

**MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, JUNE 13, 2023
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.** Darrin Feerrar, Federal Programs Director, 2023-2024 Federal Programs Stakeholders Report and Discussion.
- 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. Montoursville Foundation
 - 8. Building and Grounds
 - 9. Extra-Curricular
- IX.** Public Comment (3 minutes/person). Residents and Tax Payers may comment on matters of concern official action, or deliberating before the board. Members of the Public will be provided one unpaused three-minute time frame.
- X.** Adjournment

**Montoursville Area School District
Business Manager's Report
June 13, 2023
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:

Manual Checks	\$	867,389.38
Noncheck Batch from General Fund	\$	2,170,483.90
Amounts paid from General Fund	\$	586,989.47
Amounts to be paid at this meeting	\$	<u>212,583.95</u>
Total	\$	3,837,446.70

PB-2 Cafeteria Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$	76,843.01
Amounts to be paid at this meeting	\$	<u>26,040.72</u>
Total	\$	102,883.73

**TREASURER'S REPORT
GENERAL FUND**

	MAY	YEAR TO DATE	22-23 BUDGET
Beginning Balance	\$8,585,490.60	\$6,896,708.04	
Receipts:			
Current Real Estate Taxes	0.00	\$12,465,658.49	12,359,220.00
Current Interim Real Estate Taxes	0.00	\$18,435.46	10,000.00
Public Utility Realty Tax	0.00	\$16,778.77	15,000.00
Current In-Lieu of Taxes	0.00	\$46,086.75	45,000.00
Current Earned Income, Act 511	308,017.97	\$3,545,176.11	4,000,000.00
Real Estate Transfer, Act 511	12,194.38	\$260,007.08	220,000.00
Del. Real Estate Taxes	140,403.19	\$324,267.83	525,000.00
Del. Per Capita	0.00	\$0.00	0.00
Interest	10,255.77	\$119,728.79	20,000.00
Admissions	182.66	\$52,699.66	50,500.00
Activity Participation Fee	0.00	\$13,290.00	10,000.00
Other District Activity Income	179.85	\$14,790.75	18,000.00
Federal Revenue from Other Sources	0.00	\$0.00	0.00
I. U. Federal Funds	0.00	\$0.00	331,092.00
Rentals	0.00	\$777.57	3,000.00
Donations	10,500.00	\$122,470.72	0.00
Summer School	200.00	\$200.00	10,000.00
Tuition Payments	0.00	\$0.00	50,000.00
Driver Ed - Student Payments	9,055.00	\$19,740.00	26,250.00
Refund Prior Yr Expenses	0.00	\$136,891.17	0.00
Misc. Revenue	881.54	\$18,261.67	20,000.00
Basic Instructional Subsidy	1,175,804.00	\$5,879,420.00	7,156,416.00
FICA Taxes	133,025.02	\$308,603.62	499,150.00
Tuition Payment 1305/1306	0.00	\$0.00	35,000.00
Vocational Education	0.00	\$0.00	0.00
Special Education	0.00	\$1,078,820.00	1,319,628.00
Transportation	317,562.00	\$317,562.00	480,113.00
Rental & Sinking Fund Payments	0.00	\$0.00	120,736.00
Medical & Dental Services	0.00	\$0.00	34,000.00
Property Tax Relief	0.00	\$646,419.00	646,419.00
Safe Schools Grant	0.00	\$0.00	0.00
Ready to Learn Grant	0.00	\$264,755.00	264,755.00
PA Smart Grant	0.00	\$107,142.84	0.00
Retirement	0.00	\$922,240.63	2,259,350.00
IDEA	0.00	\$0.00	0.00
Title I	0.00	\$90,242.65	314,979.00
Title II	0.00	\$12,090.50	55,466.00
Title IV	0.00	\$5,058.92	21,556.00
Other Restricted Federal Grants	0.00	\$0.00	0.00
ESSER II Funds	0.00	\$0.00	750,000.00
ESSER III Funds	0.00	\$1,528,752.86	750,000.00
Other CARES ACT Funding	0.00	\$0.00	0.00
Other ARP ACT Funding	0.00	\$77,395.22	0.00
PA Access Funding	0.00	\$0.00	0.00
Medical Assistance Reimbursement	0.00	\$2,688.55	0.00
Interfund Transfers	0.00	\$0.00	0.00
Sale of Fixed Assets	0.00	\$14,550.00	0.00
Insurance Recoveries	0.00	\$0.00	0.00
	<u>\$2,118,261.38</u>	<u>\$28,431,002.61</u>	<u>\$32,420,630.00</u>
Total Receipts & Beg. Balance	\$10,703,751.98	\$35,327,710.65	\$32,420,630.00

	MAY	YEAR TO DATE	22-23 BUDGET
Expenditures:			
Regular Programs	1,114,076.63	\$11,962,910.69	14,036,308.00
Special Programs	452,354.06	\$3,968,762.99	4,110,764.00
Vocational Programs	11,032.50	\$197,462.15	290,596.00
Other Instructional Programs	6,286.55	\$300,412.64	358,675.00
Nonpublic Programs	0.00	\$0.00	0.00
Pupil Personnel	71,947.01	\$754,014.28	961,936.00
Instructional Staff	142,186.53	\$1,489,502.83	1,212,841.00
Administration	203,618.75	\$1,951,400.08	2,062,005.00
Pupil Health	37,396.57	\$297,485.89	368,262.00
Business	34,587.51	\$430,799.09	490,184.00
Operation & Main. of Plant	208,685.82	\$2,630,836.27	2,758,623.00
Student Transportation	168,941.10	\$1,484,620.27	1,166,260.00
Staff Recruitment	0.00	\$0.00	0.00
Staff Development	0.00	\$0.00	0.00
Student Activities	0.00	\$43,009.81	101,804.00
School Sponsored Athletics	128,380.38	\$578,857.15	586,101.00
Existing Building Improvement	0.00	\$102,175.00	0.00
Refund of Prior YR Receipts	0.00	\$41,064.76	0.00
Transfer to Capital Reserve	1,700,000.00	\$2,618,563.00	2,064,071.00
Transfer to Debt Service	2,262,362.38	\$2,774,751.76	1,379,979.00
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	800,000.00
Total Expenditures	\$6,541,855.79	\$31,626,628.66	\$32,753,409.00
Accounts Receivable	230.00	2,396,026.10	
Accounts Payable	(343,440.89)	1,591,541.01	
Ending General Ledger Cash Balance	\$4,505,567.08	\$4,505,567.08	
PSDLAF Balance	\$4,476,442.28	\$4,476,442.28	
FNB Bank Balance	\$29,124.80	\$29,124.80	
Ending Balance	\$4,505,567.08	\$4,505,567.08	

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

G-1

Account Type: EXPENDITURE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
FUND: GENERAL FUND - 10							
1110 / REGULAR PROGRAMS	\$13,729,974.00	\$0.00	\$1,089,662.28	\$2,943,446.29	\$4,033,108.57	\$2,016,477.91	-6.75%
1190 / FEDERAL PROGRAMS	\$306,334.00	\$0.00	\$24,414.35	\$58,937.73	\$83,352.08	\$56,919.40	-0.66%
1211 / LIFE SKILLS SUPPORT	\$330,445.00	\$0.00	\$66,088.96	\$0.00	\$66,088.96	\$0.22	0.00%
1221 / DEAF OR HEARING IMPAIRED SUPPORT	\$162,194.00	\$0.00	\$10,146.88	\$21,583.43	\$31,730.31	\$69,284.26	29.41%
1224 / BLIND OR VISUALLY IMPAIRED SUPPORT	\$21,413.00	\$0.00	\$4,282.64	\$0.00	\$4,282.64	(\$0.20)	0.00%
1225 / SPEECH AND LANGUAGE SUPPORT	\$350,533.00	\$0.00	\$57,097.27	\$24,523.25	\$81,620.52	\$20,642.50	-1.11%
1231 / EMOTIONAL SUPPORT	\$531,677.00	\$0.00	\$45,223.29	\$79,868.11	\$125,091.40	\$66,886.95	-2.44%
1233 / AUTISTIC SUPPORT	\$74,826.00	\$0.00	\$14,965.26	\$0.00	\$14,965.26	(\$0.32)	0.00%
1241 / LEARNING SUPPORT	\$2,060,349.00	\$0.00	\$189,166.95	\$406,177.07	\$595,344.02	\$179,530.25	-11.00%
1243 / GIFTED SUPPORT	\$20,940.00	\$0.00	\$1,367.21	\$4,749.66	\$6,116.87	\$4,956.23	0.99%
1271 / MULTI-HANDICAPPED SUPPORT	\$28,187.00	\$0.00	\$5,637.40	\$0.00	\$5,637.40	\$0.04	0.00%
1290 / SPECIAL PROGRAMS-OTHER SUPPORT	\$530,200.00	\$0.00	\$58,378.20	\$83,108.18	\$141,486.38	(\$195,643.31)	-52.57%
1390 / OTHER VOCATIONAL EDUCATION PROGRAMS	\$290,596.00	\$0.00	\$11,032.50	\$0.00	\$11,032.50	\$93,133.85	32.05%
1410 / DRIVER'S EDUCATION	\$21,475.00	\$0.00	\$64.81	\$972.26	\$1,037.07	\$9,716.85	40.72%
1420 / SUMMER SCHOOL	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,757.91	39.99%
1430 / HOMEBOUND INSTRUCTION	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,901.80	70.43%
1442 / ALTERNATIVE EDUCATION PROGRAMS	\$313,000.00	\$0.00	\$2,295.32	\$0.00	\$2,295.32	\$72,718.10	23.23%
1450 / INSTRUCTIONAL PROGRAMS OUTSIDE SCHOOL DAY	\$0.00	\$0.00	\$3,926.42	\$1,680.80	\$5,607.22	(\$36,832.30)	0.00%
2120 / GUIDANCE SERVICES	\$826,304.00	\$0.00	\$59,558.80	\$166,944.15	\$226,502.95	\$200,735.86	4.09%
2140 / PSYCHOLOGICAL SERVICES	\$127,655.00	\$0.00	\$11,007.72	\$33,023.17	\$44,030.89	\$6,509.01	-20.77%
2150 / SPEECH PATHOLOGY AND AUDIOLOGY SERVICES	\$7,977.00	\$0.00	\$1,380.49	\$0.00	\$1,380.49	\$676.85	8.49%
2240 / COMPUTER-ASSISTED INSTRUCTIONAL SUPPORT SERVICES	\$634,728.00	\$0.00	\$87,704.50	\$240,565.64	\$328,270.14	(\$102,187.50)	-54.00%
2250 / SCHOOL LIBRARY SERVICES	\$282,090.00	\$0.00	\$40,411.70	\$101,266.37	\$141,678.07	(\$120,344.87)	-78.56%
2260 / INSTRUCTION AND CURRICULUM DEVELOPMENT SERVICES	\$25,500.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$72,773.69)	-285.39%
2261 / SPECIAL EDUCATION	\$236,823.00	\$0.00	\$13,570.33	\$13,980.50	\$27,550.83	\$15,089.23	0.47%
2270 / INSTRUCTIONAL STAFF PROFESSIONAL DEVELOP	\$33,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,125.00	98.29%
2271 / INSTRUCTIONAL STAFF DEVELOP SERVICE CERTIFIED	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	(\$29,520.00)	0.00%
2310 / BOARD SERVICES	\$31,665.00	\$0.00	\$25,000.00	\$344.41	\$25,344.41	(\$9,890.83)	-32.32%
2330 / TAX ASSESSMENT AND COLLECTION SERVICES	\$110,400.00	\$0.00	\$12,861.29	\$0.00	\$12,861.29	\$22,902.28	20.74%
2350 / LEGAL AND ACCOUNTING SERVICES	\$82,700.00	\$0.00	\$11,466.00	\$8,269.66	\$19,735.66	\$12,998.27	5.72%
2360 / OFFICE OF THE SUPERINTENDENT SERVICES	\$546,906.00	\$0.00	\$41,776.56	\$41,255.81	\$83,032.37	\$40,810.26	-0.08%

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023 To Date: 5/31/2023

Account Type: EXPENDITURE

☐ Print No Activity Accounts ☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
2370 / COMMUNITY RELATIONS SERVICES	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	(\$1,100.00)	0.00%
2380 / OFFICE OF THE PRINCIPAL SERVICES	\$1,290,334.00	\$0.00	\$111,514.90	\$123,370.61	\$234,885.51	\$44,884.94	-6.08%
2420 / MEDICAL SERVICES	\$78,060.00	\$0.00	\$14,411.98	\$0.00	\$14,411.98	\$6,000.12	7.69%
2440 / NURSING SERVICES	\$290,202.00	\$0.00	\$22,984.59	\$54,756.67	\$77,741.26	\$64,775.99	3.45%
2511 / SUPERVISION OF FISCAL SERVICES	\$185,769.00	\$0.00	\$13,039.32	\$13,253.89	\$26,293.21	\$16,397.41	1.69%
2519 / OTHER FISCAL SERVICES	\$245,340.00	\$0.00	\$18,704.80	\$18,650.31	\$37,355.11	\$19,633.07	0.40%
2590 / OTHER SUPPORT SERVICES-BUSINESS	\$59,075.00	\$0.00	\$2,843.39	\$2,890.16	\$5,733.55	\$23,354.43	34.64%
2611 / SUPERVISION OF OPER AND MAINT OF PLANT-HEAD	\$137,045.00	\$0.00	\$10,546.76	\$10,546.28	\$21,093.04	\$9,186.29	-0.99%
2619 / SUPERVISION OF OPER AND MAINT OF PLANT-OTHER	\$84,451.00	\$0.00	\$4,908.11	\$7,341.01	\$12,249.12	\$13,837.67	7.69%
2620 / OPERATION OF BUILDING SERVICES	\$2,246,177.00	\$0.00	\$119,127.90	\$164,030.43	\$283,158.33	\$243,798.38	3.55%
2630 / CARE AND UPKEEP OF GROUNDS SERVICES	\$144,154.00	\$0.00	\$9,498.06	\$14,513.17	\$24,011.23	\$18,897.44	3.04%
2660 / SAFETY AND SECURITY SERVICES	\$146,796.00	\$0.00	\$64,604.99	\$52,680.83	\$117,285.82	(\$157,933.05)	-143.47%
2720 / VEHICLE OPERATION SERVICES	\$1,040,000.00	\$0.00	\$154,069.74	\$55,934.96	\$210,004.70	(\$331,444.61)	-37.25%
2730 / MONITORING SERVICES	\$106,260.00	\$0.00	\$14,871.36	\$5,223.85	\$20,095.21	(\$6,915.66)	-11.42%
2750 / NONPUBLIC TRANSPORTATION	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	100.00%
3210 / SCHOOL SPONSORED STUDENT ACTIVITIES	\$101,804.00	\$0.00	\$34,228.37	\$4,392.49	\$38,620.86	\$24,565.82	19.82%
3250 / SCHOOL SPONSORED ATHLETICS	\$586,101.00	\$0.00	\$94,152.01	\$43,498.36	\$137,650.37	\$41,472.22	-0.35%
5900 / BUDGETARY RESERVE	\$800,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800,000.00	100.00%
Total Expenditures	\$29,304,359.00	\$0.00	\$2,579,493.41	\$4,801,779.51	\$7,381,272.92	\$3,217,990.47	-5.40%
FUND: GENERAL FUND - 10	\$29,304,359.00	\$0.00	\$2,579,493.41	\$4,801,779.51	\$7,381,272.92	\$3,217,990.47	

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: EXPENDITURE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
Grand Total:	\$29,384,359.00	\$0.00	\$2,579,493.41	\$4,801,779.51		\$3,217,990.47	

End of Report

Montoursville Area School District

(BOARD REPORT) GF EXPENSES

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.1100.000.000.00.000.000.000.0000	REGULAR PROGRAMS	\$14,036,308.00	\$1,114,076.63	\$11,962,910.69	\$2,073,397.31	\$3,002,384.02	(\$928,986.71)	-6.62%
	FUNCTION: REGULAR PROGRAMS - 1100	\$14,036,308.00	\$1,114,076.63	\$11,962,910.69	\$2,073,397.31	\$3,002,384.02	(\$928,986.71)	-6.62%
10.1200.000.000.00.000.000.000.0000	SPECIAL PROGRAMS	\$4,110,764.00	\$452,354.06	\$3,968,762.99	\$142,001.01	\$620,009.70	(\$478,008.69)	-11.63%
	FUNCTION: SPECIAL PROGRAMS - 1200	\$4,110,764.00	\$452,354.06	\$3,968,762.99	\$142,001.01	\$620,009.70	(\$478,008.69)	-11.63%
10.1300.000.000.00.000.000.000.0000	VOCATIONAL EDUCATION	\$290,596.00	\$11,032.50	\$197,462.15	\$93,133.85	\$0.00	\$93,133.85	32.05%
	FUNCTION: VOCATIONAL EDUCATION - 1300	\$290,596.00	\$11,032.50	\$197,462.15	\$93,133.85	\$0.00	\$93,133.85	32.05%
10.1400.000.000.00.000.000.000.0000	OTHER INSTRUCTIONAL PROGRAMS	\$358,675.00	\$6,286.55	\$300,412.64	\$58,262.36	\$2,653.06	\$55,609.30	15.50%
	FUNCTION: OTHER INSTRUCTIONAL PROGRAMS - 1400	\$358,675.00	\$6,286.55	\$300,412.64	\$58,262.36	\$2,653.06	\$55,609.30	15.50%
10.2100.000.000.00.000.000.000.0000	SUPPORT SERVICES-STUDENTS	\$961,936.00	\$71,947.01	\$754,014.28	\$207,921.72	\$199,967.32	\$7,954.40	0.83%
	FUNCTION: SUPPORT SERVICES-STUDENTS - 2100	\$961,936.00	\$71,947.01	\$754,014.28	\$207,921.72	\$199,967.32	\$7,954.40	0.83%
10.2200.000.000.00.000.000.000.0000	SUPPORT SERVICES-INSTRUCTIONAL	\$1,212,841.00	\$142,186.53	\$1,489,502.83	(\$276,661.83)	\$355,812.51	(\$632,474.34)	-52.15%
	FUNCTION: SUPPORT SERVICES-INSTRUCTIONAL STAFF - 2200	\$1,212,841.00	\$142,186.53	\$1,489,502.83	(\$276,661.83)	\$355,812.51	(\$632,474.34)	-52.15%
10.2300.000.000.00.000.000.000.0000	SUPPORT SERVICES-ADMINISTRATIO	\$2,062,005.00	\$203,618.75	\$1,951,400.08	\$110,604.92	\$173,240.49	(\$62,635.57)	-3.04%
	FUNCTION: SUPPORT SERVICES-ADMINISTRATION - 2300	\$2,062,005.00	\$203,618.75	\$1,951,400.08	\$110,604.92	\$173,240.49	(\$62,635.57)	-3.04%
10.2400.000.000.00.000.000.000.0000	SUPPORT SERVICES-PUPIL HEALTH	\$368,262.00	\$37,396.57	\$297,485.89	\$70,776.11	\$54,756.67	\$16,019.44	4.35%
	FUNCTION: SUPPORT SERVICES-PUPIL HEALTH - 2400	\$368,262.00	\$37,396.57	\$297,485.89	\$70,776.11	\$54,756.67	\$16,019.44	4.35%
10.2500.000.000.00.000.000.000.0000	SUPPORT SERVICES-BUSINESS	\$490,184.00	\$34,587.51	\$430,799.09	\$59,384.91	\$34,794.36	\$24,590.55	5.02%
	FUNCTION: SUPPORT SERVICES-BUSINESS - 2500	\$490,184.00	\$34,587.51	\$430,799.09	\$59,384.91	\$34,794.36	\$24,590.55	5.02%
10.2600.000.000.00.000.000.000.0000	OPERATION AND MAINTENANCE OF P	\$2,758,623.00	\$208,685.82	\$2,630,836.27	\$127,786.73	\$249,111.72	(\$121,324.99)	-4.40%
	FUNCTION: OPERATIONS AND MAINTENANCE OF PLANT SERVICES - 2600	\$2,758,623.00	\$208,685.82	\$2,630,836.27	\$127,786.73	\$249,111.72	(\$121,324.99)	-4.40%
10.2700.000.000.00.000.000.000.0000	STUDENT TRANSPORTATION SERVI	\$1,166,260.00	\$168,941.10	\$1,484,620.27	(\$318,360.27)	\$61,158.81	(\$379,519.08)	-32.54%
	FUNCTION: STUDENT TRANSPORTATION SERVICES - 2700	\$1,166,260.00	\$168,941.10	\$1,484,620.27	(\$318,360.27)	\$61,158.81	(\$379,519.08)	-32.54%
10.3200.000.000.00.000.000.000.0000	STUDENT ACTIVITIES	\$687,905.00	\$128,380.38	\$621,866.96	\$66,038.04	\$47,890.85	\$18,147.19	2.64%
	FUNCTION: STUDENT ACTIVITIES - 3200	\$687,905.00	\$128,380.38	\$621,866.96	\$66,038.04	\$47,890.85	\$18,147.19	2.64%
10.4600.000.000.00.000.000.000.0000	EXISTING BUILDING IMPROVEMENT	\$0.00	\$0.00	\$102,175.00	(\$102,175.00)	\$0.00	(\$102,175.00)	0.00%
	FUNCTION: EXISTING BUILDING IMPROVEMENT SERVICES - 4600	\$0.00	\$0.00	\$102,175.00	(\$102,175.00)	\$0.00	(\$102,175.00)	0.00%
10.5100.000.000.00.000.000.000.0000	DEBT SERVICE/OTHER EXPENDITURE	\$0.00	\$0.00	\$41,064.76	(\$41,064.76)	\$0.00	(\$41,064.76)	0.00%
	FUNCTION: DEBT SERVICE - 5100	\$0.00	\$0.00	\$41,064.76	(\$41,064.76)	\$0.00	(\$41,064.76)	0.00%
10.5200.000.000.00.000.000.000.0000	INTERFUND TRANSFERS-OUT	\$3,449,050.00	\$3,962,362.38	\$5,393,314.76	(\$1,944,264.76)	\$0.00	(\$1,944,264.76)	-56.37%
	FUNCTION: INTERFUND TRANSFERS-OUT - 5200	\$3,449,050.00	\$3,962,362.38	\$5,393,314.76	(\$1,944,264.76)	\$0.00	(\$1,944,264.76)	-56.37%
10.5900.000.000.00.000.000.000.0000	BUDGETARY RESERVE	\$800,000.00	\$0.00	\$0.00	\$800,000.00	\$0.00	\$800,000.00	100.00%
	FUNCTION: BUDGETARY RESERVE - 5900	\$800,000.00	\$0.00	\$0.00	\$800,000.00	\$0.00	\$800,000.00	100.00%
Grand Total:		\$32,753,409.00	\$6,541,855.79	\$31,626,628.66	\$1,126,780.34	\$4,801,779.51	(\$3,674,999.17)	-11.22%

End of Report

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: REVENUE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
FUND: GENERAL FUND - 10							
6111 / CURRENT REAL ESTATE TAXES	(\$12,359,220.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$106,438.49	-0.86%
6112 / INTERIM REAL ESTATE TAXES	(\$10,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$8,435.46	-84.35%
6113 / PUBLIC UTILITY REALTY TAX	(\$15,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,778.77	-11.86%
6114 / PAYMENT LIEU OF TAX-STATE/LOCAL REIMBURSE	(\$45,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$1,086.75	-2.42%
6151 / CURRECNT ACT 511 EARNED INCOME TAXES	(\$4,000,000.00)	\$0.00	(\$308,017.97)	\$0.00	(\$308,017.97)	(\$454,823.89)	11.37%
6153 / CURRENT ACT 511 REAL ESTATE TRANSFER TAXES	(\$220,000.00)	\$0.00	(\$12,194.38)	\$0.00	(\$12,194.38)	\$40,007.08	-18.19%
6411 / DELINQUENT REAL ESTATE TAXES	(\$525,000.00)	\$0.00	(\$140,403.19)	\$0.00	(\$140,403.19)	(\$200,732.17)	38.23%
6510 / INTEREST	(\$20,000.00)	\$0.00	(\$10,255.77)	\$0.00	(\$10,255.77)	\$99,728.79	-498.64%
6710 / ADMISSIONS	(\$50,500.00)	\$0.00	(\$182.66)	\$0.00	(\$182.66)	\$2,199.66	-4.36%
6740 / FEES	(\$10,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$3,290.00	-32.90%
6790 / OTHER LEA ACTIVITY INCOME	(\$18,000.00)	\$0.00	(\$179.85)	\$0.00	(\$179.85)	(\$3,209.25)	17.83%
6832 / FEDERAL IDEA REV RECEIVED AS PASS THROUGH	(\$331,092.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$331,092.00)	100.00%
6910 / RENTALS	(\$3,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,222.43)	74.08%
6920 / DONATIONS/GRANTS FROM PRIVATE SOURCES	\$0.00	\$0.00	(\$10,500.00)	\$0.00	(\$10,500.00)	\$122,470.72	0.00%
6942 / SUMMER SCHOOL TUITION	(\$10,000.00)	\$0.00	(\$200.00)	\$0.00	(\$200.00)	(\$9,800.00)	98.00%
6944 / RECEIPTS FROM OTHER PA LEAS-TUITION	(\$50,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$50,000.00)	100.00%
6949 / OTHER TUITION FROM PATRONS	(\$26,250.00)	\$0.00	(\$9,055.00)	\$0.00	(\$9,055.00)	(\$6,510.00)	24.80%
6999 / OTHER REVENUES	(\$20,000.00)	\$0.00	(\$881.54)	\$0.00	(\$881.54)	(\$1,738.33)	8.69%
7111 / BASIC EDUCATION FUNDING-FORMULA	(\$7,156,416.00)	\$0.00	(\$1,175,804.00)	\$0.00	(\$1,175,804.00)	(\$1,276,996.00)	17.84%
7112 / BASIC EDUCATION FUNDING-SOCIAL SECURITY	(\$499,150.00)	\$0.00	(\$133,025.02)	\$0.00	(\$133,025.02)	(\$190,546.36)	38.17%
7160 / TUITION ORPHANS AND CHILDREN PLACED IN PRIV HOMES	(\$35,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$35,000.00)	100.00%
7271 / SPECIAL EDUCATION FUNDING FOR SCHOOL AGED PUPILS	(\$1,319,628.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$240,808.00)	18.25%
7311 / PUPIL TRANSPORTATION SUBSIDY	(\$480,113.00)	\$0.00	(\$316,214.00)	\$0.00	(\$316,214.00)	(\$163,899.00)	34.14%
7312 / NONPUBLIC AND CHARTER TRANSPORTATION SUBSIDY	\$0.00	\$0.00	(\$1,348.00)	\$0.00	(\$1,348.00)	\$1,348.00	0.00%
7320 / RENTAL AND SINKING FUND PAYMENTS	(\$120,736.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$120,736.00)	100.00%
7330 / HEALTH SERVICES	(\$34,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$34,000.00)	100.00%
7340 / STATE PROPERTY TAX REDUCTION ALLOCATION	(\$646,419.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
7505 / READY TO LEARN BLOCK GRANT	(\$264,755.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
7820 / STATE SHARE RETIREMENT CONTRIBUTIONS	(\$2,259,350.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,337,109.37)	59.18%
8514 / TITLE I	(\$314,979.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$224,736.35)	71.35%
8515 / TITLE II	(\$55,466.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$43,375.50)	78.20%

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: REVENUE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
8517 / TITLE IV	(\$21,556.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$16,497.08)	76.53%
8743 / ESSER II ELEM SECOND SCHOOL EMERGENCY RELIEF FUND	(\$750,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$750,000.00)	100.00%
8744 / ARP ESSER III ELEM SECOND SCHOOL EMERGENCY RELIEF	(\$750,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$778,752.86	-103.83%
Total Revenues	(\$32,420,630.00)	\$0.00	(\$2,118,261.38)	\$0.00	(\$2,118,261.38)	(\$4,328,295.17)	13.35%
FUND: GENERAL FUND - 10	(\$32,420,630.00)	\$0.00	(\$2,118,261.38)	\$0.00	(\$2,118,261.38)	(\$4,328,295.17)	

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: REVENUE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
Grand Total:	(\$32,420,630.00)	\$0.00	(\$2,118,261.38)	\$0.00		(\$4,328,295.17)	

End of Report

(BOARD REPORT) GF REVENUES

To Date: 5/31/2023

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.6111.000.000.00.000.000.000.0000	CURRENT REAL ESTATE TAXES	(\$12,359,220.00)	\$0.00	(\$12,465,658.49)	\$106,438.49	\$0.00	\$106,438.49	-0.86%
	FUNCTION: CURRENT REAL ESTATE TAXES - 6111	(\$12,359,220.00)	\$0.00	(\$12,465,658.49)	\$106,438.49	\$0.00	\$106,438.49	-0.86%
10.6112.000.000.00.000.000.000.0000	INTERIM REAL ESTATE TAXES	(\$10,000.00)	\$0.00	(\$18,435.46)	\$8,435.46	\$0.00	\$8,435.46	-84.35%
	FUNCTION: INTERIM REAL ESTATE TAXES - 6112	(\$10,000.00)	\$0.00	(\$18,435.46)	\$8,435.46	\$0.00	\$8,435.46	-84.35%
10.6113.000.000.00.000.000.000.0000	PUBLIC UTILITY TAX	(\$15,000.00)	\$0.00	(\$16,778.77)	\$1,778.77	\$0.00	\$1,778.77	-11.86%
	FUNCTION: PUBLIC UTILITY REALTY TAX - 6113	(\$15,000.00)	\$0.00	(\$16,778.77)	\$1,778.77	\$0.00	\$1,778.77	-11.86%
10.6114.000.000.00.000.000.000.0000	IN LIEU OF CURRENT TAXES-STATE	(\$45,000.00)	\$0.00	(\$46,086.75)	\$1,086.75	\$0.00	\$1,086.75	-2.42%
	FUNCTION: PAYMENT LIEU OF TAX-STATE/LOCAL REIMBURSE - 6114	(\$45,000.00)	\$0.00	(\$46,086.75)	\$1,086.75	\$0.00	\$1,086.75	-2.42%
10.6151.000.000.00.000.000.000.0000	CURRENT ACT 511 EARNED INCOME	(\$4,000,000.00)	(\$308,017.97)	(\$3,545,176.11)	(\$454,823.89)	\$0.00	(\$454,823.89)	11.37%
	FUNCTION: CURRECNT ACT 511 EARNED INCOME TAXES - 6151	(\$4,000,000.00)	(\$308,017.97)	(\$3,545,176.11)	(\$454,823.89)	\$0.00	(\$454,823.89)	11.37%
10.6153.000.000.00.000.000.000.0000	CURRENT ACT 511 REAL ESTATE TR	(\$220,000.00)	(\$12,194.38)	(\$260,007.08)	\$40,007.08	\$0.00	\$40,007.08	-18.19%
	FUNCTION: CURRENT ACT 511 REAL ESTATE TRANSFER TAXES - 6153	(\$220,000.00)	(\$12,194.38)	(\$260,007.08)	\$40,007.08	\$0.00	\$40,007.08	-18.19%
10.6411.000.000.00.000.000.000.0000	DELINQUENT REAL ESTATE TAXES	(\$525,000.00)	(\$140,403.19)	(\$324,267.83)	(\$200,732.17)	\$0.00	(\$200,732.17)	38.23%
	FUNCTION: DELINQUENT REAL ESTATE TAXES - 6411	(\$525,000.00)	(\$140,403.19)	(\$324,267.83)	(\$200,732.17)	\$0.00	(\$200,732.17)	38.23%
10.6510.000.000.00.000.000.000.0000	INTEREST ON INVESTMENTS AND CH	(\$20,000.00)	(\$10,255.77)	(\$119,728.79)	\$99,728.79	\$0.00	\$99,728.79	-498.64%
	FUNCTION: INTEREST - 6510	(\$20,000.00)	(\$10,255.77)	(\$119,728.79)	\$99,728.79	\$0.00	\$99,728.79	-498.64%
10.6710.000.000.00.000.000.000.0000	ADMISSIONS	\$0.00	(\$182.66)	(\$781.66)	\$781.66	\$0.00	\$781.66	0.00%
10.6710.000.000.00.000.036.000.0000	ADMISSIONS FOOTBALL	(\$30,000.00)	\$0.00	(\$27,876.00)	(\$2,124.00)	\$0.00	(\$2,124.00)	7.08%
10.6710.000.000.00.000.037.000.0000	ADMISSIONS BOYS BASKETBALL	(\$8,000.00)	\$0.00	(\$9,142.00)	\$1,142.00	\$0.00	\$1,142.00	-14.28%
10.6710.000.000.00.000.038.000.0000	ADMISSIONS GIRLS BASKETBALL	(\$5,000.00)	\$0.00	(\$5,258.00)	\$258.00	\$0.00	\$258.00	-5.16%
10.6710.000.000.00.000.039.000.0000	ADMISSIONS BOYS SOCCER	(\$2,000.00)	\$0.00	(\$482.00)	(\$1,518.00)	\$0.00	(\$1,518.00)	75.90%
10.6710.000.000.00.000.040.000.0000	ADMISSIONS GIRLS SOCCER	(\$2,000.00)	\$0.00	(\$4,359.00)	\$2,359.00	\$0.00	\$2,359.00	-117.95%
10.6710.000.000.00.000.042.000.0000	ADMISSIONS WRESTLING	(\$3,500.00)	\$0.00	(\$4,801.00)	\$1,301.00	\$0.00	\$1,301.00	-37.17%
	FUNCTION: ADMISSIONS - 6710	(\$50,500.00)	(\$182.66)	(\$52,699.66)	\$2,199.66	\$0.00	\$2,199.66	-4.36%
10.6740.000.000.00.000.060.000.0000	PARTICIPATION ALL SPORTS	(\$10,000.00)	\$0.00	(\$10,695.00)	\$695.00	\$0.00	\$695.00	-6.95%
10.6740.000.109.00.000.000.000.0000	FEES	\$0.00	\$0.00	(\$2,595.00)	\$2,595.00	\$0.00	\$2,595.00	0.00%
	FUNCTION: FEES - 6740	(\$10,000.00)	\$0.00	(\$13,290.00)	\$3,290.00	\$0.00	\$3,290.00	-32.90%
10.6790.000.000.00.000.000.000.0000	OTHER LEA ACTIVITIES	(\$18,000.00)	\$0.00	(\$14,259.00)	(\$3,741.00)	\$0.00	(\$3,741.00)	20.78%
10.6790.432.000.00.000.000.000.0000	OTHER LEA ACTIVITIES EQUIPMENT	\$0.00	(\$179.85)	(\$531.75)	\$531.75	\$0.00	\$531.75	0.00%
	FUNCTION: OTHER LEA ACTIVITY INCOME - 6790	(\$18,000.00)	(\$179.85)	(\$14,790.75)	(\$3,209.25)	\$0.00	(\$3,209.25)	17.83%
10.6832.000.520.00.000.000.000.0000	FEDERAL IDEA REVENUE PASS THRO	(\$331,092.00)	\$0.00	\$0.00	(\$331,092.00)	\$0.00	(\$331,092.00)	100.00%
	FUNCTION: FEDERAL IDEA REV RECEIVED AS PASS THROUGH - 6832	(\$331,092.00)	\$0.00	\$0.00	(\$331,092.00)	\$0.00	(\$331,092.00)	100.00%
10.6910.000.000.00.000.000.000.0000	RENTALS	(\$3,000.00)	\$0.00	(\$777.57)	(\$2,222.43)	\$0.00	(\$2,222.43)	74.08%
	FUNCTION: RENTALS - 6910	(\$3,000.00)	\$0.00	(\$777.57)	(\$2,222.43)	\$0.00	(\$2,222.43)	74.08%
10.6920.000.000.00.000.000.000.0000	DONATIONS/GRANTS FROM PRIVATE	\$0.00	\$0.00	(\$8,470.72)	\$8,470.72	\$0.00	\$8,470.72	0.00%
10.6920.000.104.00.000.000.000.0000	DONATIONS/GRANTS FROM PRIVATE	\$0.00	(\$10,000.00)	(\$10,000.00)	\$10,000.00	\$0.00	\$10,000.00	0.00%
10.6920.000.106.00.000.000.000.0000	DONATIONS/GRANTS FROM PRIVATE	\$0.00	\$0.00	(\$4,000.00)	\$4,000.00	\$0.00	\$4,000.00	0.00%
10.6920.000.107.00.000.000.000.0000	DONATIONS/GRANTS FROM PRIVATE	\$0.00	(\$500.00)	(\$40,000.00)	\$40,000.00	\$0.00	\$40,000.00	0.00%
10.6920.000.110.00.000.000.000.0000	DONATIONS/GRANTS FROM PRIVATE	\$0.00	\$0.00	(\$60,000.00)	\$60,000.00	\$0.00	\$60,000.00	0.00%

Montoursville Area School District

(BOARD REPORT) GF REVENUES

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 5/1/2023

To Date: 5/31/2023

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
FUNCTION: DONATIONS/GRANTS FROM PRIVATE SOURCES - 6920		\$0.00	(\$10,500.00)	(\$122,470.72)	\$122,470.72	\$0.00	\$122,470.72	0.00%
10.6942.000.000.00.000.000.000.0000	SUMMER SCHOOL TUITION	(\$10,000.00)	(\$200.00)	(\$200.00)	(\$9,800.00)	\$0.00	(\$9,800.00)	98.00%
FUNCTION: SUMMER SCHOOL TUITION - 6942		(\$10,000.00)	(\$200.00)	(\$200.00)	(\$9,800.00)	\$0.00	(\$9,800.00)	98.00%
10.6944.000.000.00.000.000.000.0000	RECEIPTS FROM OTHER LEAS IN PA	(\$50,000.00)	\$0.00	\$0.00	(\$50,000.00)	\$0.00	(\$50,000.00)	100.00%
FUNCTION: RECEIPTS FROM OTHER PA LEAS-TUITION - 6944		(\$50,000.00)	\$0.00	\$0.00	(\$50,000.00)	\$0.00	(\$50,000.00)	100.00%
10.6949.000.000.00.000.000.000.0000	OTHER TUITION FROM PATRONS	(\$26,250.00)	(\$9,055.00)	(\$19,740.00)	(\$6,510.00)	\$0.00	(\$6,510.00)	24.80%
FUNCTION: OTHER TUITION FROM PATRONS - 6949		(\$26,250.00)	(\$9,055.00)	(\$19,740.00)	(\$6,510.00)	\$0.00	(\$6,510.00)	24.80%
10.6991.000.000.00.000.000.000.0000	REFUNDS OF PRIOR YEAR EXPENDIT	\$0.00	\$0.00	(\$136,891.17)	\$136,891.17	\$0.00	\$136,891.17	0.00%
FUNCTION: REFUNDS OF A PRIOR YEAR EXPENDITURE - 6991		\$0.00	\$0.00	(\$136,891.17)	\$136,891.17	\$0.00	\$136,891.17	0.00%
10.6999.000.000.00.000.000.000.0000	OTHER REVENUES	(\$20,000.00)	(\$881.54)	(\$18,261.67)	(\$1,738.33)	\$0.00	(\$1,738.33)	8.69%
FUNCTION: OTHER REVENUES - 6999		(\$20,000.00)	(\$881.54)	(\$18,261.67)	(\$1,738.33)	\$0.00	(\$1,738.33)	8.69%
10.7111.000.000.00.000.000.000.0000	BASIC EDUCATION FUNDING-FORMUL	(\$7,156,416.00)	(\$1,175,804.00)	(\$5,879,420.00)	(\$1,276,996.00)	\$0.00	(\$1,276,996.00)	17.84%
FUNCTION: BASIC EDUCATION FUNDING-FORMULA - 7111		(\$7,156,416.00)	(\$1,175,804.00)	(\$5,879,420.00)	(\$1,276,996.00)	\$0.00	(\$1,276,996.00)	17.84%
10.7112.000.000.00.000.000.000.0000	BASIC EDUCATION FUNDING-SOCIAL	(\$499,150.00)	(\$133,025.02)	(\$308,603.62)	(\$190,546.38)	\$0.00	(\$190,546.38)	38.17%
FUNCTION: BASIC EDUCATION FUNDING-SOCIAL SECURITY - 7112		(\$499,150.00)	(\$133,025.02)	(\$308,603.62)	(\$190,546.38)	\$0.00	(\$190,546.38)	38.17%
10.7160.000.000.00.000.000.000.0000	TUITION FOR ORPHANS AND CHILDREN	(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)	\$0.00	(\$35,000.00)	100.00%
FUNCTION: TUITION ORPHANS AND CHILDREN PLACED IN PRIV HOMES - 7160		(\$35,000.00)	\$0.00	\$0.00	(\$35,000.00)	\$0.00	(\$35,000.00)	100.00%
10.7271.000.000.00.000.000.000.0000	SPECIAL EDUCATION FUNDING FOR	(\$1,319,628.00)	\$0.00	(\$1,078,820.00)	(\$240,808.00)	\$0.00	(\$240,808.00)	18.25%
FUNCTION: SPECIAL EDUCATION FUNDING FOR SCHOOL AGED PUPILS - 7271		(\$1,319,628.00)	\$0.00	(\$1,078,820.00)	(\$240,808.00)	\$0.00	(\$240,808.00)	18.25%
10.7311.000.000.00.000.000.000.0000	PUPIL TRANSPORTATION SUBSIDY	(\$480,113.00)	(\$316,214.00)	(\$316,214.00)	(\$163,899.00)	\$0.00	(\$163,899.00)	34.14%
FUNCTION: PUPIL TRANSPORTATION SUBSIDY - 7311		(\$480,113.00)	(\$316,214.00)	(\$316,214.00)	(\$163,899.00)	\$0.00	(\$163,899.00)	34.14%
10.7312.000.312.00.000.000.000.0000	NONPUBLIC AND CHARTER TRANSPOR	\$0.00	(\$1,348.00)	(\$1,348.00)	\$1,348.00	\$0.00	\$1,348.00	0.00%
FUNCTION: NONPUBLIC AND CHARTER TRANSPORTATION SUBSIDY - 7312		\$0.00	(\$1,348.00)	(\$1,348.00)	\$1,348.00	\$0.00	\$1,348.00	0.00%
10.7320.000.000.00.000.000.000.0000	RENTAL AND SINKING FUND PAYMEN	(\$120,736.00)	\$0.00	\$0.00	(\$120,736.00)	\$0.00	(\$120,736.00)	100.00%
FUNCTION: RENTAL AND SINKING FUND PAYMENTS - 7320		(\$120,736.00)	\$0.00	\$0.00	(\$120,736.00)	\$0.00	(\$120,736.00)	100.00%
10.7330.000.000.00.000.000.000.0000	HEALTH SERVICES	(\$34,000.00)	\$0.00	\$0.00	(\$34,000.00)	\$0.00	(\$34,000.00)	100.00%
FUNCTION: HEALTH SERVICES - 7330		(\$34,000.00)	\$0.00	\$0.00	(\$34,000.00)	\$0.00	(\$34,000.00)	100.00%
10.7340.000.000.00.000.000.000.0000	STATE PROPERTY TAX REDUCTION A	(\$646,419.00)	\$0.00	(\$646,419.00)	\$0.00	\$0.00	\$0.00	0.00%
FUNCTION: STATE PROPERTY TAX REDUCTION ALLOCATION - 7340		(\$646,419.00)	\$0.00	(\$646,419.00)	\$0.00	\$0.00	\$0.00	0.00%
10.7505.000.000.00.000.000.000.0000	READY TO LEARN BLOCK GRANT	(\$264,755.00)	\$0.00	(\$264,755.00)	\$0.00	\$0.00	\$0.00	0.00%
FUNCTION: READY TO LEARN BLOCK GRANT - 7505		(\$264,755.00)	\$0.00	(\$264,755.00)	\$0.00	\$0.00	\$0.00	0.00%
10.7506.000.000.00.000.000.000.0000	PASMAART GRANT	\$0.00	\$0.00	(\$107,142.84)	\$107,142.84	\$0.00	\$107,142.84	0.00%
FUNCTION: PASMAART GRANT - 7506		\$0.00	\$0.00	(\$107,142.84)	\$107,142.84	\$0.00	\$107,142.84	0.00%
10.7820.000.000.00.000.000.000.0000	STATE SHARE OF RETIREMENT CONT	(\$2,259,350.00)	\$0.00	(\$922,240.63)	(\$1,337,109.37)	\$0.00	(\$1,337,109.37)	59.18%
FUNCTION: STATE SHARE RETIREMENT CONTRIBUTIONS -		(\$2,259,350.00)	\$0.00	(\$922,240.63)	(\$1,337,109.37)	\$0.00	(\$1,337,109.37)	59.18%

Montoursville Area School District

(BOARD REPORT) GF REVENUES

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
7820								
10.8514.000.411.00.000.000.000.0000	TITLE I IMPROVING ACADEMIC ACH	(\$314,979.00)	\$0.00	(\$90,242.65)	(\$224,736.35)	\$0.00	(\$224,736.35)	71.35%
	FUNCTION: TITLE I - 8514	(\$314,979.00)	\$0.00	(\$90,242.65)	(\$224,736.35)	\$0.00	(\$224,736.35)	71.35%
10.8515.000.421.00.000.000.000.0000	TITLE II PREPARING, TRAINING,	(\$55,466.00)	\$0.00	(\$12,090.50)	(\$43,375.50)	\$0.00	(\$43,375.50)	78.20%
	FUNCTION: TITLE II - 8515	(\$55,466.00)	\$0.00	(\$12,090.50)	(\$43,375.50)	\$0.00	(\$43,375.50)	78.20%
10.8517.000.431.00.000.000.000.0000	TITLE IV	(\$21,556.00)	\$0.00	(\$5,058.92)	(\$16,497.08)	\$0.00	(\$16,497.08)	76.53%
	FUNCTION: TITLE IV - 8517	(\$21,556.00)	\$0.00	(\$5,058.92)	(\$16,497.08)	\$0.00	(\$16,497.08)	76.53%
10.8743.000.989.00.000.000.000.0000	ESSER II ELEM. AND SECOND. SCH	(\$750,000.00)	\$0.00	\$0.00	(\$750,000.00)	\$0.00	(\$750,000.00)	100.00%
	FUNCTION: ESSER II ELEM SECOND SCHOOL EMERGENCY RELIEF FUND - 8743	(\$750,000.00)	\$0.00	\$0.00	(\$750,000.00)	\$0.00	(\$750,000.00)	100.00%
10.8744.000.990.00.000.000.000.0000	ESSER III ELEM. AND SECOND. EM	(\$750,000.00)	\$0.00	(\$1,528,752.86)	\$778,752.86	\$0.00	\$778,752.86	-103.83%
	FUNCTION: ARP ESSER III ELEM SECOND SCHOOL EMERGENCY RELIEF - 8744	(\$750,000.00)	\$0.00	(\$1,528,752.86)	\$778,752.86	\$0.00	\$778,752.86	-103.83%
10.8751.000.994.00.000.000.000.0000	ARP ESSER LEARNING LOSS	\$0.00	\$0.00	(\$47,543.35)	\$47,543.35	\$0.00	\$47,543.35	0.00%
	FUNCTION: ARP ESSER LEARNING LOSS - 8751	\$0.00	\$0.00	(\$47,543.35)	\$47,543.35	\$0.00	\$47,543.35	0.00%
10.8752.000.995.00.000.000.000.0000	ARP ESSER SUMMER PROGRAMS	\$0.00	\$0.00	(\$9,508.74)	\$9,508.74	\$0.00	\$9,508.74	0.00%
	FUNCTION: ARP ESSER SUMMER PROGRAMS - 8752	\$0.00	\$0.00	(\$9,508.74)	\$9,508.74	\$0.00	\$9,508.74	0.00%
10.8753.000.996.00.000.000.000.0000	ARP ESSER AFTERSCHOOL PROGRAM	\$0.00	\$0.00	(\$13,686.72)	\$13,686.72	\$0.00	\$13,686.72	0.00%
	FUNCTION: ARP ESSER AFTERSCHOOL PROGRAMS - 8753	\$0.00	\$0.00	(\$13,686.72)	\$13,686.72	\$0.00	\$13,686.72	0.00%
10.8754.000.997.00.000.000.000.0000	ARP ESSER HOMELESS CHILDREN AN	\$0.00	\$0.00	(\$6,656.41)	\$6,656.41	\$0.00	\$6,656.41	0.00%
	FUNCTION: ARP ESSER HOMELESS CHILDREN AND YOUTH - 8754	\$0.00	\$0.00	(\$6,656.41)	\$6,656.41	\$0.00	\$6,656.41	0.00%
10.8820.000.000.00.000.000.000.0000	MEDICAL ASSISTANCE REIMBURSEME	\$0.00	\$0.00	(\$2,688.55)	\$2,688.55	\$0.00	\$2,688.55	0.00%
	FUNCTION: MEDICAL ASSISTANCE REIMBURSEMENT CLAIMING - 8820	\$0.00	\$0.00	(\$2,688.55)	\$2,688.55	\$0.00	\$2,688.55	0.00%
10.9400.000.000.00.000.000.000.0000	SALE OF OR COMPENSATION FOR LO	\$0.00	\$0.00	(\$14,550.00)	\$14,550.00	\$0.00	\$14,550.00	0.00%
	FUNCTION: SALE OR COMPENSATION FOR LOSS OF FIXED ASSETS - 9400	\$0.00	\$0.00	(\$14,550.00)	\$14,550.00	\$0.00	\$14,550.00	0.00%
Grand Total:		(\$32,420,630.00)	(\$2,118,261.38)	(\$28,431,002.61)	(\$3,989,627.39)	\$0.00	(\$3,989,627.39)	12.31%

End of Report

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: EXPENDITURE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
FUND: CAFETERIA FUND - 50							
3100 / FOOD SERVICES	\$0.00	\$0.00	\$120,689.31	\$37,280.94	\$157,970.25	(\$968,404.95)	0.00%
Total Expenditures	\$0.00	\$0.00	\$120,689.31	\$37,280.94	\$157,970.25	(\$968,404.95)	0.00%
FUND: CAFETERIA FUND - 50	\$0.00	\$0.00	\$120,689.31	\$37,280.94	\$157,970.25	(\$968,404.95)	

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: EXPENDITURE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
Grand Total:	\$0.00	\$0.00	\$120,689.31	\$37,280.94		(\$968,404.95)	

End of Report

Montoursville Area School District

(BOARD REPORT) FS CONDENSED EXPENSES

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
50.3100.000.000.00.000.000.000.0000	FOOD SERVICES	\$0.00	\$120,689.31	\$968,404.95	(\$968,404.95)	\$37,280.94	(\$1,005,685.89)	0.00%
Grand Total:		\$0.00	\$120,689.31	\$968,404.95	(\$968,404.95)	\$37,280.94	(\$1,005,685.89)	0.00%

End of Report

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/9/2023

Account Type: REVENUE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
FUND: CAFETERIA FUND - 50							
6510 / INTEREST	\$0.00	\$0.00	(\$1,914.79)	\$0.00	(\$1,914.79)	\$15,895.46	0.00%
7600 / REVENUE FOR MILK, LUNCH, AND BREAKFAST PROGRAMS	\$0.00	\$0.00	(\$10,760.48)	\$0.00	(\$10,760.48)	\$51,136.75	0.00%
8531 / SUBSIDIES FOR MILK, LUNCH, BREAKFAST, AND SNACKS	\$0.00	\$0.00	(\$62,462.92)	\$0.00	(\$62,462.92)	\$404,572.51	0.00%
Total Revenues	\$0.00	\$0.00	(\$75,138.19)	\$0.00	(\$75,138.19)	\$471,604.72	0.00%
FUND: CAFETERIA FUND - 50	\$0.00	\$0.00	(\$75,138.19)	\$0.00	(\$75,138.19)	\$471,604.72	

Montoursville Area School District

Consolidated Board Report

Fiscal Year: 2022-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Type: REVENUE

☐ Print No Activity Accounts

☐ Include PreEncumbrance

Account Number / Description	Budget	Opening Balance	Activity To Date	Encumbrance	Activity + Enc	Balance	%
Grand Total:	\$0.00	\$0.00	(\$75,138.19)	\$0.00		\$471,604.72	

End of Report

Montoursville Area School District

(BOARD REPORT) FS CONDENSED REVENUES

From Date: 5/1/2023

To Date: 5/31/2023

Fiscal Year: 2022-2023

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
50.6510.000.000.00.000.000.000.0000	INTEREST ON INVESTMENTS AND CH	\$0.00	(\$1,914.79)	(\$15,895.46)	\$15,895.46	\$0.00	\$15,895.46	0.00%
50.6610.000.000.00.000.000.000.0000	DAILY SALES-REIMBURSABLE PROGR	\$0.00	\$0.00	(\$252,859.80)	\$252,859.80	\$0.00	\$252,859.80	0.00%
50.6620.000.000.00.000.000.000.0000	DAILY SALES-NON-REIMBURSABLE P	\$0.00	\$0.00	(\$189,487.50)	\$189,487.50	\$0.00	\$189,487.50	0.00%
50.6980.000.000.00.000.000.000.0000	REFUNDS AND OTHER MISCELLANEO	\$0.00	\$0.00	(\$2,217.04)	\$2,217.04	\$0.00	\$2,217.04	0.00%
50.7600.000.000.00.000.000.000.0000	REVENUE FOR MILK, LUNCH, AND B	\$0.00	(\$10,760.48)	(\$51,136.75)	\$51,136.75	\$0.00	\$51,136.75	0.00%
50.8530.000.000.00.000.000.000.0000	CHILD NUTRITION PROGRAM	\$0.00	(\$62,462.92)	(\$404,572.51)	\$404,572.51	\$0.00	\$404,572.51	0.00%
Grand Total:		\$0.00	(\$75,138.19)	(\$916,169.06)	\$916,169.06	\$0.00	\$916,169.06	0.00%

End of Report

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2022-2023

APPROVALS REQUIRED	
Administrator Approval	<i>Curtis J. Myers</i>
Bus. Office Approval	<i>Brandy Smith</i>
Superintendent Approval	<i>Brandy Smith</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-Salem	11006401024	Books for teachers-Salem	\$250.00	Pay for additional supplies needed.
1	10-1110-432-000-20-511	Regular Programs.-Equipment	10-1110-610-000-20-511	Regular Programs.-Supplies	\$2,100.00	Agendas for students and Classroom Supplies
2	10-1110-640-000-20-511	Regular Programs - Books	10-1110-513-000-20-511	Regular Programs.-Contracted Carriers	\$1,180.00	Chorus/Band trips
3	10-1110-752-000-20-511	Regular Programs.-Additional Equip.	10-1110-580-000-20-511	Regular Programs.-Travel	\$3,200.00	Student activities trips
4	10-1110-752-000-20-511	Regular Programs.-Additional Equip.	10-1110-610-000-20-511	Regular Programs.-Supplies	\$1,100.00	Classroom Supplies
5	10-1110-762-000-20-511	Regular Programs.-Replacement	10-1110-610-000-20-511	Regular Programs.-Supplies	\$1,200.00	Classroom Supplies
6	10-1241-610-000-20-511	Learning Support - Supplies	10-1110-610-000-20-511	Regular Programs.-Supplies	\$200.00	Classroom Supplies
7	10-1243-610-000-20-511	Gifted Support .- Supplies	10-1110-610-000-20-511	Regular Programs.-Supplies	\$100.00	Classroom Supplies
8	10-1290-610-000-20-511	Special Programs.-Supplies	10-1110-610-000-20-511	Regular Programs.-Supplies	\$200.00	Classroom Supplies
9	10-1241-762-000-20-511	Learning Support - Replacement	10-1110-610-000-20-511	Regular Programs.-Supplies	\$200.00	Classroom Supplies
10	10-2250-640-000-20-511	Library Books and Periodicals	10-2250-610-000-20-511	Library Supplies	\$600.00	Warrior Innovation Lab Supplies
11	10-2440-610-000-20-511	Nursing Supplies	10-2250-610-000-20-511	Library Supplies	\$720.00	Warrior Innovation Lab Supplies

Signature:

Curtis J. Myers

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

PB-1

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 05/31/2023 - 05/31/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: -

Dollar Limit: \$10,000.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: GENERAL FUND

23000134	05/31/2023		WILMINGTON TRUST	V298589	10.5240.939.000.00.000.000.000.0000	2016 GOB	\$302,217.50
23000135	05/31/2023		WILMINGTON TRUST	V121820	10.5240.939.000.00.000.000.000.0000	2019 GOB	\$126,706.25
23000136	05/31/2023		WILMINGTON TRUST	V355984	10.5240.939.000.00.000.000.000.0000	2020 GOB	\$438,465.63
Check Total:							\$302,217.50
Check Total:							\$126,706.25
Check Total:							\$438,465.63
Bank Total:							\$867,389.38

Manual Checks Recap

23000134	05/31/2023	10015	WILMINGTON TRUST	MANUAL	10.5240.939.000.00.000.000.000.0000	2016 GOB	\$302,217.50
23000135	05/31/2023	10016	WILMINGTON TRUST	MANUAL	10.5240.939.000.00.000.000.000.0000	2019 GOB	\$126,706.25
23000136	05/31/2023	10017	WILMINGTON TRUST	MANUAL	10.5240.939.000.00.000.000.000.0000	2020 GOB	\$438,465.63
Check Total:							\$302,217.50
Check Total:							\$126,706.25
Check Total:							\$438,465.63
Manual Checks Total:							\$867,389.38

Voided Checks

Check Total:	\$0.00
Voided Checks Total:	\$0.00

Fund	Amount
10	\$867,389.38
Fund Totals:	\$867,389.38

End of Report

Disbursements Grand Total: \$867,389.38

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Bank Name: GENERAL FUND							
NCB	05/26/2023	1460	WEX BANK	89118630	10.1410.626.000.30.810.000.000.0000	GASOLINE	\$64.81
NCB	05/26/2023	1460	WEX BANK	89118630	10.2620.626.000.00.000.000.000.0000	GASOLINE	\$332.19
NCB	05/31/2023	1463	QUADIENT FINANCE USA, INC.	MAY 2023	10.2590.530.000.00.000.000.000.0000	OTHER SUPPORT-BUSINESS COMMUNICATIONS	\$1,003.00
NCB	05/24/2023	1448	CAPITAL RESERVE FUND	MAY 2023 TRANSFER	10.5230.932.000.00.000.000.000.0000	FUND TRANSFER	\$1,700,000.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V109101	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$202.02
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V142629	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$20.25
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V150022	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4.25
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V150627	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$128.60
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V157557	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$28,123.09
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V157557	50.0462.019.000.00.000.000.000.0000	EMPLOYEE RETIREMENT	\$319.51
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V157829	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$52.54
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V16277	10.0462.021.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	(\$29.30)
NCB	05/26/2023	1437	PA STATE COLLECTION & DISBURSEMENT UNIT	V164340	10.0462.016.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$364.07
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V173363	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$55.38
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V174439	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$52.54

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	05/26/2023	1453	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V17537	10.1241.191.000.10.220.000.000.0000	PSERS- ER POS- Stephanie Lundy	\$18.53
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V177206	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.43
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V177299	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$40.96
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V185976	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.24
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V191496	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$545.70
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V191496	50.0462.006.000.00.000.000.000.0000	EARNED INCOME TAX	\$43.35
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V200274	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.80
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V201289	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$124.24
NCB	05/26/2023	1443	PA DEPARTMENT OF REVENUE	V209066	10.0462.005.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$17,986.15
NCB	05/26/2023	1443	PA DEPARTMENT OF REVENUE	V209066	50.0462.005.000.00.000.000.000.0000	STATE INCOME TAX	\$128.49
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V223265	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$473.37
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V242124	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$83.42
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V258494	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$155.85
NCB	05/12/2023	1432	WEX HEALTH INC	V266289	10.0462.029.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$18,093.96
NCB	05/12/2023	1432	WEX HEALTH INC	V266289	50.0462.029.000.00.000.000.000.0000	HEALTHCARE SAVING	\$110.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V282586	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$186.50

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V283756	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$197.02
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V290581	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$66.09
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V292651	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$18.23
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V310760	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,202.53
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V315117	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$57.18
NCB	04/28/2023	1414	DELTA DENTAL OF PA	V319790	10.0462.212.000.00.000.000.000.0000	Difference between Claim Inv and Deductions	(\$684.19)
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V3211	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$39.31
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V323890	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.43
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V324232	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$70.79
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V326101	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$29.09
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V334239	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$33.93
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V340500	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$62.87
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V343883	10.0462.002.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$40,056.85
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V343883	50.0462.002.000.00.000.000.000.0000	FEDERAL INCOME TAX	\$348.46
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V348267	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$123.52

Montoursville Area School District

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NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V362635	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$60.32
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V362665	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$59.64
NCB	05/12/2023	1423	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V367128	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,569.50
NCB	05/12/2023	1423	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V367128	10.0462.230.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,284.14
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V367804	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$915.38
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V372166	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$110.11
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V373932	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$62.87
NCB	04/28/2023	1414	DELTA DENTAL OF PA	V383626	10.0462.212.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$3,593.52
NCB	04/28/2023	1414	DELTA DENTAL OF PA	V383626	50.0462.212.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$64.17
NCB	05/26/2023	1447	MORGAN WHITE GROUP	V389248	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$367.23
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V392554	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$350.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V396648	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$64.82
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V410124	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$35.57
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V415568	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$411.56
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V426494	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$57.18

Montoursville Area School District

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NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V439097	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$350.00
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V447918	10.0462.002.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$48,295.30
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V447918	50.0462.002.000.00.000.000.000.0000	FEDERAL INCOME TAX	\$315.49
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V455988	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$40.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V462664	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$33.17
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V463195	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$29.25
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V475930	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$114.17
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V479392	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$6,122.42
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V479392	50.0462.019.000.00.000.000.000.0000	EMPLOYEE RETIREMENT	\$30.77
NCB	05/26/2023	1447	MORGAN WHITE GROUP	V479534	10.0462.025.000.00.000.000.000.0000	Difference in Deductions	(\$0.20)
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V493739	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,185.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V507340	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$96.13
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V520307	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$3,960.28
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V52068	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$39.31
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V534617	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4.69
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V534773	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$112.16

Montoursville Area School District

Disbursement Detail Listing

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V536275	10.0462.003.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$8,497.79
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V536275	10.0462.220.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$8,497.79
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V536275	50.0462.003.000.00.000.000.0000	SOCIAL SECURITY TAX	\$60.69
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V536275	50.0462.220.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$60.69
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V53704	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$56.99
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V540831	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,007.01
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V540831	50.0462.006.000.00.000.000.0000	EARNED INCOME TAX	\$6.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V543004	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$139.59
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V543396	10.0462.022.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$155.85
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V54551	10.0462.022.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$225.00
NCB	05/12/2023	1424	PA DEPARTMENT OF REVENUE	V547506	10.0462.005.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$15,646.40
NCB	05/12/2023	1424	PA DEPARTMENT OF REVENUE	V547506	50.0462.005.000.00.000.000.0000	STATE INCOME TAX	\$138.58
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V551675	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$66.08
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V552261	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$21.27
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V553676	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$52.90
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V564966	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,070.65

Montoursville Area School District

Disbursement Detail Listing

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NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V576295	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$36.86
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V576514	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$9.50
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V590865	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$169.35
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V593	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$83.69
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V596416	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1.88
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V597000	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$285.10
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V603736	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$2,090.25
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V603736	50.0462.006.000.00.000.000.000.0000	EARNED INCOME TAX	\$25.12
NCB	05/12/2023	1419	PA STATE COLLECTION & DISBURSEMENT UNIT	V604297	10.0462.016.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$364.07
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V613220	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$759.92
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V622164	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4,389.20
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V637853	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$2,274.17
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V637853	50.0462.006.000.00.000.000.000.0000	EARNED INCOME TAX	\$22.02
NCB	05/26/2023	1441	WEX HEALTH INC	V6477	10.0462.029.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$18,093.96
NCB	05/26/2023	1441	WEX HEALTH INC	V6477	50.0462.029.000.00.000.000.000.0000	HEALTHCARE SAVING	\$110.00
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V647990	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$5,562.51

Montoursville Area School District

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NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V653053	10.0462.019.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,563.38
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V655177	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$114.17
NCB	05/26/2023	1440	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V660527	10.0462.019.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,727.97
NCB	05/26/2023	1440	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V660527	10.0462.230.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,413.80
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V666302	10.0462.021.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$39.70
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V676354	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$96.13
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V676754	10.0462.022.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$3,340.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V68288	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$0.55
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V686771	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$83.11
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V689080	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$169.35
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V698890	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$276.72
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V700656	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$101.23
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V704076	10.0462.003.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$7,392.73
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V704076	10.0462.220.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$7,392.73
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V704076	50.0462.003.000.00.000.000.0000	SOCIAL SECURITY TAX	\$65.46

Montoursville Area School District

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V704076	50.0462.220.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$65.46
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V708320	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$110.11
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V71898	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$719.36
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V71898	50.0462.006.000.00.000.000.000.0000	EARNED INCOME TAX	\$41.04
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V720346	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$35.57
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V723855	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$21.27
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V724588	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$3,340.00
NCB	05/12/2023	1423	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V72621	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$668.32
NCB	05/12/2023	1423	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V72621	10.0462.230.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$178.23
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V747071	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,726.03
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V779466	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$247.61
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V789103	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$5,281.09
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V793525	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$225.00
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V803783	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4,557.26
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V803783	50.0462.019.000.00.000.000.000.0000	EMPLOYEE RETIREMENT	\$30.77

Montoursville Area School District

Disbursement Detail Listing

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NCB	05/26/2023	1447	MORGAN WHITE GROUP	V821178	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$367.23
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V831173	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$350.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V838898	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$101.23
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V843819	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$73.81
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V849129	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$465.70
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V851217	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$360.15
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V852340	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$7.74
NCB	05/26/2023	1438	TSA CONSULTING GROUP, INC.	V858725	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$915.38
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V858814	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,555.21
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V867789	10.0462.003.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$36,334.78
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V867789	10.0462.220.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$36,334.78
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V867789	50.0462.003.000.00.000.000.000.0000	SOCIAL SECURITY TAX	\$259.52
NCB	05/26/2023	1444	INTERNAL REVENUE SERVICE	V867789	50.0462.220.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$259.52
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V869074	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$34.13
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V872316	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$10.40

Montoursville Area School District

Disbursement Detail Listing

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NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V875574	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$293.20
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V877271	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$33.17
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V880069	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$126.80
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V881862	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$60.32
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V8826	10.0462.003.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$31,609.79
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V8826	10.0462.220.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$31,609.79
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V8826	50.0462.003.000.00.000.000.0000	SOCIAL SECURITY TAX	\$279.86
NCB	05/12/2023	1425	INTERNAL REVENUE SERVICE	V8826	50.0462.220.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$279.86
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V883039	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$216.99
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V90247	10.0462.022.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$360.15
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V909210	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$943.83
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V909429	10.0462.022.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$465.70
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V912058	10.0462.006.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$136.51
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V917873	10.0462.019.000.00.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$29,931.32
NCB	05/26/2023	1452	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V917873	50.0462.019.000.00.000.000.0000	EMPLOYEE RETIREMENT	\$294.90

Montoursville Area School District

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V923653	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,726.03
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V932113	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$406.82
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V940813	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$223.07
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V943583	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$40.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V946592	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$70.79
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V958486	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$101.98
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V966471	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$38.00
NCB	05/26/2023	1440	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V975675	10.0462.019.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$684.07
NCB	05/26/2023	1440	PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTE	V975675	10.0462.230.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$182.43
NCB	05/12/2023	1420	TSA CONSULTING GROUP, INC.	V978907	10.0462.022.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$350.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V979526	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.80
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V985998	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$47.24
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V994199	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$1,156.15
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V994199	50.0462.006.000.00.000.000.000.0000	EARNED INCOME TAX	\$6.00
NCB	05/26/2023	1451	MUNICIPAL & SCHOOL INCOME TAX OFFICE	V998090	10.0462.006.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$97.72

Check Total: \$2,170,483.90

Montoursville Area School District

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64930	05/05/2023	1415	BILL WAGNER	SOFTBALL 04/25/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
						Check Total:	\$80.00
64931	05/05/2023	1415	DONALD P. DUNKLEBERGER	SOFTBALL 04/25/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
						Check Total:	\$80.00
64932	05/05/2023	1415	ELERY W NAU INC	2480 SECURITY 04/25/23	10.2660.610.000.00.000.000.000.0000	SUPPLIES	\$7.19
						Check Total:	\$7.19
64933	05/05/2023	1415	GRIZZLY INDUSTRIAL INC	11130543-01	10.1110.610.000.30.811.000.000.0000	1/4" WOOD DOWEL PINS 300 PK	\$16.50
64933	05/05/2023	1415	GRIZZLY INDUSTRIAL INC	11130543-01	10.1110.610.000.30.811.000.000.0000	FORSTNER BIT - 1-5/8"	\$8.50
64933	05/05/2023	1415	GRIZZLY INDUSTRIAL INC	11130543-01	10.1110.610.000.30.811.000.000.0000	SHIPPING	\$14.99
						Check Total:	\$39.99
64934	05/05/2023	1415	HOLGER SCHULT	SOCCER 04/25/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$37.50
64934	05/05/2023	1415	HOLGER SCHULT	SOCCER 04/25/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$37.50
						Check Total:	\$75.00
64935	05/05/2023	1415	PAUL T. FAHRENBACH	SOCCER 04/25/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$37.50
64935	05/05/2023	1415	PAUL T. FAHRENBACH	SOCCER 04/25/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$37.50
						Check Total:	\$75.00
64936	05/05/2023	1415	PROMISED LAND Busing INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$3,113.04
64936	05/05/2023	1415	PROMISED LAND Busing INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$3,334.30
64936	05/05/2023	1415	PROMISED LAND Busing INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,081.80
64936	05/05/2023	1415	PROMISED LAND Busing INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,740.50

Montoursville Area School District

Disbursement Detail Listing

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64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,149.60
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2,904.10
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,388.34
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$682.50
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$911.25
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$1,012.50
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$1,050.00
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$315.00
64936	05/05/2023	1415	PROMISED LAND BUSING INC	APRIL (2) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	(\$6.30)
Check Total:							\$30,476.63
64937	05/05/2023	1415	RICHARD S. ROGERS	BASEBALL 04/27/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
Check Total:							\$85.00
64938	05/05/2023	1415	RODNEY A. WILSON	SOFTBALL 04/27/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
Check Total:							\$80.00
64939	05/05/2023	1415	SCHOOL SPECIALTY LLC	208131425700	10.1243.610.000.10.221.000.000.0000	GIFTED SUPPORT SUPPLIES	\$23.20

Montoursville Area School District

Disbursement Detail Listing

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Voucher Range: 1414 - 1477

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64939	05/05/2023	1415	SCHOOL SPECIALTY LLC	208131425700	10.1243.610.000.10.221.000.000.0000	GIFTED SUPPORT SUPPLIES	\$9.90
						Check Total:	\$33.10
64940	05/05/2023	1415	TERRY BASTIAN	BASEBALL 04/27/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER	\$85.00
						PROFESSIONAL SERVICES	
						Check Total:	\$85.00
64941	05/05/2023	1415	WILLIAM R. BARRETT	SOFTBALL 04/27/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF.	\$80.00
						SERVICES GIRLS SOFTBALL	
						Check Total:	\$80.00
64942	05/10/2023	1422	MCANDREWS LAW OFFICES	14374	10.2310.820.000.00.000.000.000.0000	14374	\$20,000.00
						Check Total:	\$20,000.00
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1211.322.000.00.000.000.000.0000	LIFE SKILLS SUPPORT PROF.	\$66,088.96
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1221.322.000.00.000.000.000.0000	HEARING SUPPORT PROF.	\$2,822.26
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1224.322.000.00.000.000.000.0000	VISION SUPPORT PROF.	\$4,282.64
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1225.322.000.00.000.000.000.0000	SPEECH SUPPORT PROF.	\$46,510.26
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1231.322.000.00.000.000.000.0000	EMOTIONAL SUPPORT PROF.	\$3,244.50
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1233.322.000.00.000.000.000.0000	AUTISTIC SUPPORT PROF.	\$14,965.26
						EDUCATIONAL SERVICES-IU	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.1271.322.000.00.000.000.000.0000	MULTI-HANDICAPPED	\$5,637.40
						SUPPORT PROF. ED.	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.2150.322.000.00.000.000.000.0000	INST AND CURRICULUM	\$1,380.49
						DEVELOP DUES AND FEES	
64943	05/12/2023	1428	BLAST INTERMEDIATE UNIT 17	2301244	10.2420.322.000.00.000.000.000.0000	MEDICAL PROFESSIONAL	\$14,411.98
						EDUCATIONAL SERVICES-IU	
						Check Total:	\$159,343.75
64944	05/12/2023	1428	CHARLES CARNES	BASEBALL 05/05/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER	\$85.00
						PROFESSIONAL SERVICES	

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$85.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$42.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$32.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$255.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$120.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$310.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$38.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$30.00
64945	05/12/2023	1428	COCHLEAR AMERICAS	3327584	10.1241.610.000.30.811.000.000.0000	LEARNING SUPPORT	\$15.00
Check Total:							\$842.00
64946	05/12/2023	1428	FRANK P. GARDINER	BASEBALL 05/06/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$73.00
Check Total:							\$73.00
64947	05/12/2023	1428	HURWITZ BATTERIES , LLC	208255	10.2620.610.000.10.220.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$1,355.80
Check Total:							\$1,355.80
64948	05/12/2023	1428	INFOCON CORPORATION	ICOMN0011588	10.2330.330.000.00.000.000.000.0000	TAX ASSESSMENT AND COLLECTION OTHER PROF.	\$262.92
Check Total:							\$262.92
64949	05/12/2023	1428	J W PEPPER & SON INC	365135062	10.1110.610.000.10.211.000.000.0000	Seize the Day EPRINT by Alan Menken Two-part	\$22.50
64949	05/12/2023	1428	J W PEPPER & SON INC	365135062	10.1110.610.000.10.211.000.000.0000	Siyahamba EPRINT by Moore D. Two-part	\$9.25
64949	05/12/2023	1428	J W PEPPER & SON INC	365135062	10.1110.610.000.10.211.000.000.0000	Just Be Happy EPRINT by PINKZEBRA Two-Part	\$15.75
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Sometimes I Feel Like A Motherless Child	\$19.60
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Sometimes I Feel Like A Motherless Child	\$12.99
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Just Be Happy	\$15.75

Montoursville Area School District

Disbursement Detail Listing

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Where the Music Comes From	\$13.65
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Tyger	\$17.50
64949	05/12/2023	1428	J W PEPPER & SON INC	365163799	10.1110.610.000.10.221.000.000.0000	Exultate Justi in Domino	\$17.50
Check Total:							\$144.49
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	29 APRIL	10.3250.513.000.30.810.044.000.0000	SHAMOKIN	\$423.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	29 APRIL	10.3250.513.000.30.810.044.000.0000	MIFFLINBURG	\$333.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	29 APRIL	10.3250.513.000.30.810.044.000.0000	CENTRAL COLUMBIA	\$374.80
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	29 APRIL	10.3250.513.000.30.810.044.000.0000	MINI-TRIP WMSPT TOURNEY	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	29 APRIL	10.3250.513.000.30.810.044.000.0000	MINI-TRIP WMPST	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	30	10.3250.513.000.30.810.044.000.0000	CENTRAL MT. TOURNAMENT	\$328.80
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	30	10.3250.513.000.30.810.044.000.0000	LEWISBURG	\$255.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	MIFFLINBURG	\$325.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	WYOMING VALLEY WEST	\$560.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	MINI TRIP SOUTH WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	MINI TRIP WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	MIDWEST	\$526.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	DANVILLE	\$333.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	31	10.3250.513.000.30.810.043.000.0000	CENTRAL COLUMBIA	\$449.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	32	10.3250.513.000.30.810.043.000.0000	MIFFLINBURG	\$317.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	32	10.3250.513.000.30.810.043.000.0000	MINI TRIP WILLIAMSPORT	\$225.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	32	10.3250.513.000.30.810.043.000.0000	MIDDLEWEST	\$526.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	32	10.3250.513.000.30.810.043.000.0000	DANVILLE	\$341.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	34	10.3250.513.000.30.810.040.000.0000	MINI TRIP SOUTH WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	34	10.3250.513.000.30.810.040.000.0000	MILTON	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	34	10.3250.513.000.30.810.040.000.0000	MINI TRIP WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	35	10.3250.513.000.30.810.039.000.0000	MINI TRIP MONTGOMERY SCRIMMAGE	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	35	10.3250.513.000.30.810.039.000.0000	MINI TRIP SOUTH WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	35	10.3250.513.000.30.810.039.000.0000	MILTON	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	35	10.3250.513.000.30.810.039.000.0000	MINI TRIP WILLIAMSPORT	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	LEWISBURG	\$317.60
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	LOCK HAVEN INVITE	\$218.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	SHIPPENSBURG INVITE	\$646.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	CENTRAL COLUMBIA	\$472.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	SHAMOKIN	\$499.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.045.000.0000	SELINGSGROVE CLASSIC	\$280.60
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	SELINGSGROVE CLASSIC	\$280.60
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	SHIPPENSBURG INVITE	\$646.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	CENTRAL COLUMBIA	\$472.40

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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☒ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	LOCK HAVEN INVITE	\$218.40
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	LEWISBURG	\$317.60
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	36	10.3250.513.000.30.810.046.000.0000	SHAMOKIN	\$499.20
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	37	10.1110.580.000.30.810.000.000.0000	REGULAR PROGRAMS	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	38	10.1110.580.000.30.810.000.000.0000	REGULAR PROGRAMS	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	39	10.1110.580.000.30.810.000.000.0000	REGULAR PROGRAMS	\$120.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	V539037	10.3250.513.000.30.810.050.000.0000	MINI TRIP LOYALSOCK	\$225.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	V539037	10.3250.513.000.30.810.050.000.0000	DANVILLE	\$276.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	V539037	10.3250.513.000.30.810.050.000.0000	BLOOMSBURG	\$320.00
64950	05/12/2023	1428	JAMES A. CAMPBELL / CAMPBELL BUSING	V539037	10.3250.513.000.30.810.050.000.0000	CENTRAL COLUMBIA	\$500.80
Check Total:							\$14,554.60
64951	05/12/2023	1428	KEVIN E. KLINE	BASEBALL 05/06/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER	\$146.00
							PROFESSIONAL SERVICES
Check Total:							\$146.00
64952	05/12/2023	1428	MODERNFOLD OF READING, INC.	306.23	10.2620.431.000.20.510.000.000.0000	OPERATION OF BUILDINGS	\$1,725.00
							BUILDING REPAIRS
Check Total:							\$1,725.00
64953	05/12/2023	1428	MONTOURSVILLE TRACK BOOSTER	1491103	10.3250.810.000.30.810.045.000.0000	ATHLETICS DUES AND FEES	\$155.00
							BOYS TRACK
64953	05/12/2023	1428	MONTOURSVILLE TRACK BOOSTER	1491103	10.3250.810.000.30.810.046.000.0000	ATHLETICS DUES AND FEES	\$155.00
							GIRLS TRACK
Check Total:							\$310.00
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$12.99
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$12.99
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$24.99

Montoursville Area School District

Disbursement Detail Listing

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$7.99
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$15.99
64954	05/12/2023	1428	OTC BRANDS INC	71805032-02	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$12.99
Check Total:							\$87.94
64955	05/12/2023	1428	PMEA DISTRICT VIII	CHORUS FEST 2023	10.3210.810.000.20.511.000.000.0000	STUDENT ACTIVITIES DUES AND FEES	\$20.00
Check Total:							\$20.00
64956	05/12/2023	1428	POSTAGE PROS PLUS	47907	10.2261.610.000.00.000.000.000.0000	INSTRUCTION AND CURRICULUM DEVELOPMENT	\$141.06
64956	05/12/2023	1428	POSTAGE PROS PLUS	47907	10.2360.610.000.00.000.000.000.0000	OFFICE OF THE SUPERINTENDENT SUPPLIES	\$141.06
64956	05/12/2023	1428	POSTAGE PROS PLUS	47907	10.2590.610.000.00.000.000.000.0000	OTHER SUPPORT-BUSINESS SUPPLIES	\$141.06
Check Total:							\$423.18
64957	05/12/2023	1428	PPL ELECTRIC UTILITIES	43600-96004 04/28/23	10.2620.622.000.10.220.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$36.37
Check Total:							\$36.37
64958	05/12/2023	1428	PPL ELECTRIC UTILITIES	83597-67005 04/27/23	10.2620.622.000.30.810.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$7,317.48
Check Total:							\$7,317.48
64959	05/12/2023	1428	ROBERT J. LYNN, SR.	BASEBALL 05/08/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
Check Total:							\$85.00
64960	05/12/2023	1428	ROBERT M SIDES INC	3408166	10.1110.432.000.30.811.000.000.0000	REGULAR PROGRAMS EQUIPMENT REPAIRS	\$120.00
Check Total:							\$120.00
64961	05/12/2023	1428	RYAN NENFER	BASEBALL 05/06/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$73.00
Check Total:							\$73.00
64962	05/12/2023	1428	S. JEAN COHICK	04/17/23-04/28/23	10.2120.330.990.30.810.000.000.0000	OTHER PROFESSIONAL SERVICES	\$3,565.40
Check Total:							\$3,565.40

Montoursville Area School District

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64963	05/12/2023	1428	SUSQUEHANNA FIRE EQUIPMENT COMPANY	12470513	10.2620.431.000.10.210.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$44.56
64963	05/12/2023	1428	SUSQUEHANNA FIRE EQUIPMENT COMPANY	12470513	10.2620.431.000.10.220.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$44.56
64963	05/12/2023	1428	SUSQUEHANNA FIRE EQUIPMENT COMPANY	12470513	10.2620.431.000.20.510.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$77.83
64963	05/12/2023	1428	SUSQUEHANNA FIRE EQUIPMENT COMPANY	12470513	10.2620.431.000.30.810.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$118.05
Check Total:							\$285.00
64964	05/12/2023	1428	TERRY BASTIAN	BASEBALL 05/05/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
64964	05/12/2023	1428	TERRY BASTIAN	BASEBALL 05/08/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
Check Total:							\$170.00
64965	05/12/2023	1428	TODD G. GRINDLE	BASEBALL 05/04/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$35.00
Check Total:							\$35.00
64966	05/12/2023	1428	TOM MULCAHY JR	BASEBALL 05/04/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$35.00
Check Total:							\$35.00
64967	05/12/2023	1429	LOWES	98000435283 04/25/23	10.1110.752.000.20.511.000.000.0000	REGULAR PROGRAMS ADDITIONAL EQUIPMENT	\$43.66
64967	05/12/2023	1429	LOWES	98000435283 04/25/23	10.2620.610.000.10.210.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$20.86
64967	05/12/2023	1429	LOWES	98000435283 04/25/23	10.2620.610.000.10.220.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$9.66
64967	05/12/2023	1429	LOWES	98000435283 04/25/23	10.2620.610.000.20.510.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$43.89
Check Total:							\$118.07
64968	05/15/2023	1431	JAMES A. CAMPBELL / CAMPBELL BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,684.55

Montoursville Area School District

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$5,684.55
64969	05/15/2023	1431	JEAN SERVICES	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,545.62
64969	05/15/2023	1431	JEAN SERVICES	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$7,792.47
Check Total:							\$13,338.09
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,817.11
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$7,498.51
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$8,200.01
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$9,977.15
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,279.77
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,338.67
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,207.78
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,943.99
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,912.33
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$5,835.57
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,136.04
64970	05/15/2023	1431	KOSER BUSING	MAY 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$6,516.22
Check Total:							\$81,663.15

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64971	05/19/2023	1435	ANTHONY PERROTTA	SOFTBALL 05/10/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$118.00
						Check Total:	\$118.00
64972	05/19/2023	1435	BRIAN ANSTADT	SOCCER 05/11/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$37.50
64972	05/19/2023	1435	BRIAN ANSTADT	SOCCER 05/11/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$37.50
						Check Total:	\$75.00
64973	05/19/2023	1435	CHANCE KATZ	BASEBALL 05/09/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
						Check Total:	\$85.00
64974	05/19/2023	1435	DANNY E. TROXELL	SOFTBALL 05/09/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
						Check Total:	\$80.00
64975	05/19/2023	1435	FRANK P. GARDINER	BASEBALL 05/09/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
						Check Total:	\$85.00
64976	05/19/2023	1435	FRONTIER	19787490629173 05/23	10.2620.530.000.10.220.000.000.0000	OPERATION OF BUILDINGS COMMUNICATIONS	\$449.37
						Check Total:	\$449.37
64977	05/19/2023	1435	HARVEST OF HOPE FOODBANK	DONATION	10.2370.891.107.00.000.000.000.0000	BACKPACK PROGRAM	\$1,000.00
						Check Total:	\$1,000.00
64978	05/19/2023	1435	JIM DRAGANO	SOFTBALL 05/09/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
						Check Total:	\$80.00
64979	05/19/2023	1435	MARK F. MARINUCCI	BASEBALL 05/10/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
						Check Total:	\$85.00
64980	05/19/2023	1435	MONTOURSVILLE BOROUGH WATER WORKS	2883 & 2885	10.2620.424.000.10.220.000.000.0000	OPERATION OF BUILDINGS WATER/SEWAGE	\$777.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64980	05/19/2023	1435	MONTOURSVILLE BOROUGH WATER WORKS	2883 & 2885	10.2620.424.000.30.810.000.000.0000	OPERATION OF BUILDINGS WATER/SEWAGE	\$1,167.00
64980	05/19/2023	1435	MONTOURSVILLE BOROUGH WATER WORKS	2886 05/01/2023	10.3250.424.000.30.810.000.000.0000	WATER/SEWAGE	\$1,153.00
64980	05/19/2023	1435	MONTOURSVILLE BOROUGH WATER WORKS	2895 05/01/2023	10.3250.424.000.20.510.000.000.0000	FAIRVIEW AND CEDAR ST	\$11,472.00
Check Total:							\$14,569.00
64981	05/19/2023	1435	PAUL BERNOR	SOFTBALL 05/10/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$118.00
Check Total:							\$118.00
64982	05/19/2023	1435	PAUL T. FAHRENBACH	SOCCER 05/09/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$75.00
64982	05/19/2023	1435	PAUL T. FAHRENBACH	SOCCER 05/09/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$75.00
Check Total:							\$150.00
64983	05/19/2023	1435	Employee Vendor	STEM 04/30/2023	10.3210.610.000.30.811.000.000.0000	STUDENT ACTIVITIES SUPPLIES	\$71.63
Check Total:							\$71.63
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,153.70
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$3,334.30
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$3,161.60
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,095.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,270.30
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$740.31
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$3,252.80

Montoursville Area School District

Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$825.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$1,087.50
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$105.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$315.00
64984	05/19/2023	1435	PROMISED LAND BUSING INC	MAY (1) 2023	10.2730.390.000.00.000.000.000.0000	MONITORING SERVICES OTHER PURCHASED	(\$1.35)
64985	05/19/2023	1435	QUADIENT LEASING USA, INC.	N9926168	10.2590.530.000.00.000.000.000.0000	Check Total: OTHER SUPPORT-BUSINESS COMMUNICATIONS	\$28,039.16 \$208.89
64986	05/19/2023	1435	R.E. MICHAEL COMPANY INC.	306602786	10.2620.610.000.20.510.000.000.0000	Check Total: OPERATION OF BUILDINGS SUPPLIES	\$208.89 \$121.78
64986	05/19/2023	1435	R.E. MICHAEL COMPANY INC.	306602786	10.2620.610.000.20.510.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$9.97
64986	05/19/2023	1435	R.E. MICHAEL COMPANY INC.	306602786	10.2620.610.000.30.810.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$16.60
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1110.214.000.30.810.000.000.0000	Check Total: DISABILITY INSURANCE	\$148.35 \$368.38
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1110.214.421.10.220.000.000.0000	DISABILITY INSURANCE	\$210.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1190.214.411.10.210.000.000.0000	DISABILITY INSURANCE	\$130.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1190.214.411.10.220.000.000.0000	DISABILITY INSURANCE	\$210.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1221.214.000.10.220.000.000.0000	DISABILITY INSURANCE	\$130.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1225.214.000.10.220.000.000.0000	DISABILITY INSURANCE	\$170.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1231.214.000.20.510.000.000.0000	DISABILITY INSURANCE	\$210.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1231.214.000.30.810.000.000.0000	DISABILITY INSURANCE	\$180.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1241.214.000.10.210.000.000.0000	DISABILITY INSURANCE	\$400.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1241.214.000.10.220.000.000.0000	DISABILITY INSURANCE	\$370.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1241.214.000.20.510.000.000.0000	DISABILITY INSURANCE	\$700.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.1241.214.000.30.810.000.000.0000	DISABILITY INSURANCE	\$890.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2120.214.000.10.210.000.000.0000	DISABILITY INSURANCE	\$210.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2120.214.000.10.220.000.000.0000	DISABILITY INSURANCE	\$210.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2120.214.000.20.510.000.000.0000	DISABILITY INSURANCE	\$420.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2120.214.000.30.810.000.000.0000	DISABILITY INSURANCE	\$360.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2250.214.000.10.210.000.000.0000	DISABILITY INSURANCE	\$100.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2250.214.000.10.220.000.000.0000	DISABILITY INSURANCE	\$100.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2250.214.000.30.810.000.000.0000	DISABILITY INSURANCE	\$100.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2360.214.000.00.000.000.000.0000	DISABILITY INSURANCE	\$810.00
64987	05/19/2023	1435	RELIANCE STANDARD LIFE INS CO	2023 QUARTER 3	10.2380.214.000.10.210.000.000.0000	DISABILITY INSURANCE	\$123.86

Check Total: \$6,402.24

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
64988	05/19/2023	1435	ROBERT HANSON	BASEBALL 05/10/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
Check Total:							\$85.00
64989	05/19/2023	1435	ROBERT L. TITMAN	SOCCER 05/09/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$75.00
64989	05/19/2023	1435	ROBERT L. TITMAN	SOCCER 05/09/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$75.00
64989	05/19/2023	1435	ROBERT L. TITMAN	SOCCER 05/11/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$37.50
64989	05/19/2023	1435	ROBERT L. TITMAN	SOCCER 05/11/2023	10.3250.330.000.30.810.040.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOCCER	\$37.50
Check Total:							\$225.00
64990	05/19/2023	1435	SUSQUEHANNA PHYSICIAN SERVICES	00049375-00	10.0155.000.000.00.000.000.000.0000	KOSER 23-176	\$190.00
Check Total:							\$190.00
64991	05/19/2023	1435	UGI ENERGY SERVICES LLC	G5644975	10.2620.621.000.10.220.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$585.04
64991	05/19/2023	1435	UGI ENERGY SERVICES LLC	G5644975	10.2620.621.000.20.510.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$283.76
64991	05/19/2023	1435	UGI ENERGY SERVICES LLC	G5644975	10.2620.621.000.30.810.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$637.30
Check Total:							\$1,506.10
64992	05/19/2023	1435	WEIS MARKETS INC	2259 04/29/2023	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$56.86
64992	05/19/2023	1435	WEIS MARKETS INC	2259 04/29/2023	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$126.25
64992	05/19/2023	1435	WEIS MARKETS INC	2259 04/29/2023	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$33.07
64992	05/19/2023	1435	WEIS MARKETS INC	2259 04/29/2023	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$250.62
64992	05/19/2023	1435	WEIS MARKETS INC	2259 04/29/2023	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$94.38
Check Total:							\$561.18
64993	05/24/2023	1445	Employee Vendor	MEAL MONEY 05/25/23	10.3250.580.000.30.810.045.000.0000	ATHLETICS TRAVEL BOYS TRACK	\$180.00

Montoursville Area School District

Disbursement Detail Listing

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Voucher Range: 1414 - 1477

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64993	05/24/2023	1445	Employee Vendor	MEAL MONEY 05/25/23	10.3250.580.000.30.810.046.000.0000	ATHLETICS TRAVEL GIRLS TRACK	\$60.00
Check Total:							\$240.00
64994	05/26/2023	1455	21ST CENTURY CYBER CHARTER SCHOOL	MAY 2023	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$2,013.30
Check Total:							\$2,013.30
64995	05/26/2023	1455	AGORA CYBER CHARTER SCHOOL AR	863690	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$2,156.59
64995	05/26/2023	1455	AGORA CYBER CHARTER SCHOOL AR	863690	10.1290.562.000.00.000.000.000.0000	SPECIAL PROGRAMS TUITION PA CHARTER	\$6,735.94
Check Total:							\$8,892.53
64996	05/26/2023	1455	Employee Vendor	CERTIFICATION 051523	10.2380.610.000.20.511.000.000.0000	OFFICE OF THE PRINCIPAL SUPPLIES	\$260.00
64996	05/26/2023	1455	Employee Vendor	COLLEGE SPRING 2023	10.2380.240.000.20.510.000.000.0000	OFFICE OF THE PRINCIPAL TUITION REIMBURSEMENT	\$4,093.10
Check Total:							\$4,353.10
64997	05/26/2023	1455	Employee Vendor	MEALS 03/22/2023	10.3250.580.000.30.810.060.000.0000	ATHLETICS TRAVEL ALL SPORTS	\$117.02
Check Total:							\$117.02
64998	05/26/2023	1455	BLAST INTERMEDIATE UNIT 17	2301227	10.2240.766.990.00.000.000.000.0000	OptiPlex 7000 Tower	\$38,029.56
64998	05/26/2023	1455	BLAST INTERMEDIATE UNIT 17	2301227	10.2240.766.990.00.000.000.000.0000	Dell 24 Monitor - P2422H	\$7,625.59
Check Total:							\$45,655.15
64999	05/26/2023	1455	BSN SPORTS	921097813	10.3250.762.000.30.810.045.000.0000	ATHLETICS REPLACEMENT EQUIPMENT BOYS TRACK	\$980.21
64999	05/26/2023	1455	BSN SPORTS	921097813	10.3250.762.000.30.810.046.000.0000	ATHLETICS REPLACEMENT EQUIPMENT GIRLS TRACK	\$980.21
Check Total:							\$1,960.42
65000	05/26/2023	1455	CHARLES CARNES	BASEBALL 05/16/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
Check Total:							\$85.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65001	05/26/2023	1455	CLARION AREA SCHOOL DISTRICT	2300000370	10.1442.561.000.30.810.000.000.0000	ALTERNATIVE EDUCATION PROG. TUITION OTHER	\$281.32
Check Total:							\$281.32
65002	05/26/2023	1455	EDWARD N. RUSSELL	SOFTBALL 05/12/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
Check Total:							\$80.00
65003	05/26/2023	1455	ESS	INV 413247	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
65003	05/26/2023	1455	ESS	INV 416287	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$423.51
65003	05/26/2023	1455	ESS	INV 417631	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$564.68
65003	05/26/2023	1455	ESS	INV 420269	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
65003	05/26/2023	1455	ESS	INV422413	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
65003	05/26/2023	1455	ESS	INV425493	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
65003	05/26/2023	1455	ESS	INV427297	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
Check Total:							\$4,517.44
65004	05/26/2023	1455	FRED HAMM INC	090110	10.2620.411.000.10.210.000.000.0000	OPERATION OF BUILDINGS DISPOSAL SERVICES	\$319.94
65004	05/26/2023	1455	FRED HAMM INC	090110	10.2620.411.000.10.220.000.000.0000	OPERATION OF BUILDINGS DISPOSAL SERVICES	\$505.46
65004	05/26/2023	1455	FRED HAMM INC	090110	10.2620.411.000.20.510.000.000.0000	OPERATION OF BUILDINGS DISPOSAL SERVICES	\$1,161.29
65004	05/26/2023	1455	FRED HAMM INC	090110	10.2620.411.000.30.810.000.000.0000	OPERATION OF BUILDINGS DISPOSAL SERVICES	\$1,039.50
Check Total:							\$3,026.19

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65005	05/26/2023	1455	FRONTIER	35350515013 MAY 2023	10.2620.530.000.10.220.000.000.0000	OPERATION OF BUILDINGS COMMUNICATIONS	\$514.24
						Check Total:	\$514.24
65006	05/26/2023	1455	Employee Vendor	HOMEWORK CLUB 050123	10.1450.610.996.20.511.000.000.0000	SUPPLIES	\$47.35
						Check Total:	\$47.35
65007	05/26/2023	1455	GREGORY ALAN O'DELL	SOFTBALL 05/12/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$80.00
						Check Total:	\$80.00
65008	05/26/2023	1455	Employee Vendor	12 CREDITS	10.1110.240.000.20.510.000.000.0000	DESIGNING CURRICULUM AND INSTRUCTION D 183	\$610.83
65008	05/26/2023	1455	Employee Vendor	12 CREDITS	10.1110.240.000.20.510.000.000.0000	DATA- INFORMED PRACTICES D 179	\$610.84
65008	05/26/2023	1455	Employee Vendor	12 CREDITS	10.1110.240.000.20.510.000.000.0000	THE REFLECTIVE PRACTITIONER D 182	\$610.83
65008	05/26/2023	1455	Employee Vendor	12 CREDITS	10.1110.240.000.20.510.000.000.0000	DIFFERENTIATED INSTRUCTION D 187	\$610.84
						Check Total:	\$2,443.34
65009	05/26/2023	1455	INFOCON CORPORATION	ICOMN0011329	10.2330.330.000.00.000.000.000.0000	TAX ASSESSMENT AND COLLECTION OTHER PROF.	\$262.92
						Check Total:	\$262.92
65010	05/26/2023	1455	J.C. EHRLICH	258101C	10.2620.460.000.10.210.000.000.0000	OPERATION OF BUILDINGS EXTERMINATION SERVICES	\$429.12
65010	05/26/2023	1455	J.C. EHRLICH	258101C	10.2620.460.000.10.220.000.000.0000	OPERATION OF BUILDINGS EXTERMINATION SERVICES	\$64.00
65010	05/26/2023	1455	J.C. EHRLICH	258101C	10.2620.460.000.20.510.000.000.0000	OPERATION OF BUILDINGS EXTERMINATION SERVICES	\$75.00
65010	05/26/2023	1455	J.C. EHRLICH	258101C	10.2620.460.000.30.810.000.000.0000	OPERATION OF BUILDINGS EXTERMINATION SERVICES	\$64.00
						Check Total:	\$632.12

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

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65011	05/26/2023	1455	JAMES M SNYDER	SOCCER 05/13/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$210.00
						Check Total:	\$210.00
65012	05/26/2023	1455	Employee Vendor	GAMING CLUB	10.1450.610.996.20.511.000.000.0000	SUPPLIES	\$115.42
						Check Total:	\$115.42
65013	05/26/2023	1455	JOSEPH W. BROWN	SOFTBALL 05/15/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$123.00
						Check Total:	\$123.00
65014	05/26/2023	1455	JOSTENS INC.	31440177	10.2380.610.000.30.811.000.000.0000	OFFICE OF THE PRINCIPAL SUPPLIES	\$29.54
						Check Total:	\$29.54
65015	05/26/2023	1455	JUSTICE WORKS YOUTHCARE	31503	10.1442.561.000.30.810.000.000.0000	ALTERNATIVE EDUCATION PROG. TUITION OTHER	\$1,411.00
						Check Total:	\$1,411.00
65016	05/26/2023	1455	KEYSTONE ADVERTISING SPECIALTIES	#22598-1	10.3250.610.000.30.810.060.000.0000	ATHLETICS SUPPLIES ALL SPORTS	\$40.00
65016	05/26/2023	1455	KEYSTONE ADVERTISING SPECIALTIES	#22598-1	10.3250.610.000.30.810.060.000.0000	ATHLETICS SUPPLIES ALL SPORTS	\$35.00
						Check Total:	\$75.00
65017	05/26/2023	1455	LIBERTY MUTUAL	09813018	10.2310.820.000.00.000.000.000.0000	BOARD SERVICES CLAIMS AGAINST THE LEA	\$5,000.00
						Check Total:	\$5,000.00
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11214209	10.2380.432.000.10.210.000.000.0000	OFFICE OF THE PRINCIPAL EQUIPMENT REPAIRS	\$333.08
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11214209	10.2380.432.000.10.220.000.000.0000	OFFICE OF THE PRINCIPAL EQUIPMENT REPAIRS	\$499.63
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11214209	10.2380.432.000.20.510.000.000.0000	OFFICE OF THE PRINCIPAL EQUIPMENT REPAIRS	\$499.64
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11214209	10.2380.432.000.30.810.000.000.0000	OFFICE OF THE PRINCIPAL EQUIPMENT REPAIRS	\$499.64

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11214209	10.2590.432.000.00.000.000.0000	OTHER SUPPORT-BUSINESS EQUIPMENT REPAIRS	\$166.55
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.1110.610.000.10.211.000.000.0000	REGULAR PROGRAMS	\$14.94
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.1110.610.000.10.221.000.000.0000	REGULAR PROGRAMS	\$18.20
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.1110.610.000.20.511.000.000.0000	REGULAR PROGRAMS	\$58.26
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$78.63
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2261.610.000.00.000.000.000.0000	INSTRUCTION AND CURRICULUM DEVELOPMENT	\$9.47
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2360.610.000.00.000.000.000.0000	OFFICE OF THE SUPERINTENDENT SUPPLIES	\$6.26
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2440.610.000.30.811.000.000.0000	NURSING SUPPLIES	\$7.48
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2590.610.000.00.000.000.000.0000	OTHER SUPPORT-BUSINESS SUPPLIES	\$30.89
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2620.610.000.20.510.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$5.92
65018	05/26/2023	1455	MARCO TECHNOLOGIES	INV11219948	10.2620.610.000.30.810.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$5.89
65019	05/26/2023	1455	MARK F. MARINUCCI	BASEBALL 05/16/2023	10.3250.330.000.30.810.043.000.0000	ATHLETICS OTHER PROFESSIONAL SERVICES	\$85.00
65020	05/26/2023	1455	Employee Vendor	AFTER SCHOOL 051123	10.1450.610.996.20.511.000.000.0000	SUPPLIES	\$48.57
65020	05/26/2023	1455	Employee Vendor	AFTER SCHOOL 051723	10.1450.610.996.20.511.000.000.0000	SUPPLIES	\$62.32
65021	05/26/2023	1455	MICHAEL S. RENDOS	SOFTBALL 05/15/2023	10.3250.330.000.30.810.044.000.0000	ATHLETICS OTHER PROF. SERVICES GIRLS SOFTBALL	\$123.00
65022	05/26/2023	1455	NATIONAL CHEERLEADERS ASSOCIATION	REG-0011131063	10.3250.330.000.30.810.048.000.0000	ATHLETICS OTHER PROF. SERVICES CHEERLEADING	\$3,675.00

Check Total: \$2,234.48

Check Total: \$85.00

Check Total: \$110.89

Check Total: \$123.00

Check Total: \$3,675.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65023	05/26/2023	1455	NEW STORY SCHOOLS	INV54571	10.1231.561.000.30.810.000.000.0000	EMOTIONAL SUPPORT TUITION OTHER SCHOOLS	\$8,337.00
						Check Total:	\$8,337.00
65024	05/26/2023	1455	Employee Vendor	34024	10.1110.240.000.30.810.000.000.0000	REGULAR PROGRAMS TUITION REIMBURSEMENT	\$1,005.00
						Check Total:	\$1,005.00
65025	05/26/2023	1455	Employee Vendor	525-01	10.1110.240.000.30.810.000.000.0000	MULTICULTURED	\$1,005.00
65025	05/26/2023	1455	Employee Vendor	HAMMERS 05/14/2023	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$12.45
65025	05/26/2023	1455	Employee Vendor	SCREWS 05/09/2023	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$14.51
						Check Total:	\$1,031.96
65026	05/26/2023	1455	PPL ELECTRIC UTILITIES	06140-47004 04/19/23	10.3250.622.000.30.810.036.000.0000	ATHLETICS ELECTRICITY FOOTBALL	\$858.36
65026	05/26/2023	1455	PPL ELECTRIC UTILITIES	28070-50006 05/09/23	10.2620.622.000.20.510.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.06
65026	05/26/2023	1455	PPL ELECTRIC UTILITIES	76300-45007 05/12/23	10.3250.622.000.30.810.043.000.0000	ATHLETICS ELECTRICITY BASEBALL	\$158.84
						Check Total:	\$1,042.26
65027	05/26/2023	1455	PPL. ELECTRIC UTILITIES	83597-67005 05/02/23	10.2620.622.000.30.810.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$7,374.64
						Check Total:	\$7,374.64
65028	05/26/2023	1455	Employee Vendor	TRAINING MILEAGE	10.2519.580.000.00.000.000.000.0000	OTHER FISCAL SERVICES TRAVEL	\$53.38
						Check Total:	\$53.38
65029	05/26/2023	1455	RICK ZIMMERMAN	SOCCER 05/13/2023	10.3250.330.000.30.810.039.000.0000	ATHLETICS OTHER PROF. SERVICES BOYS SOCCER	\$210.00
						Check Total:	\$210.00
65030	05/26/2023	1455	Employee Vendor	MILEAGE 03/13-03/24	10.2240.580.000.00.000.000.000.0000	COMPUTER-ASSISTED SUPPORT TRAVEL	\$44.54
65030	05/26/2023	1455	Employee Vendor	MILEAGE 04/10-04/21	10.2240.580.000.00.000.000.000.0000	COMPUTER-ASSISTED SUPPORT TRAVEL	\$40.22

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65030	05/26/2023	1455	Employee Vendor	MILEAGE 04/24-05/05	10.2240.580.000.00.000.000.000.0000	COMPUTER-ASSISTED SUPPORT TRAVEL	\$51.87
Check Total:							\$136.63
65031	05/26/2023	1455	S. JEAN COHICK	05/012023-05/12/2023	10.2120.330.990.30.810.000.000.0000	OTHER PROFESSIONAL SERVICES	\$3,565.40
Check Total:							\$3,565.40
65032	05/26/2023	1455	Employee Vendor	SCRUBS	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$77.96
Check Total:							\$77.96
65033	05/26/2023	1455	SUPERIOR PLUS PROPANE	13432353	10.2620.610.000.20.510.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$349.85
65033	05/26/2023	1455	SUPERIOR PLUS PROPANE	13432353	10.2620.610.000.20.510.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$93.73
65033	05/26/2023	1455	SUPERIOR PLUS PROPANE	13432353	10.2620.627.000.30.810.000.000.0000	OPERATION OF BUILDINGS DIESEL FUEL	\$508.96
Check Total:							\$952.54
65034	05/26/2023	1455	THE MEADOWS PSYCHIATRIC CENTER	084676-1	10.1442.561.000.20.510.000.000.0000	ALTERNATIVE EDUCATION PROG. TUITION OTHER	\$603.00
Check Total:							\$603.00
65035	05/26/2023	1455	UGI UTILITIES INC	411005352389	10.2620.621.000.30.810.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$1,359.63
65035	05/26/2023	1455	UGI UTILITIES INC	411007891624	10.2620.621.000.10.220.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$1,146.06
65035	05/26/2023	1455	UGI UTILITIES INC	411007891624	10.2620.621.000.20.510.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$866.97
Check Total:							\$3,372.66
65036	05/26/2023	1455	VERIZON WIRELESS	9934666741	10.2620.530.000.00.000.000.000.0000	COMMUNICATIONS	\$992.56
Check Total:							\$992.56
65037	05/26/2023	1455	WELD TEC SERVICE & SALES	MONTA.H.2304	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$98.28
Check Total:							\$98.28
65038	05/26/2023	1455	WEX HEALTH INC	0001721577-IN	10.1110.810.000.00.000.000.000.0000	REGULAR PROGRAMS DUES AND FEES	\$373.50
Check Total:							\$373.50

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Voucher Range: 1414 - 1477

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65039	05/26/2023	1449	MONTOURSVILLE AREA EDUCATION	V640298	10.0462.020.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4,985.04
65039	05/26/2023	1449	MONTOURSVILLE AREA EDUCATION	V69701	10.0462.020.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$4,985.04
Check Total:							\$9,970.08
65040	05/26/2023	1446	WASHINGTON NATIONAL INSURANCE COMPANY	V489448	10.0462.028.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$152.25
65040	05/26/2023	1446	WASHINGTON NATIONAL INSURANCE COMPANY	V754219	10.0462.028.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$152.25
Check Total:							\$304.50
65041	05/26/2023	1450	MONTOURSVILLE AREA EDUCATIONAL	V130600	10.0462.020.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$299.69
65041	05/26/2023	1450	MONTOURSVILLE AREA EDUCATIONAL	V773629	10.0462.020.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$299.69
Check Total:							\$599.38
65042	05/26/2023	1454	ALLSTATE BENEFITS	V358754	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$65.66
65042	05/26/2023	1454	ALLSTATE BENEFITS	V389620	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$52.42
65042	05/26/2023	1454	ALLSTATE BENEFITS	V558901	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$52.42
65042	05/26/2023	1454	ALLSTATE BENEFITS	V812642	10.0462.025.000.00.000.000.000.0000	PAYROLL DEDUCTIONS AND WITHHOLDING	\$65.66
Check Total:							\$236.16
65043	05/31/2023	1459	JEAN SERVICES	MAY TECH RUN	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,515.00
Check Total:							\$4,515.00
65044	05/31/2023	1459	KOSER BUSING	MAY GEISINGER	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,230.00
Check Total:							\$1,230.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

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Fiscal Year: 2022-2023

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65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,426.20
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$3,357.60
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2,876.20
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,146.80
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,161.10
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$108.89
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$4,970.20
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2720.513.000.00.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2.55
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$975.00
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$862.50
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$900.00
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$1,050.00
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$45.00
65045	06/02/2023	1464	PROMISED LAND BUSING INC	MAY (2) 2023	10.2730.390.000.00.000.000.0000	MONITORING SERVICES OTHER PURCHASED	\$412.50

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$29,194.54
65046	06/08/2023	1472	JAMES A. CAMPBELL / CAMPBELL Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,461.75
Check Total:							\$1,461.75
65047	06/08/2023	1472	JEAN SERVICES	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,426.00
65047	06/08/2023	1472	JEAN SERVICES	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2,003.80
Check Total:							\$3,429.80
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,495.85
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,928.20
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2,108.55
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$2,565.55
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,614.80
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,629.95
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,596.30
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,785.60
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,520.30
65048	06/08/2023	1472	KOSER Busing	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,500.55

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65048	06/08/2023	1472	KOSER BUSING	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,577.85
65048	06/08/2023	1472	KOSER BUSING	JUNE 2023	10.2720.513.000.00.000.000.000.0000	VEHICLE OPERATION CONTRACTED CARRIERS	\$1,675.60
Check Total:							\$20,999.10
65049	06/13/2023	1476	A-1 PORTABLE TOILETS	022297	10.3250.610.000.30.810.050.000.0000	ATHLETICS SUPPLIES BOYS TENNIS	\$125.00
Check Total:							\$125.00
65050	06/13/2023	1476	ALBRIGHT STUDIO PHOTOGRAPHY	1433	10.2380.610.000.30.811.000.000.0000	OFFICE OF THE PRINCIPAL SUPPLIES	\$2,385.00
Check Total:							\$2,385.00
65051	06/13/2023	1476	ATT SPORTS, INC.	23023-REP	10.2620.431.000.30.810.000.000.0000	High school final track repair to sink hole in lane 1	\$14,620.00
Check Total:							\$14,620.00
65052	06/13/2023	1476	BLAST INTERMEDIATE UNIT 17	2301193	10.2240.340.000.00.000.000.000.0000	COMPUTER-ASSISTED SUPPORT TECHNICAL	\$517.50
65052	06/13/2023	1476	BLAST INTERMEDIATE UNIT 17	2301193	10.2240.530.000.00.000.000.000.0000	COMPUTER-ASSISTED SUPPORT	\$678.40
65052	06/13/2023	1476	BLAST INTERMEDIATE UNIT 17	2301193	10.2240.530.000.10.210.000.000.0000	COMPUTER-ASSISTED SUPPORT	\$738.98
65052	06/13/2023	1476	BLAST INTERMEDIATE UNIT 17	2301193	10.2620.530.000.00.000.000.000.0000	COMMUNICATIONS	\$923.00
Check Total:							\$2,857.88
65053	06/13/2023	1476	Employee Vendor	PMEA REGISTRATION	10.1110.580.000.20.510.000.000.0000	REGULAR PROGRAMS	\$170.00
Check Total:							\$170.00
65054	06/13/2023	1476	CATALIS PAYMENTS LLC	INV4327178	10.0155.000.000.00.000.000.000.0000	TAX REFUND	\$1,759.02
Check Total:							\$1,759.02
65055	06/13/2023	1476	CHESTER COUNTY I. U.	448372	10.1110.561.000.20.510.000.000.0000	REGULAR PROGRAMS TUITION OTHER SCHOOLS	\$1,782.48
Check Total:							\$1,782.48
65056	06/13/2023	1476	COLLEGE BOARD	A241243061	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$20,152.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65056	06/13/2023	1476	COLLEGE BOARD	A241243061	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$80.00
65056	06/13/2023	1476	COLLEGE BOARD	A241243061	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DIS	(\$1,645.00)
65056	06/13/2023	1476	COLLEGE BOARD	A241243061	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	(\$1,551.00)
Check Total:							\$17,036.00
65057	06/13/2023	1476	COMMONWEALTH CHARTER ACADEMY	862984	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$25,879.12
65057	06/13/2023	1476	COMMONWEALTH CHARTER ACADEMY	862984	10.1290.562.000.00.000.000.000.0000	SPECIAL PROGRAMS TUITION PA CHARTER	\$38,170.37
Check Total:							\$64,049.49
65058	06/13/2023	1476	CXTEC	7185655 & 7185785	10.2240.756.990.00.000.000.000.0000	R760 TRIBAND WI-FI 6E AP 4x4:4 U	\$2,434.00
65058	06/13/2023	1476	CXTEC	7185655 & 7185785	10.2240.756.990.00.000.000.000.0000	RUCKUS WIRELESS : 1 AP LICENSE UPGRADE FOR	\$86.60
65058	06/13/2023	1476	CXTEC	7185655 & 7185785	10.2240.756.990.00.000.000.000.0000	End User WatchDog Support Per SZ/vSZ AP, 1 YR	\$35.70
Check Total:							\$2,556.30
65059	06/13/2023	1476	ENVIRONMENTAL SERVICE LABORATORIES INC	2310156	10.2620.390.000.10.210.000.000.0000	OPERATION OF BUILDINGS OTHER PURCHASED	\$68.30
Check Total:							\$68.30
65060	06/13/2023	1476	ESS	INV249698	10.1241.329.000.00.000.000.000.0000	LEARNING SUPPORT PROF. EDUCATIONAL	\$705.85
Check Total:							\$705.85
65061	06/13/2023	1476	G I ELECTRIC CO	40553	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$99.60
Check Total:							\$99.60
65062	06/13/2023	1476	GEORGE ELY ASSOCIATES INC	E-14050	10.2620.610.000.10.210.000.000.0000	OPERATION OF BUILDINGS SUPPLIES	\$1,083.26
Check Total:							\$1,083.26
65063	06/13/2023	1476	INSIGHT PA CYBER CHARTER SCHOOL	862020	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$2,156.60
Check Total:							\$2,156.60

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65064	06/13/2023	1476	INTRADO INTERACTIVE SEVICES CORPORATION	348432	10.2240.650.000.00.000.000.0000	COMPUTER-ASSISTED SUPPORT SUPPLIES AND	\$3,600.00
65064	06/13/2023	1476	INTRADO INTERACTIVE SEVICES CORPORATION	348432	10.2240.650.000.00.000.000.0000	COMPUTER-ASSISTED SUPPORT SUPPLIES AND	\$180.00
Check Total:							\$3,780.00
65065	06/13/2023	1476	JD WELDING & SANDBLASTING LLC	12174	10.1110.610.000.30.811.000.000.0000	1/2X4 ALUM FLAT 160 PIECES 4" LONG	\$544.68
65065	06/13/2023	1476	JD WELDING & SANDBLASTING LLC	12174	10.1110.610.000.30.811.000.000.0000	SHIPPING	\$56.00
Check Total:							\$600.68
65066	06/13/2023	1476	JOSTENS INC	52123	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$25.50
Check Total:							\$25.50
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	EMPEROR OF THE UNIVERSE	\$6.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	THE TANGLED WEB: THE CREEPY CASE FILES OF	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	ROXY	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	LOST AND FOUND: CHARLIE AND THE MOUSE BOOK #5	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	YOU'RE A STAR, LOLO	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	ALBERT HOPPER, SCIENCE HERO	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	THE ELEPHANT GIRL	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	IN THE HALL WITH THE KNIFE: A CLUE MYSTERY	\$8.00
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	BATMAN'S MYSTERY	\$18.76
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	LIGHTFALL: SHADOW OF THE BIRD	\$18.76
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	10FREEBOOKS011223-2140	(\$99.52)
65067	06/13/2023	1476	JUNIOR LIBRARY GUILD	650447	10.2250.610.000.20.511.000.000.0000	PROCESSING FEE	\$20.00
Check Total:							\$20.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65068	06/13/2023	1476	KEYSTONE NATURAL TURF	205	10.2620.431.000.20.510.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$1,450.00
65068	06/13/2023	1476	KEYSTONE NATURAL TURF	205	10.2620.431.000.30.810.000.000.0000	OPERATION OF BUILDINGS BUILDING REPAIRS	\$400.00
Check Total:							\$1,850.00
65069	06/13/2023	1476	LARSON, KELLETT & ASSOC, P.C.	40117	10.2350.330.000.00.000.000.000.0000	LEGAL AND ACCOUNTING OTHER PROFESSIONAL	\$3,080.00
Check Total:							\$3,080.00
65070	06/13/2023	1476	LEVIN LEGAL GROUP P.C.	45977	10.2350.330.000.00.000.000.000.0000	LEGAL AND ACCOUNTING OTHER PROFESSIONAL	\$3,461.00
Check Total:							\$3,461.00
65071	06/13/2023	1476	LOWES	932996-KSKHIL	10.2660.121.000.00.000.000.000.0000	THREAT ASSESSMENT TEAM	\$70.56
Check Total:							\$70.56
65072	06/13/2023	1476	NORTH CENTRAL SIGHT SERVICES INC.	1603401	10.1110.550.000.30.811.000.000.0000	REGULAR PROGRAMS PRINTING AND BINDING	\$46.00
Check Total:							\$46.00
65073	06/13/2023	1476	PENNSYLVANIA DISTANCE LEARNING CHARTER	861645	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$1,078.29
65073	06/13/2023	1476	PENNSYLVANIA DISTANCE LEARNING CHARTER	865477	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$1,078.30
Check Total:							\$2,156.59
65074	06/13/2023	1476	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	861275	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$1,078.29
Check Total:							\$1,078.29
65075	06/13/2023	1476	PENNSYLVANIA VIRTUAL CS	864263	10.1110.562.000.00.000.000.000.0000	REGULAR PROGRAMS PA CHARTER SCHOOLS	\$4,313.18
Check Total:							\$4,313.18
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$0.00
65076	06/13/2023	1476	PITTSBURGH STAGE INC	034-E22-151	10.0155.000.000.00.000.000.0000	OTHER RECOVERABLE DISBURSEMENTS	\$16,818.00
Check Total:							\$16,818.00
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.10.210.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.81
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.10.210.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.06
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.10.210.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$1,221.71
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.10.220.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.97
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.10.220.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.81
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.20.510.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$25.06

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

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Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65077	06/13/2023	1476	PPL ELECTRIC UTILITIES	14120-44002 05/16/23	10.2620.622.000.30.810.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$65.16
65078	06/13/2023	1476	PPL ELECTRIC UTILITIES	15110-44000 05/15/23	10.2620.622.000.20.510.000.000.0000	Check Total: \$1,414.58 OPERATION OF BUILDINGS ELECTRICITY	\$6,489.69
65078	06/13/2023	1476	PPL ELECTRIC UTILITIES	37740-46000 05/18/23	10.2620.622.000.10.220.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$2,842.08
65078	06/13/2023	1476	PPL ELECTRIC UTILITIES	37740-46000 05/18/23	10.2620.622.000.30.810.000.000.0000	OPERATION OF BUILDINGS ELECTRICITY	\$6,902.93
65079	06/13/2023	1476	REACH CYBER CHARTER SCHOOL	862485	10.1110.562.000.00.000.000.000.0000	Check Total: \$16,234.70 REGULAR PROGRAMS PA CHARTER SCHOOLS	\$6,469.78
65079	06/13/2023	1476	REACH CYBER CHARTER SCHOOL	862485	10.1290.562.000.00.000.000.000.0000	SPECIAL PROGRAMS TUITION PA CHARTER	\$4,490.63
65080	06/13/2023	1476	ROBERT BROOKE & ASSOCIATES	293408	10.2620.610.000.10.210.000.000.0000	Check Total: \$10,960.41 OPERATION OF BUILDINGS SUPPLIES	\$349.12
65081	06/13/2023	1476	SONOVA USA INC	5138812509	10.1241.610.000.30.811.000.000.0000	Check Total: \$349.12 LEARNING SUPPORT	\$867.42
65082	06/13/2023	1476	SWEET STEVENS KATZ & WILLIAMS LLP	157869	10.2350.330.000.00.000.000.000.0000	Check Total: \$867.42 LEGAL AND ACCOUNTING OTHER PROFESSIONAL	\$1,666.85
65082	06/13/2023	1476	SWEET STEVENS KATZ & WILLIAMS LLP	157870	10.2350.330.000.00.000.000.000.0000	LEGAL AND ACCOUNTING OTHER PROFESSIONAL	\$61.81
65083	06/13/2023	1476	THE PENNSYLVANIA CYBER CHARTER SCHOOL	MAY 2023	10.1110.562.000.00.000.000.000.0000	Check Total: \$1,728.66 REGULAR PROGRAMS PA CHARTER SCHOOLS	(\$15,096.16)
65083	06/13/2023	1476	THE PENNSYLVANIA CYBER CHARTER SCHOOL	MAY 2023	10.1290.562.000.00.000.000.000.0000	SPECIAL PROGRAMS TUITION PA CHARTER	\$40,415.68
						Check Total:	\$25,319.52

Montoursville Area School District

Disbursement Detail Listing

Bank Name: GENERAL FUND

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☒ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
65084	06/13/2023	1476	UGI UTILITIES INC	411006397862 052423	10.2620.621.000.30.810.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$426.45
65084	06/13/2023	1476	UGI UTILITIES INC	411006397862 052423	10.2620.621.000.30.810.000.000.0000	OPERATION OF BUILDINGS NATURAL GAS	\$28.05
Check Total:							\$454.50
65085	06/13/2023	1476	UPMC	PUH00-011514	10.3250.330.000.30.810.060.000.0000	ATHLETICS OTHER PROF. SERVICES ALL SPORTS	\$2,894.18
Check Total:							\$2,894.18
65086	06/13/2023	1476	WELD TEC SERVICE & SALES	MONTA.H.2305	10.1110.610.000.30.811.000.000.0000	REGULAR PROGRAMS	\$98.28
Check Total:							\$98.28
65087	06/13/2023	1476	WEX BANK	03/24/2023	10.2620.626.000.00.000.000.000.0000	GASOLINE	\$78.00
Check Total:							\$78.00
65088	06/13/2023	1476	WITMER PUBLIC SAFETY GROUP, INC.	INV246435	10.2660.610.000.00.000.000.000.0000	SUPPLIES	\$980.00
65088	06/13/2023	1476	WITMER PUBLIC SAFETY GROUP, INC.	INV246437	10.2660.610.000.00.000.000.000.0000	SUPPLIES	\$2,450.00
Check Total:							\$3,430.00
Bank Total:							\$2,970,057.32

Fund	Amount
10	\$2,966,691.58
50	\$3,365.73
Fund Totals:	\$2,970,057.32

End of Report

Disbursements Grand Total: \$2,970,057.32

Montoursville Area School District

PB-2

Disbursement Detail Listing

Bank Name: FOOD SERVICE

Date Range: 07/01/2022 - 06/30/2023

Sort By: Check

Fiscal Year: 2022-2023

Voucher Range: 1414 - 1477

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: FOOD SERVICE

4061	05/12/2023	1426	NUTRITION, INC.	67821	50.3100.571.000.00.000.000.000.0000	FOOD SERVICES FOOD SERVICE	\$21,170.73
4062	05/12/2023	1426	SINGER EQUIPMENT CO INC	A3351661	50.3100.610.000.30.810.000.000.0000	FOOD SERVICES SUPPLIES	\$2,250.95
4063	05/26/2023	1456	JUSTICE WORKS YOUTHCARE	31504	50.3100.631.000.30.810.000.000.0000	FOOD SERVICE FOOD	\$13.00
4063	05/26/2023	1456	JUSTICE WORKS YOUTHCARE	31504	50.3100.631.000.30.810.000.000.0000	FOOD SERVICE FOOD	\$61.75
4064	05/26/2023	1456	NUTRITION, INC.	67831	50.3100.571.000.00.000.000.000.0000	FOOD SERVICES FOOD SERVICE	\$26,496.63
4064	05/26/2023	1456	NUTRITION, INC.	67886	50.3100.571.000.00.000.000.000.0000	FOOD SERVICES FOOD SERVICE	\$26,849.95
4065	06/13/2023	1475	NUTRITION, INC.	67898	50.3100.571.000.00.000.000.000.0000	FOOD SERVICES FOOD SERVICE	\$26,040.72
Check Total:							\$53,346.58
Check Total:							\$26,040.72
Bank Total:							\$102,883.73

Fund	Amount
50	\$102,883.73

Fund Totals: \$102,883.73

End of Report

Disbursements Grand Total: \$102,883.73

**Montoursville Area School District
School Board Agenda
June 13, 2023
7:00 PM
Montoursville Area High School**

General:

- G-1 Approval of no increase to the 2023-2024 school lunch prices as required under the "Equity 1 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

- G-2 Approval to renew the contract between Montoursville Area School District and The Nutrition Group, July 1, 2023 to June 30, 2024. (Attachment)
- G-3 Approval of an agreement between Montoursville Area School District and Nittany Learning Services. This is a 2-year contract effective 2023-2024 and 2024-2025 school years. (Attachment)
- G-4 Approval of an agreement between Montoursville Area School District and New Story. (Attachment)
- G-5 Approval to offer a summer KinderCamp at both Lyter and Loyalsock Valley Elementary Schools. All costs for KinderCamp will be covered by Faith United Methodist Church. Dates will be July 24 – 27 for Lyter and July 31 – Aug 3 for Loyalsock Valley.
- G-6 Approval of a letter of engagement presented by Larson, Kellett & Associates, P.C. that summarized the significant terms and conditions of the annual financial audit for the year ending June 30, 2023. (This is the fifth year of a five-year agreement approved on August 4, 2018.) (Attachment)
- G-7 Approval of the appointment of Vice President Dottie Mathers and School Board Secretary Brandy Smith as voting delegates for the 2023-2024 PSBA Delegate Assembly Meeting.
- G-8 Approval of the nomination and election of Dale Ulmer as Treasurer for the 2023-2024 school year.
- G-9 Approval of a proposed agreement between Montoursville Area School District and BoardDocs. (Attachment)
- G-10 Approval of an agreement between Montoursville Area School District and BLaST Intermediate Unit #17 for the 2023-2024 school year for Technology Services. (The rates are the same as last year) (Attachment)
- G-11 Approval of an agreement between Montoursville Area School District and BLaST Intermediate Unit #17 for DaRTS Software. (Attachment)

- G-12 Approval of Use of Facilities from Alison Stroop, YCDI Spring Dance Recital, Montoursville Area High School Auditorium, May 31, 2024, 3:30 PM to 7:30 PM, and June 1, 2024, 2:00 PM to 5:30 PM. (Attachment)
- G-13 Approval of Use of Facilities from Ryan Miller, MYFC Football, Montoursville Area High School Football Field, August 27 to October 28, 2023, 8:00 AM to 10:00 PM. (Attachment)
- G-14 Approval of Use of Facilities from Alison Stroop, YCDI Christmas Recital, Montoursville Area High School Auditorium, December 9, 2023, 9:30 AM to 2:00 PM and December 10, 2023, 11:30 AM to 5:00 PM. (Attachment)
- G-15 Approval of to purchase Amplify Science for the purpose of a pilot in grades 5 and 7. (Attachment)

Personnel:

- P-1 Approval of the following leave of absence from a member of the Professional Staff:

Employee	Leave Dates
101612	August 21, 2023 to October 31, 2023

- P-2 Approval of the following additions to the Support Staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
Lisa Brown	Custodian	\$15.54/hour	July 1, 2023	William Keyte
Michelle O'Malley	Paraprofessional	\$13.00/hour	July 1, 2023	Rebecca Chow
Wendy Fogleman	Paraprofessional	\$13.00/hour	July 1, 2023	Christina Boughton
Shauna Knapp	Secretary	\$14.50/hour	July 1, 2023	Gina Uvari

- P-3 Approval of the following additions to the School Security Guard, effective July 1, 2023:

Employee	Position	Rate of Pay	Replacement for:
Douglass Hoffman	Part-Time Security Personnel	\$32.00/hour on an as needed basis	New Position
Michael Orwig	Part-Time Security Personnel	\$32.00/hour on an as needed basis	New Position

- P-4 Approval of the following addition to the Coaching Staff for the 2023-2024 school year:

Coach	Sport	Position	Stipend	Replacement for:
Ethan Showers	Strength & Conditioning	Coach	\$2,600	Caleb McCombie

- P-6 Approval of Custodian and Maintenance Employee Handbook. (Attachment)
- P-7 Approval of Technology Department and District Office Staff Employee Handbook. (Attachment)

Transportation:

- T-1 Approval of the Promiseland Busing Rate in the amounts of \$2,554.86 and \$2,502.70 for May 2023. (Attachment)
- T-2 Approval for James Campbell to provide student transportation for inter-district trips at a cost of \$120.00 per round trip. Field trips and extracurricular transportation will be calculated at a rate of \$3.60 per mile with a minimum of \$225 per trip. Trips lasting longer than four hours will incur an additional hour rate of \$32.00 per hour. The contract will be in effect from August 1, 2023 to June 30, 2024.
- T-3 Approval for Koser Busing to provide transportation at a cost of \$410.00 per day for the Montoursville Area High School students enrolled in the Health Science Course to travel to the onsite learning labs at Geisinger Medical Center once a week during the 2023-2024 school year.

Budget and Finance:

- BF-1 Approval of the final General Fund Budget in the amount of \$33,510,052 for the fiscal year 2023-2024 including salary and work schedules as proposed. (Attachment)
- Real Estate Tax Millage
 - Earned Income Tax
 - Real Estate Transfer Tax
- BF-2 Approval of the 2023 Homestead and Farmstead Exclusion Resolution. (Attachment)
- BF-3 Approval of the following financial institutions to be used as depositories for the 2023-2024 school year:
- Muncy Bank and Trust Company
 - FNB Bank
 - Pennsylvania School District Liquid Assets Fund (PSDLAF)
 - RBC Capital Markets
- BF-4 Approval of the attached Bank Signatories for the school district accounts as listed for the 2023-2024 fiscal year. (Attachment)

ATTACHMENTS



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) Request for Proposal (RFP) and FIXED PRICE Contract

Montoursville Area School District

117-41-510-3

July 1, 2023 to June 30, 2024

Any School Food Authority (SFA) selecting to use a full service FSMC must prepare a RFP utilizing this document which may not be re-typed or changed in any way. Addendums to the original or renewal year contract are not permitted. Should the SFA and FSMC enter into any addendum, the Division of Food and Nutrition (DFN) will not review the addendum and the language in this document prevails as binding. The standard form contract has open fields where additions can be made on the contract, itself, in lieu of attaching an addendum.

Agreement Page

The Pennsylvania Department of Education (PDE) provides this contract as a service to sponsor, 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 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 contract shall be in effect for one year starting **July 1, 2023** through **June 30, 2024** and may be renewed by mutual agreement for up to four 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

Brandy N. Smith

Printed Name of SFA Authorized Representative

Business Manager

SFA Authorized Representative Title

FSMC Authorized Representative Signature

Mary Kay Bukeavich

Printed Name of FSMC Authorized Representative

Regional Manager

FSMC Authorized Representative Title

General Information

A. Intent

This solicitation is for the purpose of entering into a contract for the operation of a food service program for

Montoursville Area School District

herein after referred to as the School Food Authority (SFA).

The bidder is herein referred to as the Food Service Management Company (FSMC). The contract will be between the SFA and the FSMC.

B. Procurement Method

1. All procurement transactions shall be conducted in a manner that provides maximum full and open competition consistent with Title 2 CFR §200.318-§200.327.
2. This contract will be a Fixed Price Contract to be bid in three parts with the total per meal cost reimbursement:
 - Direct Cost of Operation
 - Administrative Fee
 - Management Fee
3. Although the maximum per meal cost reimbursement is the bid price, the per meal reimbursement to the FSMC is contingent upon the following:
 - Direct cost of operations as audited and approved.
 - Administrative fee (quoted per meal) - expenses included must be itemized.
 - Management fee - represents a profit to the FSMC.
4. The SFA must determine the existence of the proper pass-through value of the donated commodities; e.g., credits or reductions on the invoice in the month of receipt. The values are to be based on the values at the point the SFA receives the commodities from the Pennsylvania Department of Agriculture (PDA), and on USDA commodity prices pertinent to the time period and shall be in the per meal cost that is included in the bidder's proposal.

C. Pre-Bid Meeting, Bid Submission and Award

1. Pre-Bid Meeting

- a. A meeting with interested bidders to review the specifications, to clarify any questions, and for a walk-through of the facilities with school officials will be held at 50 N. Arch St., Montoursville, PA 17754

See the timeline, Section D, below for date and time. Attendance is required.

- b. FSMC may bring no more than 2 representatives.
- c. Pictures will be allowed.

2. Bid Submission and Award

- a. Proposals are to be submitted to:

Montoursville Area School District

Attention: Brandy N. Smith

50 N. Arch St., Montoursville, PA 17754

Proposals are due before the start of the Public Opening. See the timeline, Section D, below for the date and time of the Public Opening. Proposals will not be accepted after this time. Proposals are to be submitted in a sealed envelope marked Food Service Management Bid.

- b. The SFA will not conduct the procurement process in a manner that uses statutorily or administratively imposed in-state or local geographic preferences in the evaluation of bids or proposals in accordance with Title 2 CFR §200.319(c).
- c. The SFA is prohibited from entering into a contract with a FSMC that provides recommendations, develops or drafts specifications, requirements, statements of work, requests for proposals, contract terms and conditions, or other documents for use in conducting procurement.
- d. The SFA reserves the right to reject any or all bids, if deemed in the best interest of the SFA.
- e. For consideration, each FSMC must submit a complete response to this solicitation using only the forms provided. No additional forms will be accepted as part of this contract. DFN will not review or approve any additional forms added to this contract. Any additional forms added to this contract will not be binding.
- f. The SFA will award the contract to the most qualified and responsible FSMC whose proposal is responsive to this solicitation. A responsible FSMC is one whose financial, technical and other resources indicate an ability to perform the services required by this solicitation.
- g. The FSMC or authorized representative are expected to be fully informed of all conditions, requirements, and specifications before submitting bids; failure to do so will be at the FSMC's risk and cannot secure relief on the plea of error. The SFA is not liable for any cost incurred by the bidder prior to PDE Division of Food and Nutrition's (DFN) final approval of the contract, as dated on the page 1 and the signing of the contract by all parties. Paying the FSMC from Child Nutrition (CN) program funds (non-profit school food service account) is prohibited until the contract is signed by both parties and final approval is provided by DFN. DFN approval must be initialed on each page of the contract prior to both parties signing of the contract.
- h. If additional information is required, please contact:

Brandy N. Smith, 570368-3500 ext. 6200, bsmith@montoursville.k12.pa.us

D. Timeline

	Scheduled Date & Time	Postponed Date & Time ¹
Pre-Bid Meeting	04/06/2023 9:00 am	
Last Date for Questions from FSMC	04/06/2023 4:00 pm	
SFA provides Answers to FSMC Questions by	04/07/2023 4:00 pm	
Public Bid Opening ²	04/21/2023 1:00 pm	

¹ Postponed date is for any weather related or other postponements from the original scheduled date.

² Public bid opening must be at least two weeks after the Pre-Bid meeting or the date the SFA provides answers to FSMC questions, whichever date is later.

E. Award Criteria

The contract will be awarded to the responsible bidder whose proposal is most advantageous to the program with price and other factors considered. An evaluation committee must be comprised of at least three people. Each committee member evaluates proposals independently. Select one of the following scoring methods:

- ☒ **One-Step Scoring Method:** The relative value assigned to each criterion must be specified and "Cost" must be the primary factor (assigned 51% or more of the points or assigned the greatest number of points compared to other factors). Once the criterion has been evaluated and ranked, the SFA may negotiate with any bidder receiving an average of the percentage indicated below or more (criteria must be consistent with the RFP and cannot add or delete specifications/requirements. i.e. the scope cannot change). At the conclusion of the negotiations the proposals are rescored and the award is made to the bidder presenting the most advantageous proposal, with price used as the primary factor.

Percentage required for negotiation: 85%

Cost	25
Service Capability	10
Financial Conditions/Stability, Business Practices	10
Accounting and Reporting Systems	5
Personnel Management	15
Experience and References	10
Promotion of the School Food Service Program	5
Involvement of Students, Staff and Patrons	10
Quality Assurance	10
Other Criteria	
Total points possible:	100

- ☐ **Two-Step Scoring Method:** Technical proposals are evaluated and ranked using the value assigned to each criterion before cost is considered. The SFA may negotiate with any bidder receiving an average of the percentage indicated below or more (criteria must be consistent with the RFP and cannot add or delete specification/requirements, i.e. the scope cannot change). At the conclusion of the negotiation the SFA requests bidders to submit best and final price. The award is made to the bidder submitting the lowest price.

Percentage required for negotiation:

Total points possible:

F. Bid Protests

Any action which diminishes full and open competition seriously undermines the integrity of the procurement process and may subject the SFA to bid protests. Pursuant to Title 2 CFR §200.318(k), SFAs are responsible for properly responding to protests and concerns raised by potential FSMCs. SFAs must attach their bid protest procedures to this RFP. SFAs must, in all instances, disclose all information regarding a protest to DFN.

G. Bonding Requirement

Bid Guarantee: The FSMC shall submit with its proposal, a bid guarantee for at least five percent (5%) of the total bid price (Total FSMC Costs) in the form of a firm commitment such as a bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit. Bid guarantees other than bid bonds will be returned (a) to unsuccessful FSMCs as soon as practicable after the opening of bids; and (b) to the successful FSMC upon execution of such further contractual documents (i.e., insurance coverage) and bonds as required by the proposal.

H. Captions

Captions in all sections of this document are provided only as a convenience and shall not affect the interpretation of this instrument, and its attachments.

I. Contract Terms

The contract shall be for a period of one year with the school year beginning on or about **July 1, 2023**, and ending **June 30, 2024**, with up to four one-year renewals with mutual agreement between the SFA and the FSMC.

This contract cannot be effective prior to the date of final approval by DFN, as dated on page 1, and signed by both parties.

J. Employees

Retention of the current food service employees is addressed in the Standard Terms and Conditions under subsection Employees.

K. Errors or Omissions

The proposing FSMC shall not be allowed to take advantage of any errors or omissions in the RFP specifications. Where errors occur in the RFP specification, the FSMC shall promptly notify the contact person listed. Inconsistencies in the RFP specifications are to be reported prior to proposals being submitted. The SFA must communicate to all potential bidders.

L. Final Contract

The complete contract includes all documents included by the SFA in the RFP and the proposal submitted by the FSMC. No additional addendums may be added.

M. Gifts from FSMC

The SFA's officers, employees, or agents shall neither solicit nor accept gratuities, favors, nor anything of monetary value from FSMCs nor potential FSMCs. To the extent permissible under State law, rules, or regulations, such standards shall provide for appropriate penalties, sanctions, or other disciplinary actions to be applied for violations of such standards.

N. Disqualified Bids

1. **Non-Responsive Bids** – Any FSMC that submits an incomplete proposal that fails to meet the specifications of this RFP shall not be considered in the scoring process. The FSMC may be considered non-responsive and the proposal may not be accepted. Any FSMC that submits a proposal for items or activities not requested by the SFA as specified in the RFP shall not be considered in the scoring process. In such instances, the FSMC also may be considered non-responsive and the proposal may not be accepted.
2. **Late Bids** – The SFA will not consider any bid received after the exact time specified for receipt.

O. Meal Equivalents

For the purpose of making the meal count computation, the number of meals served to children shall be determined by actual counts of reimbursable meals. The FSMC and SFA shall determine a la carte meal equivalents by dividing the a la carte revenue by the per-meal sum of the Federal and State free meal reimbursement plus the per meal value of USDA entitlement and bonus donated foods. A la carte revenue shall include adult meals and a la carte sales to students and adults. If applicable, include revenue from vending machine sales as part of the a la carte revenue.

P. Payment and Fees

The following definitions are provided to clarify what are allowable direct costs:

- Food: limited to those items purchased for use in the preparation and service of student, adult, and a la carte meals as specified under terms and conditions.
- Labor: limited to on-site employees responsible for the management, preparation, service, and clean-up of meals.
- Miscellaneous Expenses: paper supplies, equipment rental, cleaning materials, commodity handling and warehousing charges, travel as required for effective program management, uniforms, printing, taxes and licenses, insurance, and as contractually obligated herein. All expenses must be allowable and directly allocable to the food service operation.

Q. Additional Information

1. This proposal and contract are based on the SFA's 21-day menu. Please check a box below indicating whether or not additional proposals/worksheets will be considered. (Choose one)
☒ No
☐ Yes, the SFA will consider alternate menus when submitted with the proposal along with the Attachment FP3, Projected Operating Costs (POC), that demonstrate the cost associated with implementation of the alternate menu. The FSMC must also submit an Attachment FP3, POC, on the original menu.
2. Indicate whether or not the SFA provides meals to other sponsors and, if so, list the name of the sponsors to which the SFA provides meals. (Choose one)
☒ No
☐ Yes, the SFA provides/sells meals to other sponsors.

List Name of Other Sponsors:

*No FSMC employees are allowed to be onsite at these above-listed sponsors.

***Signed Sponsor to Sponsor Agreements* must be in place each year for each sponsor listed above. It is the purchasing sponsor's responsibility to submit to PDE.

3. Indicate the number of proposals to be submitted by the FSMC

2 paper copies

1 electronic copies

4. The SFA may add any additional items that need to be covered in the RFP/original contract below. The SFA may not add additional items to the Renewal Year Contracts without rebidding unless the item constitutes an immaterial change from the original contract. PDE cannot provide an exclusive listing of which changes are material regarding the many procurement actions undertaken in CN programs. The SFA should consult with legal counsel in making those determinations. However, PDE views a change as material when, had the new term been in the solicitation and original contract, it could have affected how the bidder and other competitors responded to the RFP.

If the services of the FSMC are to begin after the start of the school year and the beginning contract term date is later than July 1 (i.e. January 1), enter the beginning contract term date under this section and include that date in the advertisement and solicitation. It must also be addressed at the walk-through. The ending contract term date will always be June 30.

Do not repeat any items/specifications outlined under General Information (A-P) or the Standard Terms & Conditions (I-29).

If the District determines an eight day summer school program is needed in June, the District will need approximately 100 bag lunches each day for elementary and middle school students.
FSMC food service director will need to attend administration meetings and board meetings as requested.

Standard Terms and Conditions

1. Scope and Purpose

- A. The FSMC shall operate in conformance with the SFA's Policy Statement/Agreement with PDE.
- B. The SFA *currently operates* the programs indicated below with a checkmark:

- | | |
|--|--|
| ☒ National School Lunch Program (NSLP) | ☐ Child and Adult Care Food Program (CACFP) |
| ☐ Extended School Year | ☐ At-Risk Supper |
| ☒ School Breakfast Program (SBP) | ☐ Special Milk Program (SMP) |
| ☐ Afterschool Snack Program (ASP) | ☐ Vending |
| ☐ Summer Food Service Program (SFSP) | ☒ A la Carte |
| ☐ Seamless Summer Option (SSO) | ☐ Community Eligibility Provision (CEP) |

Proposals must be inclusive of all of the SFA's current programs. However, the SFA reserves the right to add and/or expand the federal CN program to provide the availability of food resources to children and students that can be served through these programs. Prior approval must be obtained by the State Agency before adding a CN program and both parties must agree to the addition. The SFA also reserves the right to remove CN programs.

- C. The FSMC shall be an independent contractor and not an employee of the SFA. The employees of the FSMC are not employees of the SFA.
- D. The food service provided shall be operated and maintained as a resource to the SFA's students, faculty, and staff and not as a source of profit to the FSMC.
- E. The FSMC shall comply with the rules, regulations, policies, and instructions of PDE and USDA, and any additions or amendments thereto, including but not limited to, Title 7 CFR parts 210, 215, 220, 245, 250; Title 2 CFR part 180, 200, 417, and 418; and Title 7 CFR parts 225 (SFSP) and 226 (CACFP), as applicable.
- F. All income accruing as a result of payments by children and adults, federal and state reimbursements, and all other income from sources such as donations, special functions, grants, loans, etc., shall be deposited in the SFA's non-profit school food service account. Any profit or guaranteed return shall remain in the SFA's non-profit school food service account. If there is a guaranteed return, it can be no less frequent than yearly. This is a non-profit program and, as such, the SFA's non-profit school food service account should retain a maximum balance of three (3) months operating expenses on hand as is required under Title 7 CFR §210.9(b)(2).
- G. The SFA and the FSMC agree that this contract is neither a "cost-plus-a-percentage-of-income" nor a "cost-plus-a-percentage-of-cost" contract as required under Title 7 CFR §210.16(c).
- H. The SFA shall be legally responsible for the conduct of the non-profit school 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. The SFA shall not relinquish any prohibited responsibilities to the FSMC.
- I. The SFA shall retain control of the CN program's food service account and overall financial responsibility for the CN programs.
- J. The SFA shall establish all selling prices, including price adjustments, for all reimbursable and non-reimbursable meals/milk and a la carte (including vending, adult meals, contract meals, and catering) prices. (Exception: Non-pricing programs need not establish a selling price for reimbursable meals/milk.) These prices shall not be established by the FSMC. However, the FSMC may provide recommendations.

- K. The FSMC shall provide additional school-related food service, such as banquets, parties, refreshments for meetings, etc., as requested by the SFA. The SFA or requesting organizations will be billed for the actual cost of food, supplies and labor, and the FSMC's administrative expenses if applicable to providing such service. USDA commodities shall not be used for these special functions unless the SFA's students will be primary beneficiaries.
- L. Guarantee: The Projected Operating Costs (POC), Attachment FP3, supporting the guarantee must be submitted. The FSMCs guarantee (Breakeven, return, or loss) dollar amount is documented in section 7 of the POC. The estimated yearly income must support the stated guarantee. If the FSMC proposes a guaranteed return, loss, or breakeven, it must be **unlimited**. Guarantee options are listed below:
 - 1. Guaranteed Loss: The FSMC guarantees that the SFA's invoiced Financial Obligation as stated on the POC shall exceed gross receipts for the current year by no more than stated and documented on Attachment FP3. The FSMC agrees to reimburse the SFA for the amount by which the SFAs actual deficit for the current year is greater than the Guaranteed Deficit for the current year.
 - 2. Guaranteed Breakeven: The FSMC guarantees the SFA's invoiced Financial Obligation as stated on the POC for the current year shall at a minimum, equal the SFA's documented gross receipts for the current year.
 - 3. Guaranteed Return: The FSMC guarantees that the documented gross receipts for the current year shall exceed the SFA's invoiced Financial Obligation as stated on the POC for the current year by at least the amount documented on Attachment FP3. The FSMC agrees to reimburse the SFA for the amount by which the SFA's actually return for the current year is less than the Guaranteed Return for the current year.
 - 4. No Guarantee.
- M. Guarantee Conditions and Assumptions: The FSMCs obligation to reimburse the SFA shall remain in effect only during the current year and any renewal year and is contingent upon the following conditions and assumptions remaining in effect for the current year. In the event one or more of the following conditions and assumptions does not remain in effect for the current year, the FSMC shall reduce its reimbursement to the SFA by an appropriate amount:
 - 1. Reimbursement rates for the food service program will not be less than those stated in the RFP.
 - 2. The per meal commodity value of USDA donated foods **offered** will not be less than the per meal commodity value of USDA donated foods received during the prior year.
 - 3. The number of full-service days on which breakfast and lunch are served will be at least than the serving days listed on Attachment FP3. The participation and number of service day estimates for SFSP and CACFP shall be excluded from the guaranteed assumptions.
 - 4. The average daily student enrollment for the current year will be within two percent of the number stated on Attachment 1 – Averaged Daily Participation.
 - 5. The number of students eligible to receive free and reduced-price meals compared to the total student enrollment will not decrease from that provided on Attachment 1 – Average Daily Participation.
 - 6. The SFA will not require the FSMC to take an action which will cause the cost of wages and/or benefits for the FSMCs food service employees to exceed the levels set forth on Attachment 4 Summary, Attachment 4 Details and Attachment 5 Summary and Attachment 5 Details.
 - 7. The selling prices of school breakfast, lunch, and afterschool snacks will be no less than the meal prices listed on Attachment 1 – Average Daily Participation.
 - 8. Should costs reflected on Attachment FP3 be materially higher than projected due to price changes as documented by the Consumer Price Index for All Urban Consumers (CPI-U), U.S. base for food away from home, the guarantee will be commensurately reduced.
 - 9. No strikes, work stoppages, or school closings, and all make-up days due to inclement weather were implemented.

10. There will be no changes in Federal, State or local regulations which cause financial impact to the Food Service Program.

- N. The SFA reserves the right, at its sole discretion, to sell or dispense any food or beverage before or after the SFA's regularly scheduled lunch or breakfast periods, provided such is not prohibited by Local Wellness Policies and state or federal program regulations. Specially exempted fundraiser foods or beverages may only be sold at the frequency specified by DFN per Title 7 CFR §210.11(b)(4).
 - O. The FSMC must not directly or indirectly restrict the sale or marketing of fluid milk at any time or in any place on school premises or at any school-sponsored event as required by Title 7 CFR §210.10(d)(4).
 - P. The FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction. The FSMC shall comply with the Local Wellness Policy including the nutrition guidelines as required.
 - Q. The FSMC shall make modifications and substitutions in school meals for students whose disabilities restrict their diet. Meal modifications and substitutions shall be made on a case-by-case basis and must be supported by a medical statement with the required information when the modification or substitution cannot be made within the Program meal pattern. There will be no additional charge to the student for such substitutions or modifications.
 - R. The SFA is responsible for all contractual agreements the SFA enters into in connection with the CN programs.
 - S. This contract shall be construed under the laws of the Commonwealth of Pennsylvania. Any action or proceeding arising out of this contract shall be heard in the appropriate courts of the Commonwealth of Pennsylvania.
 - T. The FSMC shall comply with the provisions of the bid specifications, which are hereby in all respects made a part of this contract.
 - U. No provision of this contract shall be assigned or subcontracted without prior written consent of the SFA and DFN
 - V. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
 - W. This contract constitutes the entire contract between the SFA and the FSMC.
 - X. Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail, and that only materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.
 - Y. Payments on any claim shall not preclude the SFA from making a claim for adjustment on any item found not to have been in accordance with the provisions of this contract and bid specifications.
 - Z. The SFA shall be responsible for ensuring the resolution of program review and audit findings.
 - AA. This contract must be reviewed and approved by DFN prior to execution, as noted in the final approval on page 1.
2. Signature Authority
- A. The SFA shall retain signature authority for the policy statement/agreement to participate in the CN programs, including but not limited to the School Nutrition Program Financial Form, the Verification Report, and the on-line submission of the sponsor application/site information and other reports, and requests to PDE to amend the application.
 - B. The SFA shall retain signature authority for the Monthly Claim for Reimbursement in the CN Program Electronic Application and Reimbursement System (CN PEARS).
 - C. The SFA is responsible for reviewing the data and signing the Edit Check Worksheet(s) prior to the submission of the monthly Claim for Reimbursement.
 - D. The FSMC may not be given access to CN PEARS, COMPASS or the PrimeroEdge Student Eligibility System.

3. Free and Reduced Price Meals Policy

- A. The SFA shall be responsible for the establishment and maintenance of the free and reduced price meals' eligibility roster. This may not be delegated to the FSMC.
- B. The FSMC shall implement an accurate point of service meal/milk count using the meal counting system submitted by the SFA in their application to participate in the CN programs and approved by DFN, as required under Title 7 CFR §210.8. Such meal/milk counting system must eliminate the potential for the overt identification of free and reduced price eligible students under Title 7 CFR §245.8 and prevent erroneous meal counts. The FSMC is responsible for ensuring students are not being claimed for meals when they were not in attendance at the time of the meal or did not receive a reimbursable meal. The SFA must have a system in place to monitor this.
- C. The SFA shall be responsible for the completion, distribution, and collection of the parent letter and household application for free and reduced price meals and/or free milk. This may not be delegated to the FSMC.
- D. The SFA shall be responsible for obtaining the Direct Certification List from COMPASS or PrimeroEdge (as applicable), as required throughout the school year, for use to determine eligibility for free meals without obtaining a household application for free and reduced price meals and/or free milk from parent/guardian. This may not be delegated to the FSMC.
- E. The SFA shall be responsible for the determination of eligibility for free and reduced price meals and free milk and will not disclose confidential information to the FSMC, as required under Title 7 CFR §210.16(a). The SFA will provide the FSMC with a list of children. This list must be updated by the SFA when changes occur in a student's eligibility status. These activities may not be delegated to the FSMC.
- F. The SFA shall be responsible for conducting any hearings related to determinations regarding eligibility for free and reduced price meals and free milk. This may not be delegated to the FSMC.
- G. The SFA shall be responsible for verifying household applications for free and reduced price meals and follow-up activities as required by federal regulations. The SFA position responsible for completing the verification process (this may not be delegated to the FSMC) is District Food Service Director

4. USDA Donated Foods

- A. The SFA shall retain title to all USDA donated foods.
- B. The FSMC is prohibited from entering into any processing contracts utilizing USDA donated foods on behalf of the SFA. All refunds received from processors must be retained by the non-profit school food service account.
- C. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to, USDA donated foods.
- D. The FSMC shall select, accept and use USDA donated foods in as large quantities as may be efficiently utilized in the SFA's non-profit school food service, subject to approval of the SFA. The SFA shall consult with the FSMC in the selection of commodities; however, the final determination as to the acceptance of commodities must be made by the SFA.
- E. The FSMC will use all donated foods or will use commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the donated foods, in the SFA's food service.
- F. The FSMC must assure that the procurement of processed end products on behalf of the SFA, as applicable, will ensure compliance with the requirements of Title 7 CFR Part 250 subpart C, and with the provisions of distributing or recipient agency processing agreements, and will ensure crediting of the SFA for the value of donated foods contained in such end products at the processing agreement value.
- G. The FSMC shall have records available to substantiate that the full value of all USDA donated foods is used solely for the benefit of the SFA.

H. The FSMC shall perform the following activities in accordance with Title 7 CFR §250.50(d): (check all that apply)

- ☒ Preparing and serving meals using donated foods.
- ☒ Ordering or selection of donated foods (in coordination with the SFA).
- ☒ Storage and inventory management of donated foods.
- ☒ Payment of processing fees or submittal of refund requests to a processor on behalf of the SFA, or remittance of refunds for the value of donated foods in processed end products to the SFA.

5. Crediting For and Use of Donated Foods

- A. The FSMC must credit the SFA for the value of all donated foods received for use in the SFA's meal service in the school year (including both entitlement and bonus foods).
- B. The FSMC must credit the SFA for the value of donated foods contained in processed end products if the FSMC is required to:
 - 1. Procure processed end products on behalf of the SFA, or
 - 2. Act as an intermediary in passing donated food value in processed end products on to the SFA.
- C. All crediting must be done on no less than a monthly basis.
- D. The FSMC must provide clear documentation of the crediting showing the value received from the donated foods. As determined by PDA's Bureau of Food Assistance in accordance with Title 7 CFR §250.51(c), the following methods shall be used for valuing donated foods:
 - a. Processed donated foods are credited based on the product values stated on the USDA November Material Price List pertinent to the appropriate School Year.
 - b. All other donated foods are credited based on the product values at the time the foods are received by the SFA, using either PDA's January Commodity Price List or PDA's July Commodity Price List. (Commodity Price Lists are available on PAMeals.)

6. Inventory, Storage and Record Retention of USDA Donated Foods

- A. When this contract or subsequent renewals terminates, the FSMC must return all unused donated ground beef, donated ground pork and processed end products. At the termination of the contract, the SFA (Choose one)
 - ☐ will allow the FSMC to keep other unused donated foods.
 - ☒ will retain all other unused donate foods.
- B. The FSMC will comply with the storage and inventory requirements for donated foods.
- C. The SFA, the Comptroller General, PDA, PDE, USDA, or their duly authorized representatives, may perform on-site reviews of the FSMC's food service operation, including the review of records, to ensure compliance with requirements for the management and use of donated foods.
- D. The FSMC will maintain records to document its compliance with requirements relating to donated foods, in accordance with Title 7 CFR §250.54(b).
- E. The SFA must maintain the following records relating to the use of donated foods:
 - 1. The donated foods and processed end products received and provided to the FSMC for use in the SFA's food service.
 - 2. Documentation that the FSMC has credited the SFA for the value of all donated foods received for use in the SFA's food service in the school year, including, in accordance with the requirements in Title 7 CFR §250.51(a), the value of donated foods contained in processed end products.
 - 3. The actual donated food values used in crediting.

F. The FSMC must maintain the following records relating to the use of donated foods:

1. The donated foods and processed end products received from, or on behalf of, the SFA, for use in the SFA's food service.
2. The FSMC must show documentation that it has credited the SFA for the value of all donated foods received for use in the SFA's food service in the school year, including, in accordance with the requirements in Title 7 CFR §250.51(a), the value of donated foods contained in processed end products.
3. The FSMC must maintain documentation of its procurement of processed end products on behalf of the SFA, as applicable.

G. The SFA must ensure that the FSMC is in compliance with the requirements of this part through its monitoring of the non-profit school food service operation, as required in Title 7 CFR Parts 210, 220, 225, or 226, as applicable. The SFA position responsible for this monitoring process is

District Food Service Director

H. The SFA must conduct a reconciliation at least annually (and upon termination of the contract) to ensure that the FSMC has credited it for the value of all donated foods received for use in the SFA's non-profit school food service in the school year. The annual Agency Summary Report provided by PDA's Bureau of Food Assistance is the basis for the donated food values.

7. Renewal Assumptions

A. Assumptions: Financial terms of the Agreement are based upon existing conditions and the following assumptions. If there is a material change in conditions, including, without limitations, changes to the following assumptions, this contract (1) may be terminated at the end of the current term or (2) continue under the same terms as written if the material change is outlined in Section Q and approval is granted by DFN, whichever is mutually agreed upon.

The distinction between a minor change and a material change cannot be qualified for every action undertaken in the CN programs. However, at a minimum, a change is material when, had the new term been in the solicitation and original contract, it could have affected how the bidder and other competitors responded to the RFP.

Services or features contingent on multi-year contracts are not allowable, for example equipment installation may not be stipulated for contract renewal years.

1. The SFA reserves the right to expand the federal CN programs in order to provide availability of food resources to children and students that can be served through these programs so long as both parties are in agreement and prior approval is obtained by DFN.
2. The SFA's policies, practices, and service requirements shall remain materially consistent throughout the contract term and any subsequent contract renewals.

The term materially consistent shall mean that a change does not (1) materially increase FSMC's cost of providing management service or (2) materially decrease the net revenue derived from the food service operations.

3. Legislation, regulations, and reimbursement rates that create changes in the school lunch program shall be enforced on their effective date.
4. Usable commodities of adequate quality and variety required for the menu cycle, valued at an amount as set forth by USDA per pattern meal for the contract year will continue to be available.
5. The government reimbursement rates in effect shall remain materially consistent throughout the year.
6. Meal components and quantities required by any of the programs selected in letter B, under 1 (Scope and Purpose) of the Standard Terms and Conditions remain consistent with prior years.
7. Service hours, service requirements, and type or number of facilities selling food and/or beverages on SFA's premises shall remain materially consistent throughout the contract term and any subsequent contract renewal years.

8. The state or federal minimum wage rate and taxes in effect shall remain materially consistent throughout the year.
 9. The projected number of full feeding days that shall remain materially consistent in renewal years are 180
 10. If participating in Seamless Summer Option (SSO), the projected number of full feeding days for SSO that shall remain materially consistent in renewal years are n/a
If participating in Summer Food Service Program (SFSP) see Section 27.B.
 11. SFA revenue credited to the food service program shall include all state and federal amounts received specifically for CN operations.
- B. **Contract Cost Increase:** The FSMC may negotiate at the end of each one-year contract period for a cost increase. If there is an increase in the Administrative and Management Fees, it cannot exceed the annual percentage increase of the Consumer Price Index for All Urban Consumers (CPI-U) for the preceding year. The addition of new line items to the budget is not allowable in renewal years. The CPI-U can be used as a gauge for proposed increases to operating costs. However, the SFA must be able to justify approval for operating costs exceeding the CPI-U.
 - C. All contract renewals shall be for a period of one year beginning July 1 and ending June 30, with mutual agreement between the SFA and the FSMC. Renewal contracts cannot be effective prior to the final approval date by DFN and signed by both parties. Failure to have renewal contracts fully executed prior to July 1, will lapse this contract and require the SFA to re-bid the contract.
 - D. Renewal year contracts are contingent upon fulfillment of all contract provisions. If DFN determines during an Administrative Review, Procurement Review, audit, etc., that the FSMC is not meeting contractual obligations and is responsible for noncompliance of program regulations, DFN may decline to approve a renewal contract until it can be demonstrated that the FSMC is capable of meeting contractual obligations and being in compliance with program regulations.
8. **Health Certifications**
 - A. The SFA shall maintain all applicable health certifications on its facilities and shall ensure that all state and local regulations are being met by the FSMC preparing or serving meals at any SFA facility.
 - B. The FSMC shall maintain state and/or local health certifications for any facility outside the SFA in which it proposes to prepare meals and shall maintain this health certification for the duration of the contract as required under Title 7 CFR §210.16(c).
 - C. The FSMC shall adhere to the Food Safety Plan implemented by the SFA for all preparation and service of school meals, using a Hazard Analysis and Critical Control Point (HACCP) system as required under Public Law 108-265.
 - D. The FSMC agrees to allow at least two health inspections to be conducted by the Health Department at every site involved in school meal preparation and/or service as required by Public Law 108-265.
 - E. The SFA shall immediately correct any problems found as a result of a health inspection. The FSMC must support and cooperate with the necessary corrections.
 9. **Meals**
 - A. The FSMC shall serve meals on such days and at such times as requested by the SFA.
 - B. The SFA shall retain control of the quality, extent, and general nature of the food service.
 - C. The FSMC shall offer free, reduced price and paid reimbursable meals to all eligible children participating in the CN programs.
 - D. In order for the FSMC to offer a la carte food service, the FSMC must offer free, reduced price and paid reimbursable meals to all eligible children.
 - E. The FSMC shall provide meals in the CN programs that meet the requirements as established in Title 7 CFR Part 210, Part, 215, Part 220, Part 225, and Part 226.

- F. The FSMC shall provide the specified types of service in the schools/sites listed in Section 1, letter B.
- G. The FSMC shall promote maximum participation in the CN programs. Proposal shall include plan for FSMC to increase participation, if applicable, and any cost that will be incurred as a result of the plan. Any guarantee dependent on participation must identify the change to the guarantee based upon participation factors.
- H. The FSMC shall sell on the premises only those foods and beverages authorized by the SFA and only at the times and places designated by the SFA.
- I. No payment will be made to the FSMC for meals that are spoiled or unwholesome at the time of delivery, do not meet detailed specifications as developed by the SFA for each food component in the meal pattern, or do not otherwise meet the requirements of the contract.

10. Books and Records and Reports

- A. The FSMC shall maintain and provide to the SFA, on a monthly basis, detailed (itemized) documented cost records (supported by invoices, receipts, etc.). This documentation must be retained on-site by the SFA. All costs must be fully supported, mutually agreeable to the SFA and the FSMC and be allowed by federal regulations. The FSMC shall submit the detailed monthly documentation no later than the tenth (10th) calendar day succeeding the month in which services were rendered. Participation records shall be submitted no later than the fifth (5th) working day succeeding the month in which services were rendered. The SFA shall perform edit checks on the participation records provided by the FSMC prior to the preparation and submission on-line of the Claim for Reimbursement. The SFA shall reconcile Edit Check worksheets and daily/monthly meal counts against student attendance records and daily transaction worksheets/logs.
- B. The FSMC shall maintain records at the SFA to support all expenses and revenue appearing on the monthly operating statement attributable to the SFA. These records shall be kept at the SFA in an orderly fashion according to expense categories. This includes, but is not limited to invoices, receipts, and timesheets to support all expenses charged to the SFA.
- C. The FSMC shall provide the SFA with a year-end statement.
- D. Should the SFA have any concern as to the FSMC's compliance of regulatory rules due to internal audits, monitoring, an Administrative Review, or a Procurement Review conducted by PDE, the SFA shall have the right to request an audit of the FSMC and the selection of the auditor(s) to perform the audit. The FSMC will be responsible for bearing the costs that occur as a result of this audit.
- E. The SFA and the FSMC must provide all documents as necessary for the independent auditor to conduct the SFA's single, program, or financial audit.
- F. Books and records of the FSMC pertaining to the CN program operations shall be made available, upon demand, in an easily accessible manner for a period of three (3) years from the end of the contract term (including renewals) to which they pertain, for audit, examination, excerpts and transcriptions by the SFA and/or any state or federal representatives and auditors.
- G. If audit findings regarding the FSMC's records have not been resolved within the three-year period, the records must be retained beyond the three-year period for as long as required for the resolution of issues raised by the audit. (Title 2 CFR §200.334).
- H. The FSMC shall not remove federally required records from the SFA premises. Upon contract termination, the FSMC must leave copies of the records at the SFA premises.
- I. The SFA is responsible for ensuring resolution of program review and audit findings.

11. Employees

- A. The SFA reserves the right to interview and approve the on-site food service manager/director.
- B. The SFA must designate if the current SFA employees, including site and area managers as well as any other staff, will be retained by the SFA or be subject to employment by the FSMC. (Choose one)
 - ☒ Employees will be retained by the SFA.
 - ☐ Employees will be retained by the FSMC.
 - ☐ Employees will be retained by the SFA and FSMC.
 - ☐ There are currently no SFA employees, charged to the non-profit Food Service Account.
- C. The SFA must have a written code of conduct for all employees, which the FSMC must uphold for all employees working with the food program. (Title 2 CFR §200.318(c)).
- D. If the SFA wants the SFA employees to be subject to employment by the FSMC, the Labor and Fringe worksheets, labeled Attachment FP4 and FP5 shall be submitted in accordance with Section 10B. The total amount shall equal the Projected Operating Cost line item worksheet's total, labeled Attachment FP3, for the expense item "Direct Labor and Benefits".
- E. The FSMC shall provide the SFA with a schedule of employees, positions, assigned locations, salaries, and hours to be worked as part of the proposal. Specific locations and assignments will be provided to the SFA two full calendar weeks prior to the commencement of operation.
- F. The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC shall be responsible for supervising and training personnel, including SFA employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of FSMC management staff except for the site manager. The FSMC shall also be responsible for the hiring and termination of non-management staff who are employees of the FSMC.
- G. The SFA must identify a SNP director who is an employee of the SFA. The SNP director must meet the minimum Professional Standards hiring and annual training requirements. In addition, the SNP director must ensure program oversight, including but not limited to, ensuring that the FSMC's food service director and all food service staff also meet the Professional Standards requirements (Title 7 CFR §210.30). Directors must accrue eight (8) hours of food safety training upon hire and every five (5) years thereafter. The SNP director responsibilities will be fulfilled by this position: *District Food Service Director*
- H. The SFA and FSMC must ensure that all food service employees meet and continue to meet all of the Professional Standards for hiring and training requirements. All trainings must be documented in *PrimeroEdge Teamwork*.
- I. The FSMC shall maintain its own personnel and fringe benefits policies for its employees. A copy of these policies must be submitted with all proposal documents. These policies are subject to review by the SFA.
- J. Staffing patterns shall be mutually agreed upon.
- K. The FSMC shall not hire employees in excess of the number required for efficient operation.
- L. The SFA shall provide sanitary toilet and hand washing facilities for the employees of the FSMC.
- M. The SFA may request in writing the removal of any employee of the FSMC who violates health requirements or conducts himself/herself in a manner that is detrimental to the well-being of the students.
- N. In the event of the absence, termination, removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.
- O. All SFA and/or FSMC personnel assigned to the food service operation in each school shall be instructed in the use of all emergency valves, switches, and fire and safety devices in the kitchen and cafeteria areas.
- P. The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon.

- Q. The FSMC shall provide proof that each prospective employee working with children has had a Pennsylvania State Criminal History Background Check and a Federal Criminal History Record that is not more than one (1) year old. (Section 111 of the Public School Code. See Act 48 of 2003 Section 111 for specific convictions that this applies to.)
- R. The FSMC shall provide proof that each prospective employee working with children has had the required number of hours of approved child abuse recognition and reporting training. (Act 31 of 2014)

12. Monitoring

- A. The SFA shall monitor the food service operation of the FSMC through periodic on-site visits to ensure that the food service is in conformance with USDA program regulations per Title 7 CFR §210.16. On-site monitoring is required regardless of the number of sites. An On-Site Review Checklist (Monitoring Form) for monitoring can be found on PEARS/Applications/Download Forms under section SNP-Forms. Further, if there is more than one site, there is an additional requirement that the SFA conduct an on-site review of the counting and claiming system no later than February 1, of each year as required by Title 7 CFR §210.8. The SFA position responsible for performing all on-site reviews is District Food Service Director
- B. The records necessary for the SFA to complete the required monitoring activities must be maintained on-site by the FSMC under this contract, and must be made available to the Auditor General, USDA, PDE, PDA, and the SFA upon request for the purpose of auditing, examination, and review.

13. Menus/Advisory Boards

- A. The FSMC must comply with the 21-day menu developed by the SFA for the programs checked in section 1, letter B of this contract, and is included in the RFP (the exception to this would be the SFSP which only requires an 11-day menu). Minor changes made by the FSMC after the first 21-day cycle must be approved by the SFA. The SFA shall approve menus no later than two weeks prior to service. Major changes to the menu are not allowable unless included as part of the RFP process and acceptable by the SFA as indicated in Section Q. FSMC proposals must identify if they plan to change the 21-day menu included in the RFP, as indicated by the SFA in Section Q. If so, the FSMC must identify how it will change the menu and the financial impact to revenues and expenses.
- B. The SFA is responsible for the formation and establishment of an advisory board composed of parents, teachers, and students meeting periodically to assist in menu planning and other activities related to food service. The FSMC may participate in these periodic meetings as deemed appropriate by the SFA. The establishment of the advisory board may not be delegated to the FSMC.

The advisory board will be overseen by this position: District Food Service Director

The frequency of advisory board meetings will be: Annually

- C. The SFA must maintain records of the advisory board including agenda, meeting minutes, and detailed sign-in sheet indicating role of attendees as either parents, teachers, or students. These records must be made available, upon request in an easily accessible manner for a period of three (3) years from the end of the contract term (including renewals) to which they pertain, for audit, examination, excerpts and transcriptions by the SFA and/or state or federal representatives and auditors.

14. Use of Facilities, Inventory, Equipment & Storage

- A. The SFA will make available, without any cost or charge to the FSMC, area(s) of the premises agreeable to both parties in which the FSMC shall render its services.
- B. The SFA reserves the right, at its sole discretion, to sell or dispense food or beverages, provided such use does not interfere with the operation of the CN programs.
- C. The FSMC and the SFA shall inventory the equipment and commodities owned by the SFA at the beginning of the school year, including but not limited to, silverware, trays, chinaware, glassware, and/or kitchen utensils.
- D. The FSMC shall maintain the inventory of silverware, trays, chinaware, glassware, kitchen utensils, and other operating items necessary for the food service operation at the inventory level as specified by the SFA.

- E. The SFA will replace expendable equipment and replace, repair and maintain non-expendable equipment except when damages result from the use of less than reasonable care by the employees of the FSMC.
- F. The FSMC shall maintain adequate storage procedures, inventory, and control of USDA donated foods in conformance with the SFA's agreement with PDA.
- G. The SFA shall provide the FSMC with one set of keys for all food service areas secured with locks.
- H. The SFA shall provide the FSMC with local telephone service.
- I. The SFA shall furnish and install any equipment and/or make any structural changes needed to comply with federal, state, or local laws, ordinances, rules and regulations.
- J. Check one of the following regarding equipment:

- ☒ The SFA is not requesting the FSMC to propose purchase of equipment. The FSMC may not propose purchase of equipment in proposal and equipment may not be charged, directly or indirectly, to the SFA throughout the duration of the contract.
- ☐ The SFA is allowing the FSMC to propose equipment necessary for implementation or enhancement of operation. The FSMCs may recommend equipment for the SFAs food service operation in an amount not to exceed . If the SFA approves the recommendation, the SFA will procure and finance the equipment.

The SFA must obtain preapproval from DFN for each item of equipment costing \$5,000 or greater through the Capital Expenditure Request process if non-profit school food service account funds are going to be used at any time during the process for the purchase.

- ☐ The SFA is allowing the FSMC to propose equipment necessary for implementation or enhancement of operation. The FSMC may finance equipment for the SFAs food service operation in an amount not to exceed , for the life of the contract including optional renewal. Any equipment not included in FSMC proposal may not be charged, directly or indirectly, to the SFA throughout the duration of the contract. **If this option is selected, then the SFA shall provide specifications in Section Q, Additional Information.**

The SFA must obtain preapproval from DFN for each item of equipment costing \$5,000 or greater through the Capital Expenditure Request process if non-profit school food service account funds are going to be used at any time for the purchase (even if the FSMC purchases).

The FSMC shall be subject to the same procurement requirements to which the SFA is subject in purchasing equipment and may not serve as a vendor when purchasing equipment on behalf of the SFA. Ownership of the equipment will vest in the SFA immediately upon purchase of the equipment. The SFA shall repay the FSMC at the rate agreed upon when the equipment is purchased.

If the contract expires or is terminated prior to complete repayment of the investment, the SFA shall, on the expiration date, or within five days after receipt by either party of any notice of termination under this Contract, either (choose one)

- ☐ Retain the property and continue to make payments in accordance with the amortization/payment schedule.
 - ☐ Pay the remaining balance immediately.
 - ☐ Deliver the equipment or other items funded by the investment to the FSMC. Dependent upon the amount paid compared to the amortized value, one of the respective parties may be credited.
- K. The SFA shall be responsible for any losses, including USDA donated foods, which may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
 - L. All food preparation and serving equipment owned by the SFA shall remain on the premises of the SFA.
 - M. The SFA shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA premises.

- N. The FSMC shall notify the SFA of any equipment belonging to the FSMC on SFA premises within 10 days of its placement on SFA premises.
- O. The SFA shall have access, with or without notice, to all of the SFA's facilities used by the FSMC for purposes of inspection and audit.
- P. The FSMC shall not use the SFA's facilities to produce food, meals, or services for other organizations without the approval of the SFA. If such usage is mutually acceptable, there shall be a signed agreement, which stipulates the fees to be paid by the FSMC to the SFA for such facility usage.
- Q. The SFA, on the termination or expiration of the contract, shall conduct a physical inventory of all equipment and commodities owned by the SFA.
- R. The FSMC shall surrender to the SFA upon termination of the contract, all equipment, and furnishings in good repair and condition.

15. Purchases

- A. If the FSMC is procuring goods or services which are being charged to the SFA under the contract, the FSMC is acting as an agent for the SFA and must follow the same procurement rules under which the SFA must operate and that the FSMC may not serve as a vendor. The FSMC will buy the beginning inventory, exclusive of commodities, from the SFA.
- B. This contract shall not prevent the SFA from participating in food co-ops or purchasing food from vendors with whom the FSMC normally does not do business.
- C. P.L. 110-246, Section 4302 of the Richard B. Russell National School Lunch Act (NSLA), allows SFAs to purchase unprocessed locally grown and locally raised agricultural products. NSLA allows SFAs, if they choose to do so, to apply a geographic preference when procuring unprocessed locally grown and locally raised agricultural products. The SFA may just apply a preference, they cannot make this a requirement.

16. Nonprogram Foods

- A. Nonprogram foods include any non-reimbursable foods and beverages purchased using funds from the non-profit school food service account. This would include, but is not limited to, a la carte; catering; vending; second meals and non-reimbursable suppers.
- B. The FSMC must identify the following on the monthly invoice:
 - Number of reimbursable meals and the fixed price per meal;
 - Number of nonprogram meal equivalents and the fixed price per meal.
- C. The SFA is responsible for maintaining documentation of all revenues for reimbursable meals and all revenues for nonprogram foods.
- D. Documentation to identify the separation of:
 - Revenues of reimbursable meals from revenues of nonprogram foods
 - Costs of reimbursable meals from costs of nonprogram foods

This documentation must be made available to the Auditor General, USDA, PDE, PDA, and the SFA upon request for the purpose of auditing, examination, and review.

17. Payment Terms/Method

A. Invoices

- 1. The FSMC shall invoice the SFA monthly for amounts due based on on-site records. The SFA shall make payments within 30 days of the invoiced date.
- 2. Invoices must be itemized by price per meal cost. This documentation must be retained on-site by the SFA.
- 3. An example of the invoice identifying commodities (USDA entitlement balances) must be included with the proposal.

4. Costs, charges, and expenses must be mutually agreeable to the SFA and the FSMC and be allowed by federal regulations.
5. The FSMC must submit a monthly reconciliation to the SFA comparing the invoice and revenue against the projected revenue and expenses. (Used in the Attachment FP3, Projected Operating Costs of the proposal.)
6. DFN may randomly request SFAs to submit copies of invoices for compliance with the above items.
7. The payment of interest and late fees from the non-profit school food service account fund is prohibited
8. Upon termination of the Agreement, all outstanding amounts shall immediately become due and payable.

B. Advance Payment – Indicate whether or not the SFA will consider an advance payment.

- ☒ No, the SFA will not consider providing an advance payment to the FSMC.
- ☐ Yes, the FSMC may provide an explanation regarding the financial benefits of allowing an advance and the SFA may consider a request from the FSMC for an advance payment for operational expenses. If an advance is paid it must be reconciled by the end of the first six months from the start of each school year (July1).

If after the SFA has considered and agreed to paying an advance, the advance will be paid (choose one):

- ☐ Using the general fund. A loan agreement between the general fund and the non-profit school food service account must be in place.
- ☐ Using the non-profit school food service account.

C. Payment Incentives – Indicate whether or not the SFA will consider payment incentives. (Choose one)

- ☒ No, the SFA will not consider any payment incentives such as discounts or credits for prompt payment, electronic payment, etc.
- ☐ Yes, the SFA will consider payment incentives such as discounts or credits for prompt payment, electronic payment, etc. Payment incentives only apply if the invoice is paid according to payment terms.

18. Buy American

- A. The FSMC shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States (U.S.) or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S.
- B. The FSMC must document and the SFA must approve any exceptions to Buy American. Exceptions are allowable when the domestic foods are not produced or manufactured in the US in sufficient and reasonably available quantities; or competitive bids reveal the costs of a US product are significantly higher than the non-domestic product.
- C. The FSMC shall certify the percentage of U.S. content in the products supplied to the SFA.
- D. The SFA reserves the right to review vendor purchase records to ensure compliance with the Buy American provision.

19. Sanitation

- A. The FSMC shall place garbage and trash in the containers in the designated areas as specified by the SFA.
- B. The SFA shall remove all garbage and trash from the designated areas.
- C. The FSMC shall clean the kitchen and dining room areas as indicated on the Attachment 2, Cost Responsibility Detail Sheet.
- D. The FSMC shall operate and care for all equipment and food service areas in a clean, safe, and healthy condition in accordance with the standards acceptable to the SFA and comply with all applicable laws, ordinances, regulations, and rules of federal, state, and local authorities, including laws related to recycling.
- E. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.

20. Licenses, Fees and Taxes

- A. The FSMC shall be responsible for paying all applicable taxes and fees, including but not limited to, excise tax, state and local income tax, payroll and withholding taxes for FSMC employees; the FSMC shall hold the SFA harmless for all claims arising from payment of such taxes and fees.
- B. The FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.
- C. The FSMC shall comply with all SFA building rules and regulations.

21. Civil Rights

- A. Both the SFA and FSMC hereby agrees that it will comply with:
 - 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
 - 2. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
 - 3. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
 - 4. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
 - 5. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
 - 6. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
 - 7. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.);
 - 8. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42, and 50.3);
 - 9. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any Program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Contract;
 - 10. The USDA nondiscrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).
- B. This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.
- C. By accepting this assurance, the SFA and FSMC agree to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS,

shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from USDA

22. Emergency Closing

- A. The SFA shall notify the FSMC of any interruption in utility service of which it has knowledge.
- B. The SFA shall notify the FSMC of any delay in the beginning of the school day or the closing of school(s) due to snow or other emergency situations.

23. Term and Termination

- A. The SFA or the FSMC may terminate the contract for cause or for convenience by giving 60 days written notice.
- B. At any time, because of circumstances beyond the control of the FSMC or the SFA, either party may terminate the contract by giving 10 days written notice to the other party.
- C. Force Majeure. Neither the FSMC nor the SFA shall be responsible to the other for losses should the fulfillment of the terms of the contract be delayed or prevented by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, wars, acts of public enemies, strikes, work stoppages, natural disasters, acts of God, civil disorders, public health crises, freight embargos, or loss or malfunctions of utilities, respectively, and which by the exercise of due diligence they were unable to prevent.
- D. The SFA is protected under the Commonwealth of Pennsylvania's Tort Claims Act (act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.

24. Nonperformance by the FSMC

- A. The FSMC is required to provide a Performance Bond in the amount of 10% (dollar amount or percentage of the total bid price [Total FSMC Costs]) as a guarantee of performance of all terms outlined under this contract. The amount/percentage should not be unreasonable in that it would prevent full and open competition. The Performance Bond provides the SFA recourse in the event that contractual obligations are not satisfactorily performed.
- B. In the event of the FSMC's nonperformance under this contract and/or the violation or breach of the contract terms, the SFA shall have the right to pursue all administrative, contractual, and legal remedies against the FSMC and shall have the right to seek all sanctions and penalties as may be appropriate.
- C. The FSMC shall reimburse the SFA the full amount of any meal over-claims which are attributable to the FSMC's negligence, including those over-claims based on review or audit findings that occurred during the effective dates of the original and renewal contracts.
- D. The SFA shall notify DFN in the event of nonperformance by the FSMC.

25. Certifications

- A. The FSMC shall comply with Sections 3702 of the Contract Work Hours and Safety Standards Act (Act), 40 U.S.C. §3701-3708, as supplemented by the Department of Labor regulations, Title 29 CFR Part 5. Under Section 3702 of the Act, the FSMC shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible, provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of forty hours in any work week.

- B. The FSMC shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, Title 41 CFR Part 60.
- C. The FSMC shall comply with the Buy American provision for contracts that involve the purchase of food, Title 7 CFR §210.21(d).
- D. The FSMC shall sign the Certification Regarding Debarment and Suspension, Appendix D, which is made a part of this contract. (Title 2 CFR Part 180) This certification assures the SFA that the FSMC has not been debarred from entering into contracts with the Federal Government, or any other entity receiving Federal funds, or suspended from entering contracts during a time when the FMSC is being investigated for a legal action which is being taken to debar the FSMC from contracting activities.
- E. The FSMC shall comply with all applicable standards, orders, or requirements issued under the Clean Air Act (Title 42 U.S.C. 7401-7671), and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency. Violations can be reported electronically at <https://www.epa.gov/enforcement/report-environmental-violations>.
- F. The FSMC shall comply with the mandatory standards and policies relating to energy efficiency that are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
- G. The FSMC shall sign the Lobbying Certification, Appendix E, which is made a part of this contract. If applicable, the FSMC has also completed and submitted Standard Form-LLL, Disclosure of Lobbying Activities, Appendix E. If no lobbying activity occurred, the FSMC is still required to sign the Disclosure of Lobbying Activities, Appendix E. (Title 2 CFR Part 418)
- H. The FSMC shall sign the Certification of Independent Price Determination, Appendix F, which is incorporated herein by reference and made part of this contract.

26. Insurance

- A. The FSMC is required to be insured adequately to support the terms of the contract. The FSMC shall maintain the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the state of Pennsylvania. A Certificate of Insurance of the FSMC's insurance coverage indicating these amounts must be submitted at the time of award.
- B. The FSMC shall have in effect during all times under this agreement, comprehensive general liability insurance, including products and completed operations liability, contractual liability, and independent contractor's liability coverage and personal injury. Minimum coverage shall be \$1,000,000 per incident/per person for general liability.

1. General Liability	\$1,000,000
2. Worker's Compensation	\$500,000
3. Vehicle Insurance	\$1,000,000
4. Umbrella Liability	\$1,000,000
- C. The SFA shall be named as additional insured on the General Liability and Automobile insurance policy. The FSMC must provide a waiver of subrogation in favor of the SFA for General Liability, Automobile, and Worker's Compensation.
- D. In addition, the FSMC shall provide fire and theft insurance at its own expense to cover any risk created by fire and/or theft to its property located on the premises of the SFA. The FSMC further agrees to provide all necessary fire and/or theft insurance to cover clothes, garments and other articles owned by their employees.
- E. The contract of insurance shall provide for notice to the SFA of cancellation of insurance policies 30 days before such cancellation is to take effect.

27. Summer Food Service Program (SFSP) (See letter B under 1 (Scope and Purpose) of the Standard Terms and Conditions for verification of participation)

- A. If participating, then the SFA shall offer free meals to all eligible children participating in the SFSP. If the FSMC will operate the SFSP (including the preparation, record keeping, and delivery of meals), a flat price per meal cost must be submitted as part of this RFP for the SFSP (Attachment SFSP1, SFSP Projected Operating Costs). In accordance with Title 7 CFR §225.15 the SFA cannot contract out the management responsibilities of the SFSP. The SFA shall be responsible for ensuring that the food service operation conforms to all program requirements outlined in Title 7 CFR Part 225. The SFA shall be responsible for determining eligibility for all SFSP sites. The SFA as a SFSP sponsor is responsible for conducting and documenting the required site visits of all sites for pre-approval and during operation of the program.
- B. SFAs that contract with FSMCs for some or all aspects of the management of the food service program may allow the FSMC to conduct the same activities for SFSP that are performed for NSLP. The FSMC is prohibited from performing the same activities that are prohibited through NSLP, such as but not limited to:
 - 1. Submitting claims
 - 2. Monitoring administrative and site staff
 - 3. Determining income eligibility and maintaining individual income eligibility statements.
- C. SFAs are reminded that although some tasks may be delegated to the FSMC, the SFA maintains responsibility for program oversight and ensuring that all SFSP requirements are met.
- D. The SFSP will operate from _____ to _____.

28. Child and Adult Care Food Program (CACFP) (See letter B under 1 (Scope and Purpose) of the Standard Terms and Conditions for verification of participation)

If participating, then the SFA shall offer meals to all eligible children and adults participating in the CACFP. If the FSMC will operate the CACFP (including the preparation, record keeping, and delivery of meals), a flat price per meal cost must be submitted as part of this RFP for the CACFP (Attachment CACFP1, CACFP Projected Operating Costs). In accordance with Title 7 CFR §226.15 the SFA cannot contract out the management responsibilities of the CACFP. The SFA shall be responsible for ensuring that the food service operation conforms to all program requirements outlined in Title 7 CFR Part 226.

29. Trade Secrets and Proprietary Information

- A. During the term of the contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of the FSMC, including menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by the FSMC), and similar compilations regularly used in FSMC business operations (trade secrets). The SFA shall not disclose any of the FSMC's trade secrets or other confidential information, directly or indirectly, during or after the term of the contract. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of the contract. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures, and methods. Without limiting the foregoing and except for software provided by the SFA, the SFA specifically agrees that all software associated with the operation of the food service, including without limitation, menu systems, food production systems, accounting systems, and other software, are owned by or licensed to the FSMC and not the SFA. Furthermore, the SFA's access or use of such software shall not create any right, title interest, or copyright in such software and the SFA shall not retain such software beyond the termination of the contract. In the event of any breach of this provision, the FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. This provision shall survive termination of the contract.
- B. Any discovery, invention, software, or programs paid for by the SFA shall be the property of the SFA to which the State Agency and USDA shall have unrestricted rights.

Appendix A

SFA Certification of Acknowledgement

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

- A. I certify that I, Brandy N. Smith, on behalf of **the SFA**, 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 have chosen a Fixed Price contract, and will follow the respective procedures.

Initial Here:

- C. I certify that I will not enter into a contract with an FSMC that has a real or apparent conflict of interest. This includes FSMCs that provide recommendations, develop or draft specifications, requirements, statements of work, requests for proposals, contract terms and conditions, or other documents for use in conducting procurement.

Initial Here:

- D. I certify that I, nor any employees (including School Board Members) of **the SFA**, will not solicit or accept donations, gratuities, nor favors from current or potential FSMCs (i.e. gifts, golf outings, meals, etc.).

Initial Here:

- E. I certify that I will appropriately and in a timely manner respond to all bid protests and concerns raised by potential FSMCs.

Initial Here:

- F. I certify that **the SFA** will have 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:

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

Initial Here:

- H. I certify that **the SFA** will be legally responsible for the conduct of the non-profit school 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:

- I. I certify that this **SFA position** District Food Service Director will fulfill the SNP director responsibilities. The SNP director must meet the minimum Professional Standards hiring and annual training requirements and provide program oversight, including but not limited to, ensuring that the FSMC's food service director and all food service staff also meet the Professional Standards requirements (Title 7 CFR §210.30). Directors must accrue eight (8) hours of food safety training upon hire and every five (5) years thereafter.

Initial Here:

- J. I certify that **the SFA** 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 CN PEARS, COMPASS, or PrimeroEdge Student Eligibility System.

Initial Here:

- K. I certify that the CN programs are the responsibility of **the SFA** and **the SFA** is responsible for all contractual agreements entered into in connection with the CN programs.

Initial Here:

- L. I certify that **the SFA** will be responsible for determining student eligibility for all applicable programs and that the FSMC will have no involvement in the process.

Initial Here:

- M. I certify that **the SFA** will retain all records for the current year plus the three from the end of the contract including any renewals.

Initial Here:

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

Initial Here:

- O. I certify that **the SFA** will monitor **the FSMC** in order to ensure compliance with USDA regulations.

Initial Here:

- P. I certify that **the SFA** will create an advisory board composed of students, teachers, and parents to assist in menu planning.

Initial Here:

- Q. I certify that **the SFA** will not delegate any of the above responsibilities to the FSMC.

Initial Here:

- R. I hereby certify that neither **the SFA** 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:

- S. I further certify that neither **the SFA** nor any of its principals/authorized representatives has a reported criminal background that would affect the receipt of Federal funds.

Initial Here:

- T. I certify that **the FSMC** is not a paid consultant or contractor with **the SFA** 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 the SFA 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 SFA 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 the 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 **FSMC**, have read and fully understand the contents of this contract.

Initial Here:

- B. I certify that I, nor any of the employees of the **FSMC**, have not received any solicitations from any the SFA 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 **FSMC** will be trained to understand and comply with all necessary trainings including the current written Code of Conduct authored by the SFA.

Initial Here:

- D. I certify that all of the **FSMC** food service employees meet the minimum Professional Standards requirements.

Initial Here:

- E. I certify that the **SFA** will be legally responsible for the conduct of the non-profit school 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 **FSMC** 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 CN PEARS, COMPASS, or the PrimeroEdge Student Eligibility System.

Initial Here:

- G. I certify that the **SFA** will be responsible for determining student eligibility for all applicable programs and that the **FSMC** will have no involvement in the process.

Initial Here:

- H. I certify that the **FSMC** will follow the 21-day menu for the first 21-days of service, without change.

Initial Here:

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

Initial Here:

- J. I certify that the **FSMC** 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 hereby certify that neither **the FSMC** 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:

L. I further certify that neither **the FSMC** nor any of its principals/authorized representatives has a reported criminal background that would affect the receipt of this Federal Award.

Initial Here:

M. I certify that **the FSMC** is not a paid consultant or contractor with **the SFA** 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 FSMC**, 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 FSMC** 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 the 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 (choose one), the SFA employs the same person/people that is/are employee(s) of the FSMC.

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 Parts 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

Appendix E

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

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

1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		2. Status of Federal Action: _____ a. bid/offer/ application b. initial award c. post-award	3. Report Type: _____ a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of Last Report _____
4. Name and Address of Reporting Entity: Prime Subawardee Tier, if known: Congressional District, if known:		5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:		7. Federal Program Name/Description:	
8. Federal Action Number, if known:		9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Entity: (last name, first name, MI)		10. b. Individuals Performing Services (including address if different from No. 10.a.)	
(Attach Continuation Sheet(s) SF-LLL-A if Necessary) (if individual, last name, first name, middle)			
11. Amount of Payment (check all that apply): \$ _____ Actual \$ _____ Planned		13. Type of payment (check all that apply): _____ a. retainer _____ b. one-time fee _____ c. commission _____ d. contingent fee _____ e. deferred _____ f. other, specify:	
12. Form of Payment (check all that apply): _____ a. cash _____ b. in-kind; specify: Nature _____ Actual _____			
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment indicated in Item 11: (Attach Continuation Sheet(s) SF-LLL-A, if necessary)			
15. Are Continuation Sheet(s) SF-LLL-A Attached: Yes _____ (Number _____) No _____			
16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: Name: Mary Kay Bulzavich Title: Regional Manager Telephone: 5707608481	

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 or not 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.

Appendix F

Independent Price Determination Certificate

Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate of Independent Price Determination.

Montoursville Area School District

SFA

The Nutrition Group

FSMC

- (A) By submission of this offer, the offeror certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:
- (1) The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and
 - (3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.
- (B) Each person signing this offer on behalf of the Food Service Management Company certifies that:
- (1) He or she is the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein, and has not participated and will not participate in any action contrary to (A)(1) through (A)(3) above; or
 - (2) He or she is not the person in offeror's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify and he or she has not participated and will not participate in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

Regional Manager

FSMC Authorized Representative Signature

FSMC Authorized Representative Title

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred to above.

Business Manager

SFA Authorized Representative Signature

SFA Authorized Representative Title

NOTE: ACCEPTING A BIDDER'S OFFER DOES NOT CONSTITUTE AWARD OF THE CONTRACT.

Appendix G

Sample Minimum Food Specifications

These are minimum specifications. The SFA is encouraged to provide more details that align with the 21-day menu.

Meat/Seafood

All meats, meat products, poultry, poultry products, and fish must be Government inspected.

- Beef, lamb, and veal shall be USDA Grade Choice or better.
- Pork shall be U.S. No. 1 or U.S. No. 2.
- Poultry shall be U.S. Government Grade A.
- Seafood to be top grade; frozen fish must be a nationally distributed brand, packed under continuous inspection of USDA.

Dairy Products

All dairy products must be Government inspected.

- Fresh eggs shall be USDA Grade A or equivalent, 100% candled.
- Frozen eggs must be USDA inspected.
- Milk shall be pasteurized Grade A.

Fruits and Vegetables

- Fresh fruits and vegetables selected according to written specifications for freshness, quality, and color – U.S. Grade A Fancy.
- Canned fruits and vegetables selected to requirements U.S. Grade A Choice or fancy (fruit to be packed in light syrup or natural juices).
- Frozen fruits and vegetables shall be U.S. Grade A Choice or better.

Baked Products

- Bread, rolls, cookies, pies, cakes, and pudding either prepared or baked on premises or purchased on a quality level commensurate with meeting USDA breakfast and lunch requirements as applicable.

Staple Groceries

- Staple groceries to be a quality level commensurate with previously listed standards.



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

PROPOSAL FOR A MIDDLE AND HIGH SCHOOL TRANSITIONAL SUPPORT CLASSROOM AND MRC SUPPORT

The Montoursville Area School District (MASD) agrees to a **2 year** contract with Nittany Learning Services (NLS) for a **Middle and High School Transitional Support Classroom and MRC Support for 3 days a week (2 days of high school MRC and 1 day of middle school MRC)** during the 2023-2024 and 2024-2025 school years.

NLS will charge a rate of \$ **176,800** for a maximum of **28** enrolled students in each of the Middle and High School Transitional Support Classrooms and a maximum of **8** students per day in the MRC Support Program to the MASD. The MASD agrees to pay NLS for half of the cost of the program \$ **88,400** by 7-1-23 and the remainder of the cost of the program \$ **88,400** by 1-31-24.

The MASD will provide transportation to the MASD students to and from the Transitional Support Classrooms and MRC.

The MASD will provide a room for the Transitional Support Classrooms and a separate room for MRC 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 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 Classrooms and MRC 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 Classrooms.

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

NLS staff will follow the MASD schedule.

NLS will provide a high school and middle school academic mentor/support staff and MRC monitor.

NLS staff will develop a Customized Learning Plan (CLP) to address goals in the following areas of need: 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 point tracking sheet to monitor each student's performance in their areas of need.

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 Classrooms.

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 Classrooms will be an independent contractor with the MASD and will not be considered as one of the MASD's employees.

Nittany Learning Services Representative

Date

Montoursville Area School District Representative

Date

**NEW STORY
TUITION AGREEMENT
2022-2023 SCHOOL YEAR**

THIS TUITION AGREEMENT is made effective as of the date set forth below by and between New Story, LLC and MONTOURSVILLE ("School District"). For the mutual consideration set forth herein and intending to be legally bound hereby, the parties agree as follows:

1. [REDACTED] ("Student") requires special education as defined by his/her Individualized Educational Program ("IEP"). New Story operates a school ("School") located at **297 Route 204, Selinsgrove, PA 17870**. School is a private licensed school within the Commonwealth of Pennsylvania that provides educational services to children with special education requirements. School employs certified personnel as defined by the Pennsylvania Department of Education and otherwise meets regulatory requirements for a private licensed school. New Story performs all background checks required by Pennsylvania law on School staff, including child abuse clearances and Pennsylvania and federal criminal history reports. Criminal history reports are updated at least every 60 months. Copies of such documentation shall be provided to the School District upon request. New Story does not employ individuals who are disqualified from having direct contact with children under applicable law. New Story will notify School District in writing if it learns that a New Story employee performing services under this agreement is arrested for or convicted of a crime.
2. School District desires to obtain educational services from New Story for Student. New Story has agreed to enroll Student in the School. The parties agree that the special education program offered by New Story within the School is the least restrictive and most appropriate environment within which to provide Student with the required special education as set forth in the IEP.
3. The commencement and ending dates for the student's enrollment at the School for school year services are set forth on the signature page. Student's enrollment will expire on the ending date. The enrollment of Student at the School may be terminated by either party upon at least twenty-one (21) days written notice to the other party. School District shall remain obligated to pay all amounts due to New Story through the enrollment termination and such obligation shall survive any termination of this Agreement. If student becomes hospitalized or placed at an alternate placement, after 10 consecutive days, School District can dis-enroll or choose to pay the low daily rate to maintain enrollment.
4. New Story agrees to provide, within reason, Student with all the services specified within the IEP, including any subsequent revisions to the IEP. New Story shall notify the Student's Parent/Guardian and School District if it cannot provide such services for any reason. The parties agree that New Story has made no representations or other commitments regarding Student achieving any specific goals specified within the IEP.
5. School District agrees to translating the IEP in the Parent's native language, as required by law.

6. New Story reserves the right to terminate a Student's enrollment at the School whenever New Story determines, in its sole discretion, that Student is not benefiting from the program being offered, School is unable to effectively deliver services to Student, Student presents a serious risk to the safety of others, and/or Student is in need of services which School is unable to provide. New Story shall provide written notice of its intention to terminate Student's enrollment at least twenty-one (21) days prior to termination except when termination is for serious disciplinary infractions or safety reasons. Serious disciplinary infractions shall be defined at the sole discretion of New Story. However, the parties acknowledge that School is designed and intended to educate students with behavioral challenges and that serious disciplinary infractions as defined by New Story must present exceptional challenges to be so defined.
7. New Story personnel will participate in the IEP development and revision process along with Parent(s)/Guardian(s), School District, and other individuals as appropriate under applicable law.
8. School operates on a school year schedule in accordance with the School's calendar incorporated herein as Attachment "B". The parties agree that the School may be closed by New Story due to inclement weather or for other safety reasons without prior notice to School District.
9. The charge for the special education classroom program provided by New Story within School is \$397.00 per day based on enrollment. The foregoing charge includes the additional individualized services listed in Attachment A hereto and specified in the IEP provided by employees or agents of School ("Related Service"). New Story shall notify School District of any modifications to the foregoing charge. Unless School District elects to terminate this Agreement and the enrollment of the Student within thirty (30) days of such notice, School District agrees to pay any modified charge amount.
10. The fees indicated in Section 9 shall be discounted by \$10/day for each additional student that School District enrolls in New Story beyond the initial 5 (five) students and \$20/day for each additional student that the district enrolls beyond the initial 15 (fifteen) students. Such discount shall be determined and applied at the sole discretion of New Story.
11. New Story shall invoice School District for special education classroom program fees as indicated in Section 9 above within ten (10) days of the beginning of the month for which services are scheduled to be provided, and the discount provided for in Section 10, if applicable, shall be reflected in such invoice. School District shall pay the invoice within thirty (30) days of the invoice date.
12. School District shall send payments to the following address:

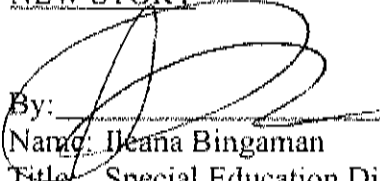
New Story, LLC
Lockbox #787226
P.O. Box 787226
Philadelphia, PA 19178-7226

13. Any amounts due New Story under the terms of this Agreement, which are not paid within thirty (30) days of the invoice date shall accrue interest at the rate of 1.5% per month, or such portion thereof from the due date, until payment is received by New Story. New Story shall allocate any partial payments in its sole discretion to any components of School District's outstanding balance. All academic reports will be held until the amounts due are paid in full. In the event that New Story has to pursue collection to recover any unpaid amounts, the School District will be responsible for any costs of collection, including attorney's fees. In addition to the foregoing, if School District is more than 45 days past due, paragraph 10 and the discount provided therein will not apply until School District's account is less than 30 days past due.
14. This Agreement, as well as matters pertaining to student discipline and termination, shall be governed by the Commonwealth of Pennsylvania law, and the rules and regulations promulgated by the Pennsylvania Department of Education applicable to private schools. Neither New Story nor the School shall be subject to the laws of any other state. All disciplinary proceedings and post-disciplinary proceedings, such as IEP team meetings, shall be held on School campus unless otherwise arranged by New Story.
15. No representations, promises, or agreements not expressly set forth herein in writing shall be binding on the parties hereto.
16. No change, amendment or modification to this Agreement shall be effective unless it is in writing and signed by both the School District's and New Story's authorized personnel.
17. Unless specified otherwise, all references to number of days shall be calendar days.
18. School District represents and warrants that the individual executing this Agreement is duly authorized to execute and deliver this Agreement on its behalf and this Agreement is a valid and binding obligation of School District.
19. School District agrees to indemnify, defend, and hold New Story harmless from any claims, losses, suits or damages caused by or arising from the negligence or willful misconduct of School District, its agents, and its employees.

New Story agrees to indemnify, defend, and hold School District harmless from any claims, losses, suits or damages caused by or arising from the negligence or willful misconduct of New Story, its agents, and its employees.
20. The undersigned School District has reviewed this agreement and hereby acknowledge School District's understanding of the terms of this Agreement and agrees to abide by and be held responsible for payment of the obligations set forth above.

NEW STORY

MONTOURSVILLE AREA SCHOOL DISTRICT

By: 
Name: Ileana Bingaman
Title: Special Education Director

By: _____
Name: _____
Title: _____

By: _____
Name: Terri Crahalla
Title: Regional Vice President

Date: _____

Date: _____

Address: 297 Route 204
Selinsgrove, PA 17870

Address: 50 N Arch Street
Montoursville, PA 17754

Attendance Commencement Date: May 15, 2023

Attendance Termination Date: May 31, 2023

ATTACHMENT "A"

To better serve the School District, New Story uses a tiered pricing model. The chart below shows the pricing for each acuity level.

2022-2023 School Year (including 2023 ESY) Rate

Daily	2022-2023 Low Rate	2022-2023 Medium Rate	2022-2023 High Rate	2022-2023 Extra High Rate
Selinsgrove	289	339	397	510

The charge for the special education classroom program provided by New Story within School to [REDACTED] rate of \$397.00/day.

The following are the Related Services that New Story provides at School:

- Nursing Services
- Occupational Therapy
- Speech Therapy
- Behavior Consultation/ABA
- Individual Counseling
- Group Counseling
- Crisis Intervention

If provided by IU employed therapists, the IU will bill the district in accordance with the IU rate schedule.

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

May 25, 2023

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, 2023.

Audit Scope and Objectives

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 disclosures, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) 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 (GAAS). 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 appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP 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 GAAS, 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

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, 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. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objectives also include 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).

Auditors' Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; 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 Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall

presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. 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 government or to acts by management, or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

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

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls.
- Improper revenue recognition due to fraud.

Planning has not concluded and modifications may be made to the significant risks identified.

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.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures - Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

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

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

Audit Procedures - Compliance

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

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

You agree to assume all management responsibilities relating to the government-wide trial balance, financial statements, 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, and related notes and that you have reviewed and approved the government-wide trial balance, financial statements, 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.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility 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 GAAP with the oversight of those charged with governance and for compliance with applicable laws and regulations (including federal statutes), rules, 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.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). 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, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters (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. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

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

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

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and

COVID-19 related concepts, such as lost revenues, if applicable) 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 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 Scope and 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.

Engagement Administration, Fees, and Other

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 \$22,500.00. In addition, the fee for preparing the Data Collection Form will be \$500.00. You will also be billed for travel and other out-of-pocket costs such as report production, word processing, postage, copies, etc. at cost. Additional costs are estimated not to exceed \$400.00. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all of out-of-pocket costs through the date of termination. The above fees are based on anticipated

cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

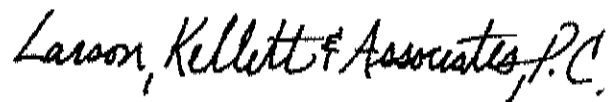
We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of School Directors and Management of Montoursville Area School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. 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.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state 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 state 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.

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 2022 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

A handwritten signature in black ink that reads "Larson, Kellett & Associates, P.C." in a cursive, flowing script.

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: _____



Pittsburgh
3325 Saw Mill Run Blvd.
Pittsburgh, PA 15227-2736

Wheeling
21 Warden Run Rd., Suite 102
Wheeling, WV 26003

Phone 412-885-5045
Fax 412-885-4870
www.gbaco.com

Report on the Firm's System of Quality Control

September 20, 2022

To the Shareholders of 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, 2022. 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 (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

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, 2022, 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 15227



COST SUMMARY	
BoardDocs Pro Document Management System – One-time start-up fee	\$1,000* (Waived through June 30 th 2023)
Option 1 BoardDocs LT Document Management System – Recurring Cost:	\$2,700 per year
Option 2 BoardDocs LT <u>Plus</u> Document Management System – Recurring Cost: Provides separate confidential meetings, separate document managers and separate administrative access for unlimited meeting groups of the same organization.	\$5,900 per year
Option 3 BoardDocs Pro Document Management System – Recurring Cost:	\$10,500 per year
Option 4 BoardDocs Pro <u>Plus</u> Document Management System – Recurring Cost: Provides separate confidential meetings, separate document managers and separate administrative access for unlimited meeting groups of the same organization.	\$18,000 per year

- All options include maintenance/support, installation, training, implementation, updates, upgrades and customization



BoardDocs®

A DILIGENT BRAND

BoardDocs LT

FEATURES

- Create, manage and publish meeting agendas and supporting documents
- Archive meetings, minutes and related documents for access by all stakeholders
- Manage policies and procedures through the entire lifecycle
- Take minutes notes and record voting
- Search publicly shared agenda and policy information from other public governing bodies
- Easily associate video or audio with each meeting and index individual agenda items to any part of the video

BoardDocs Proposal

BoardDocs Pro

FEATURES

Everything in BoardDocs LT and more:

- Advanced workflow to distribute agenda item creation, approval and collaboration throughout your organization
- Track progress on strategic plans and goals
- Powerful Meeting Control Panel to track, share and record board actions including motions and voting in real time through the Scoreboard
- Provide access to reference documents in the library
- Utilize the actions collected during the meeting to generate minutes, attach them for adoption by the board and automatically release to stakeholders

BoardDocs Plus

FEATURES

- Manage and control meetings and minutes separately for related boards and committees
- Designate different publishers for different boards and committees
- Create separate workflows and approval processes with BoardDocs Pro Plus

Your contact at BoardDocs is Cameron Aud – please see contact details below.

Cameron Aud



BoardDocs®

A DILIGENT BRAND

Sales Advisor | BoardDocs

Direct: 301.814.0034

Email: caud@diligent.com

2400 Reach Road, PO Box 3609 Williamsport, PA 17701 Phone: (570) 323-8561 FAX: (570) 323-1738		33 Springbrook Drive Canton, PA 17724 Phone: (570) 673-6001 Fax: (570) 673-6007
Web address: http://www.lu17.org		

BLaST Intermediate Unit 17 Technology Services Agreement

The background of this Agreement is as follows:

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

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

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

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

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

revised estimated maximum cost, it shall be subject to the provisions of this section of this Agreement.

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

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

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

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

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

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

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

Tim Confer
Director of Technology

Dr. Christina Steinbacher-Reed
Executive Director

SIGNATURE

SIGNATURE

DATE

DATE

WITNESS:

MONTOURSVILLESCHOOL DISTRICT:

PRINTED NAME

PRINTED NAME

SIGNATURE

SIGNATURE

TITLE

TITLE

DATE

DATE

Technology Services Agreement

EXHIBIT – 1

Specification for Technology Services to be provided for 2023-2024 Fiscal Year.

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

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

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

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

Invoicing for parts/materials shall be issued monthly.

The effective date of this Agreement is as follows:

Effective date: July 1, 2023

Completion date: June 30, 2024

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

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

EXHIBIT – 2



Technology Service Fees

2023-2024

	Intermediate Unit 17 IU17 Districts Northern Tier Career Center Lycoming Career and Technology Center Non-Public Schools	Non-Intermediate Unit 17 Government Educational Partners Non-IU17 Districts Intermediate Units
Standard Service Rates		
8am to 4pm based on agency	\$85/hour	\$95/hour

High Level Service Rates		
Core Switching Routing Services Firewalls Virtualization Setup / Integration Point to Point Wi-Fi Site Connectivity Server Migrations Storage Integration – (SCSI) SAN's SIP Trunking Configurations Fiber Optic Termination / Splicing	\$115/hour	\$125/hour

After Hours / Unscheduled Service Rates		
Outside of standard hours of operation*		
Unscheduled services during standard hours of operation*	\$125/hour	\$135/hour

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

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



Tim Confer
Director of Technology
BLaST IU 17 - Williamsport
570-323-8561 x1057

Williamsport Office
2400 Beach Road • Williamsport, PA 17701
570-323-8561 | 570-323-1738 Fax

Canton Office
13 Springbrook Drive • Canton, PA 17726
570-673-6001 | 570-673-6007 Fax

www.iu17.org

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



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

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

BLaST Intermediate Unit 17 DaRTS Software Agreement

The background of this Agreement is as follows:

- I. This Software License Agreement is made and entered into as of the date of the last signature below by and between **BLaST Intermediate Unit** (Intermediate Unit 17, referred to throughout this Agreement as "**BLaST**"), is an intermediate unit established by and existing under Chapter 11 of the Public School Code of 1949, as amended, 24 P. S. §9-951 et seq., with its principle place of business at 33 Springbrook Drive, Township of Canton, Bradford County, Pennsylvania 17724. and **Montoursville Area School District**, (referred to throughout this agreement as the "**Purchaser**") with its principle place of business at 50 N. Arch Street, Montoursville, PA 17754.
- II. **BLaST Technology Group** provides various technology services to numerous entities, primarily public school districts and non-profit organizations.
- III. **Purchaser** desires to retain **BLaST** to provide certain technology services.

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

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

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

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

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

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

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

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

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

Tim Confer
Director of Technology

Dr. Christina Steinbacher-Reed
Executive Director

SIGNATURE

SIGNATURE

DATE

DATE

WITNESS:

Montoursville School District:

PRINTED NAME

PRINTED NAME

SIGNATURE

SIGNATURE

TITLE

TITLE

DATE

DATE

EXHIBIT - 1

Specification for DaRTS Software Services to be provided: 2023 - 2024 Fiscal Year.

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

License Details and Costs:



Application Use

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

\$2,500.00 per year for the base package and \$175.00 per teacher per year.

- Please fill in: 18 # of teachers/users

*Initial deployment includes 8 hours of training that may be split into 2 sessions.
Customized software development, reports and data exports \$110.00 per hour.*



E-Signature Module

\$500.00 per year for E-Signature module access and \$1.50 per document requesting signatures.

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

Effective date: July 1, 2023

Completion date: June 30, 2024

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

YCDI Spring Dance Recital Rehearsal

General Info

Event ID:	2961990
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/25/2023
Schedules (1):	YCDI Spring Dance Recital Rehearsal
Owner:	
Category:	group 5
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Allison Stroop	youcandoitdanceandfitness@gmail.com	5709715185

YCDI Spring Dance Recital Rehearsal

Description:	Spring Dance Recital Dress Rehearsal
Upcoming Occurrences (1):	(Fr) 5/31/2024 (S) 3:30 PM 5:30 PM - 7:30 PM
Setup:	3:30 PM
Event Time:	5:30 PM-7:30 PM
Number of People:	200

Event Items

Name	Type	Setup In	Configuration	Note
Auditorium	Space			
Band Room	Space			
Black Box Theater	Space			
Boys Dressing Room	Space			
Chorus Room	Space			
Girls Dressing Room	Space			
Green Room	Space			
Stage	Space			

Event Request Details

Non-Profit Organization?	No
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Allison Stroop

YCDI Spring Dance Recital

Joe preferred not to book anything in May & June due to end of year, but will make it work.
Thank you

Matt - yes

General Info

Event ID:	2961992
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/25/2023
Schedules (1):	YCDI Spring Dance Recital
Owner:	
Category:	groups
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Allison Stroop	youcandoltdanceandfitness@gmail.com	5709715185

BS

YCDI Spring Dance Recital

Description:	Spring Dance Recital 2024
Upcoming Occurrences (1):	(Sa) 6/1/2024 (S) 12:30 PM 2:00 PM - 5:30 PM
Setup:	12:30 PM
Event Time:	2:00 PM-5:30 PM
Number of People:	550

Event Items

Name	Type	Setup In	Configuration	Note
Auditorium	Space			
Band Room	Space			
Black Box Theater	Space			
Boys Dressing Room	Space			
Chorus Room	Space			
Girls Dressing Room	Space			
Green Room	Space			
Stage	Space			

Event Request Details

Non-Profit Organization?	No
Will an admission fee be charged?	Yes
If yes, specify admission fees:	Tickets will be sold for \$10.00
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Allison Stroop

G-13

MYFC Football

Matt - yes
 Joe - yes
 Melissa - see emails
 Brandy - okay

General Info

Event ID:	2955013
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/22/2023
Schedules (1):	MYFC Football
Owner:	
Category:	group 1
Public:	Yes
Public Notes:	

Melissa -
 Sunday's yes & Sat 10/28/23
 Rest of Sat decline for soccer
 Ryan questioned Melissa
 changed her mind.

Event Contacts

Name	Email	Phone
Ryan Miller	rpm120892@gmail.com	5709320028

MYFC Football

Description:	Flag and tackle football season for Montoursville Youth Football and Cheer.
Upcoming Occurrences (1):	(Su) 8/27/2023 (S) 8:00 AM 9:00 AM - 7:00 PM (T) 7:30 PM
Setup:	8:00 AM
Event Time:	9:00 AM-7:00 PM
Teardown:	7:30 PM
Number of People:	400

Event Items

Name	Type	Setup In	Configuration	Note
Press Box	Space			
Stadium and Field	Space			

Event Request Details

Non-Profit Organization?	Yes
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Ryan Miller, Jermy Evanson, Preston Emert

MYFC Football

General Info

Event ID:	2955191
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/22/2023
Schedules (1):	MYFC Football
Owner:	
Category:	group 1
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Ryan Miller	rpm120892@gmail.com	5709320028

MYFC Football

Description:	Montoursville Youth football and cheer game
Upcoming Occurrences (1):	(Su) 9/3/2023 (S) 8:00 AM 9:00 AM - 7:00 PM (T) 7:30 PM
Setup:	8:00 AM
Event Time:	9:00 AM-7:00 PM
Teardown:	7:30 PM
Number of People:	400

Event Items

Name	Type	Setup In	Configuration	Note
Press Box	Space			
Stadium and Field	Space			

Event Request Details

Non-Profit Organization?	Yes
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Ryan Miller, Jerney Evanson, Preston Emart

MYFC Football

General Info

Event ID:	2955205
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/22/2023
Schedules (1):	MYFC Football
Owner:	
Category:	group 1
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Ryan Miller	rpm120892@gmail.com	5709320028

MYFC Football

Description:	Montoursville youth football and cheer tackle
Upcoming Occurrences (1):	(Su) 9/10/2023 (S) 8:00 AM 9:00 AM - 7:00 PM
Setup:	8:00 AM
Event Time:	9:00 AM-7:00 PM
Number of People:	400

Event Items

Name	Type	Setup In	Configuration	Note
Press Box	Space			
Stadium and Field	Space			

Event Request Details

Non-Profit Organization?	Yes
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Ryan Miller, Jerney Evanson, Preston Emert

MYFC Football

General Info

Event ID:	2955239
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/22/2023
Schedules (1):	MYFC Football
Owner:	
Category:	group 1
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Ryan Miller	rpm120892@gmail.com	5709320028

MYFC Football

Description:	Montoursville Youth Football and Cheer FLAG
Upcoming Occurrences (1):	(Sa) 10/28/2023 (S) 8:00 AM 9:00 AM - 3:00 PM (T) 3:30 PM
Setup:	8:00 AM
Event Time:	9:00 AM-3:00 PM
Teardown:	3:30 PM
Number of People:	250

Event Items

Name	Type	Setup In	Configuration	Note
Press Box	Space			
Stadium and Field	Space			

Event Request Details

Non-Profit Organization?	Yes
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No

MYFC Football

General Info

Event ID:	2955260
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/22/2023
Schedules (1):	MYFC Football
Owner:	group1
Category:	
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Ryan Miller	rpm120892@gmail.com	5709320028

MYFC Football

Description:	Montoursville Youth Football and Cheer Tackle. We would like to hold one game for the 6th graders who are leaving the program under the lights due to this being their last official football game with MYFC before they move up to junior high football.
Upcoming Occurrences (1):	(Su) 10/22/2023 (S) 8:00 AM 9:00 AM - 9:30 PM (T) 10:00 PM
Setup:	8:00 AM
Event Time:	9:00 AM-9:30 PM
Teardown:	10:00 PM
Number of People:	400

Event Items

Name	Type	Setup In	Configuration	Note
Press Box	Space			
Stadium and Field	Space			

Event Request Details

Non-Profit Organization?	Yes
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Ryan Miller, Jerney Evanson, Preston Emerit

The Not So Nutcracker VI

General Info

Event ID:	2947500
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/17/2023
Schedules (1):	The Not So Nutcracker VI
Owner:	
Category:	
Public:	Yes
Public Notes:	

Event Contacts

Name	Email	Phone
Alison Stroop	youcandoitdanceandfitness@gmail.com	15709715185

The Not So Nutcracker VI

Description:	Christmas Recital Rehearsal
Upcoming Occurrences (1):	(Sa) 12/9/2023 (S) 9:30 AM 11:00 AM - 2:00 PM
Setup:	9:30 AM
Event Time:	11:00 AM-2:00 PM
Number of People:	200

Event Items

Name	Type	Setup In	Configuration	Note
Auditorium	Space			
Band Room	Space			
Black Box Theater	Space			
Boys Dressing Room	Space			
Chorus Room	Space			
Girls Dressing Room	Space			
Green Room	Space			
Stage	Space			

Event Request Details

Non-Profit Organization?	No
Will an admission fee be charged?	No
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Alison Stroop

The Not So Nutcracker VI

General Info

Event ID:	2947509
Location:	Montoursville Area High School
Status:	Requested
Created on:	5/17/2023
Schedules (1):	The Not So Nutcracker VI
Owner:	
Category:	
Public:	Yes
Public Notes:	

Joe - ✓
 Matt - ✓
 Brandy - oky BG

Event Contacts

Name	Email	Phone
Allison Stroop	youcandotdanceandfitness@gmail.com	

The Not So Nutcracker VI

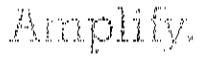
Description:	Christmas Recital
Upcoming Occurrences (1):	(Su) 12/10/2023 (S) 11:30 AM 1:00 PM - 5:00 PM
Setup:	11:30 AM
Event Time:	1:00 PM-5:00 PM
Number of People:	500

Event Items

Name	Type	Setup In	Configuration	Note
Auditorium	Space			
Band Room	Space			
Black Box Theater	Space			
Boys Dressing Room	Space			
Chorus Room	Space			
Girls Dressing Room	Space			
Green Room	Space			
Stage	Space			

Event Request Details

Non-Profit Organization?	No
Will an admission fee be charged?	Yes
If yes, specify admission fees:	Tickets will be sold for \$10.00
Will a participation fee be assessed?	No
Is organization membership limited to residents of the Montoursville Area School District?	No
Is event participation limited to residents of the Montoursville Area School District?	No
Name of organization's supervisors to be in attendance:	Allison Stroop



Price Quote

Amplify

55 Washington Street, Suite 800
 Brooklyn, NY 11201
 Phone: (800) 823-1969
 Fax: (646) 403-4700

Quote #:

Q-237149-1

Date:

5/17/2023

Expires On:

6/16/2023

Customer Contact Information

Curtis Myers
 Montoursville Area Sch Dist
 5703682441 x4010
 cmyers@montoursville.k12.pa.us

Amplify Contact Information

Janet Barry
 Inside Sales Representative
 jabarry@amplify.com

Grade 5

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL PRICE
Amplify Science G5 Dig Exp Teacher License - 1yr (2023-2024)	\$100.00	1	0	\$0.00
Amplify Science G5 Dig Exp Student License - 1yr (2023-2024)	\$0.00	0	160	\$0.00
Amplify Science Elementary School: Grade 5 Kits	\$3,115.00	0	1	\$3,115.00
Amplify Science Grade 5 Investigation Notebook Bundle (1 qty per unit)	\$11.96	0	160	\$1,913.60
Amplify Science Elementary School: Grade 5 Print Teacher Guides (1 qty per unit)	\$180.00	1	0	\$0.00
TOTAL				\$5,028.60

Grade 7

PRODUCT	PRICE	QUANTITY FREE	QUANTITY CHARGE	TOTAL PRICE
Amplify Science MS G7 Integrated Teacher License - 1yr (2023-2024)	\$0.00	0	2	\$0.00
Amplify Science Full Year Grade 7 Course - Integrated Model - LICENSE - UPFRONT - 1yr (2023-2024)	\$25.00	0	130	\$3,250.00
Amplify Science Middle School: Grade 7 Integrated Course Model Kits	\$3,265.00	0	2	\$6,530.00
Amplify Science Grade 7 Investigation Notebook Bundle (1 qty per unit)	\$26.91	0	130	\$3,498.30
Amplify Science Middle School: Grade 7 Integrated Course Model Print Teacher Guides (1 qty per unit)	\$300.00	2	0	\$0.00
TOTAL				\$13,278.30

Shipping

SHIPPING AND HANDLING	SHIPPING COST	TOTAL PRICE
Amplify Shipping and Handling	\$2,117.63	\$2,117.63

GRAND TOTAL

\$20,424.53

Scope and Duration

Payment Terms:

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 30 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

License and Services Term:

- Licenses: 07/01/2023 until 06/30/2024.
- Services: 18 months from order date. Unless otherwise stated above, all training and other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- FOR SHIPPED MATERIALS:
 - Expedited shipping is available at extra charge.
 - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- FOR SERVICES:
 - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

How to Order Our Products

Amplify would like to process your order as quickly as possible. Please visit amplify.com/ordering-support to find all the information you need for submitting your order. We accept the following forms of payment: purchase orders, checks, and credit card payments (Visa, MasterCard, Discover and American Express). In order for us to assist you, please help us by following these instructions:

Please include these three documents with your order:

- Authorized purchase order or check
- A copy of your Price Quote
- A copy of your Tax-Exemption Certificate

If submitting a purchase order:

To expedite your order, please visit amplify.com/ordering-support where you can submit your signed purchase order. You can also email a purchase order to IncomingPO@amplify.com or fax it to (646) 403-4700. Purchase Orders can also be mailed to our Order Management Department at the address below.

If submitting your order via credit card:

- Please email Accountsreceivable@amplify.com to request a secure credit card payment link

If submitting your order via sending a check:

- Please mail your documents directly to our Order Management Department and notify your sales representative of the check number and check amount.
- Please note that mailing a check can add up to two weeks of processing time for your order. For faster processing of your order, please submit your order via Purchase Order or Credit Card Authorization Form.

The information requested above is essential to ensure the smooth completion of your order with Amplify. Failure to submit documents will prevent your order from processing.

Our Order Management Department is located at 55 Washington Street, Suite 800, Brooklyn, NY 11201. Please note that mailing any documents can result in delays of up to two weeks. **For faster processing of your order, we recommend you submit a purchase order via our website: amplify.com/ordering-support.**

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at amplify.com/customer-terms. Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

Terms & Conditions

1. **Scope.** Amplify Education, Inc. ("Amplify") and Customer wish to enter into the agreement created by the price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the "Quote") and these Customer Terms & Conditions, including any addendums hereto (this "Agreement") pursuant to which Amplify will deliver one or more of the products or services specified on the Quote (collectively, the "Products").
2. **License.** Subject to the terms and conditions of this Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicenseable license to access and use, and permit Authorized Users to access and use the Products solely in the U.S. during the Term for the number of Authorized Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. "Authorized User" means an individual teacher or other personnel employed by Customer, or an individual student registered for instruction at Customer's school, whom Customer permits to access and use the Products subject to the terms and conditions of this Agreement, and solely while such individual is so employed or so registered. Each Authorized User's access and use of the Products shall be subject to Amplify's Terms of Use available through the Products, in addition to the terms and conditions of this Agreement, and violations of such terms may result in suspension or termination of the applicable account.
3. **Restrictions.** Customer shall access and use the Products solely for non-commercial instructional and administrative purposes of Customer's school. Further, Customer shall not, except as expressly authorized or directed by Amplify: (a) copy, modify, translate, distribute, disclose or create derivative works based on the contents of, or sell, the Products, or any part thereof; (b) decompile, disassemble or otherwise reverse engineer the Products or otherwise use the Products to develop functionally similar products or services; (c) modify, alter or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent or disable any security or digital rights management device, procedure, protocol or mechanism in the Products; or (f) permit any Authorized User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title and interest therein to Amplify. The Products and derivatives thereof may be subject to export laws and regulations of the U.S. and other jurisdictions. Customer may not export any Product outside of the U.S. Further, Customer will not permit Authorized Users to access or use any Product in a U.S.-embargoed country or otherwise in violation of any U.S. export law or regulation. The software and associated documentation portions of the Products are "commercial items" (as defined at 48 CFR 2.101), comprising "commercial computer software" and "commercial computer software documentation," as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).
4. **Reservation of Rights.** SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title and interest in and to all Products, including all related IP Rights, are and shall remain the sole and exclusive property of Amplify or its third-party licensors. "IP Rights" means, collectively, rights under patent, trademark, copyright and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer shall notify Amplify of any violation of Amplify's IP Rights in the Products, and shall reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see <http://www.amplify.com/virtual-patent-marking>).

5. **Payments.** In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer shall be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

6. **Shipments.** Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.

7. **Account Information.** For subscription Products, the authentication of Authorized Users is based in part upon information supplied by Customer or Authorized Users, as applicable. Customer will and will cause its Authorized Users to (a) provide accurate information to Amplify or a third-party authentication service as applicable, and promptly report any changes to such information, (b) not share or allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized Users.

8. **Confidentiality.** Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how and trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

9. **Student Data.** The parties acknowledge and agree that Customer is subject to federal and local laws relating to the protection of personally identifiable information of students ("PII"), including the Family Educational Rights and Privacy Act ("FERPA"), and that Amplify is obtaining such PII as a "school official" under Section 99.31 of FERPA for the purpose of providing the Products hereunder. Subject to the terms and conditions of this Agreement, Amplify will not take any action to cause Customer to be out of compliance with FERPA or applicable state laws relating to PII. Amplify's Customer Privacy Policy at <http://www.amplify.com/customer-privacy> will govern collection, use, and disclosure of information collected or stored on behalf of Customer under this Agreement.

10. **Customer Materials.** Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized Users using the Products or otherwise in connection with this Agreement ("Customer Materials"), and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at <http://www.amplify.com/customer-requirements>.

11. **Warranty Disclaimer.** PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH THIRD PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE AND DISCLOSURE PRACTICES OF THIRD PARTIES.

12. Limitation of Liability. IN NO EVENT SHALL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, SHALL NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12 MONTH PERIOD. UNDER NO CIRCUMSTANCES SHALL AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

13. Term; Termination. This Agreement will be in effect for the duration specified in the Quote and may be renewed or extended by mutual agreement of the parties. Without prejudice to any rights either party may have under this Agreement, in law, equity or otherwise, a party shall have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized User) materially breaches any term, provision, warranty or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible the cost of any continued use of Products following such termination. Upon termination, Amplify will return or destroy any PII of students provided to Amplify hereunder. Notwithstanding the foregoing, nothing shall require Amplify to return or destroy any data that does not include PII, including de-identified information or data that is derived from access to PII but which does not contain PII. Sections 3-13 shall survive the termination of this Agreement.

14. Miscellaneous. This Agreement, including all addendums, attachments and the Quote, as applicable, constitutes the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement shall supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and shall supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement shall apply to their singular and plural forms, as applicable. The word "including" means "including without limitation." This Agreement shall be governed by and construed and enforced in accordance with the laws of the state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement shall constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement shall for any reason be held to be unenforceable at law, such provisions shall be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify shall have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control, including acts of God or nature, fire, earthquake, flood, epidemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network.

We are delighted to work with you and we thank you for your order!

Amplify Education, Inc. - Confidential Information

Montoursville Area School District
Non-Union Support Staff
Custodial & Maintenance Position
Employee Handbook



Welcome to the Montoursville Area School District. This handbook will outline our policies and produces. All policies in their entirety are located on the district website at www.montoursville.k12.pa.us. We encourage all employees to visit this website and familiarize themselves with the information available.

Montoursville Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, and disability in its activities, programs or employment practices as required by Title VI, Title IX, Section 504 and the Americans with Disabilities Act.

Montoursville Area School District Board Policy 548 – The Board strives to provide a safe, positive working climate for its employees. Therefore, it shall be the policy of the district to maintain an employment environment in which harassment in any form is not tolerated.

As a full-time employee of the district, you will be provided with a district email. Also, you will have access to the district's web-based Employee Access System. This will allow you to monitor your employment with the district. You will be able to view your position, pay, absences, and profile information.

Table of Contents

Policies and Procedures

- a. Drug and Alcohol
- b. Tobacco Use
- c. Child Abuse
- d. HIV-Universal Precautions
- e. Employment Requirements
- f. Employment Status/ Workday
- g. Personnel Files
- h. Pay/ Payroll Deductions
- i. Evaluations
- j. Conduct/Discipline
- k. Appearance
- l. Outside Activities
- m. Gifts
- n. Job Related Expenses
- o. Use of Facilities
- p. Acceptable Use of Technologies

Benefits

- a. Holidays
- b. Vacation
- c. Sick Leave
- d. Personal Leave
- e. Emergency Leave
- f. Bereavement
- g. Uncompensated Leave
- h. Jury Duty
- i. Family and Medical Leave
- j. Insurance- Health, Dental, Life, Income Protection
- k. Additional Insurance Offer
- l. Retirement and Pension Plan
- m. Additional 403(b) Option
- n. Retirement Severance
- o. Worker's Compensation

Policies and Procedures

a. Drug and Alcohol- Drug Free Zone

The Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community and is concerned about the problems that may be caused by employees, especially as the use relates to an employee's safety, efficiency, and productivity. Refer to Policy 551

b. Tobacco Use

The Board prohibits tobacco use by employees in a school building and on any property, buses, vans, and vehicles that are owned, leased, or controlled by the school district. Refer to Policy 523

c. Child Abuse

The Board requires district employees and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as training requirements for recognition and reporting of child abuse. This training is provided by the district. The employee is required to complete a minimum number of hours of training periodically as required by law. Refer to Policy 806

d. HIV / Universal Precautions

The Board is committed to providing a safe, healthy environment for its students and employees. The purpose of this policy shall be to safeguard the health and well-being of students and employees while protecting the rights of the individual. Refer to Policy 514.1

e. Employment Requirements

No candidate shall be employed until such candidate has complied with the mandatory background check requirements:

The district will except previously obtained clearances which are dated within the year of hire.

FBI Background Check Clearance

PA Criminal History Clearance

Child Abuse History Clearance

Clearances are valid for 5 years at which time new clearances must be obtained to continue employment.

Links to access these clearances are available through the district website located under District Tab/ Employment Opportunities. Refer to Policy 504

To certify the fitness of employees to discharge efficiently the duties they will be performing and to protect the health of students and staff, physical examinations will be required prior to beginning employment. Refer to Policy 514

Along with the mandatory clearances, each employee is required to complete the Mandated Reporter Training and A.L.I.C.E within 30 days of employment.

The Employee Job Description will be received, reviewed, and acknowledged by employee and immediate supervisor.

f. Employment Status/Workday

The district will employ Full-time, Part-time, and Substitute Positions. The periods of work required of staff shall be clearly specified to ensure regular and consistent operation of the district. Failure to comply with your assigned schedule will result in disciplinary action. Refer to Policy 505 & 532

Full-time Positions will be set at 260 days (12-months) at 8 hours per day, 5 days per week with a ½ hour unpaid lunch. These employees will be compensated according to the scale set forth by the Board and be paid a bi-weekly salary based off the above set hours per day at 260 days per year.

Part-time Positions will be set at 244 days (12-months) at 5 hours, 5 days per week. These employees will be compensated hourly according to the scale set forth by the Board.

Substitute Positions will be on an as needed basis and compensated with an hourly rate set annually by the Board.

Hourly positions will be responsible for completing, maintaining, and submitting a bi-weekly timesheet through Employee Access.

****Energy Conservation-** Beginning July 1st of each year, full-time employees agree to work an additional half hour every day, in addition to the above 8-hour shift. This half hour provides the district with additional coverage during critical times of the school year, while also allowing the district to schedule non-working "Energy Conservation" days throughout the year. These additional non-working days will not be counted against any personal, sick, vacation or paid holiday time.

g. Personnel Files

The Board requires that sufficient records be maintained to ensure an employee's qualifications for the job held, compliance with federal and state requirements and local benefit programs, conformance with district policies and rules, and evidence of completed evaluations. Employees shall have access to their file. Refer to Policy 524

h. Pay/ Payroll Deductions

Employees will be paid on a bi-weekly schedule. This schedule will be made available to you upon hire and then annually via email.

Hourly/Salary Employees will not be required to complete a timesheet unless they are working approved over-time hours, which will require a paper timesheet.

Pay will be calculated based on the number of days and hours scheduled to work within the fiscal year on a bi-weekly pay basis.

Hourly Employees will be required to complete a bi-weekly timesheet through Employee Access.

****If an employee were to start or end employment during the fiscal year a pro-ration of hours to be worked will be calculated in a salary work-up to determine amount due to employee.**

Payroll Deductions shall be permitted from an employee's paycheck upon proper authorization on the appropriate district forms made available to you through the district website under the Staff tab/ Employee Forms/ Misc. Forms. Refer to Policy 615

i. Evaluations

There shall be a plan for regular, periodic evaluation of personnel. The objectives of evaluations are to assess and improve performance, encourage personal growth, promote positive behavior, and facilitate attainment of district goals and objectives. Refer to Policy 512

j. Conduct/Discipline

All employees shall comply with district policies, rules, and regulations; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors. In the event it is necessary to demote or dismiss, a due process interactive meeting shall be provided. Refer to Policy 517

Punctual and reliable attendance by employees is essential to the proper operations of district programs. It shall be the responsibility of the Superintendent to assess penalties when an employee fails to meet attendance requirements. Refer to Policy 518

k. Appearance

Employees shall be physically clean, neat, well-groomed, and dressed in a manner consistent with the needs of the job to be performed. Employees shall be required to utilize appropriate safety gear and wear designated work uniforms when required. Refer to Policy 525

l. Outside Activities

The Board recognizes that employees do enjoy private lives and may associate with others outside of school. However, the Board and its supervisory staff have a responsibility to evaluate employees in terms of their effectiveness in discharging assigned duties and responsibilities. Therefore, when non-school activities impact upon a staff member's effectiveness within the school, the Board reserves the right to evaluate the

effect of such activities upon the individual's completion of responsibilities to the district. Refer to Policy 519

m. Gifts

Employees may accept gifts of a consumable nature or nominal value from students or parents. In no event may a gift exceed fifty dollars in value. Refer to Policy 522 (updated regulation)

n. Job Related Expenses

Payment of the actual and necessary expenses, including traveling expenses, that any district employee incurs in the course of performing services for the district shall be made in accordance with Board policy. Refer to Policy 531

o. Use of Facilities

Personal use of district telephones; personal use of materials, tools, supplies, and equipment; and personal use of district vehicles is prohibited. Refer to Policy 710

p. Acceptable Use of Digital Technologies

The Board establishes that digital technology use is a privilege, not a right; inappropriate, unauthorized, and illegal use will result in cancellation of those privileges and appropriate disciplinary action.

Annual sign off is required of all employees. Refer to Policy 815

Benefits

a. Holidays

Paid holidays will be provided on the following basis: Refer to Policy 543

Full-time Employees working 260 days at 8 hours per day, 5 days per week will be eligible for paid holidays.

Part-time Employees under 6 hours a day are not eligible for paid holidays.

Paid Holidays include:

New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, First Day Big Game, and Christmas Day.

b. Vacation

Paid Vacation will be provided on the following basis: Refer to Policy 537

Full-time 260-day employees will be eligible for

1 Week after first full fiscal year

2 Weeks after second full fiscal year

3 Weeks after tenth full fiscal year

4 Weeks after fifteenth full fiscal year

Vacation time will be pro-rata during first and second fiscal year of employment. In the first fiscal year vacation time is earned at a rate of 5 days pro-rata to be taken during the second fiscal year.

Pro-rata days are calculated by dividing the number of months worked in the fiscal year of hire by 12, then multiplied by 5 to determine the number of vacation days earned in the first fiscal year.

Requests for vacation time will be submitted through employee access and approved by the immediate supervisor. You will receive an email notification upon the approval of the request. The total days available will be reflected on employee access.

Vacation time is not available to be requested 10 days before and 10 days after the start of the school year. Time is also unavailable for request 10 days before and 10 days after the end of the school year.

There will be a limit of 1 vacation approval per working shift.

Requests are processed on a first come, first serve basis.

c. Sick Leave

Full-time 260-day employees will be eligible to receive 10 days of sick leave, which will be cumulative. Refer to Policy 534

Sick leave will be provided pro-rata during the first fiscal year of employment.

1 day of sick leave will be assigned for each month of employment, to a maximum of 10 days.

MASD reserves the right to require any employee claiming sick leave to submit sufficient proof, including a physician's note, of the employee's illness or disability.

The misuse of sick leave shall be considered a serious infraction subject to disciplinary action.

Requests for use of sick leave will be submitted through employee access and approved by the immediate supervisor. You will receive an email notification upon approval of the request time. The total days available will be reflect on employee access.

Call Off Procedure- You are required to notify your immediate supervisor along with the District Office before noon on the day you are unable to work.

d. Personal Leave

Full-time 260-day employees will be assigned 1 personal leave day. Refer to Policy 536

Requests for use of personal leave will be submitted through employee access and approved by the immediate supervisor. You will receive an email notification upon approval of the request. The total days available will be accessible on employee access.

There will be a limit of 1 personal day approval per working shift. Requests are processed on a first come, first serve basis.

e. Emergency Leave

Full-time 260-day employees will be assigned 1 emergency day per year to use in the following circumstances:

In case of an emergency, which shall be defined as an unforeseen situation requiring immediate action by an employee to avoid disaster, including imminent danger to the home occupied by the employee, or imminent harm to the health or safety of the employee or member of his/her immediate family.

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. To attend graduation ceremonies, moving to another home, or taking children to college, where the attendance of the employee is required.

Requests for use of emergency leave will have two steps. First you will submit the request through employee access, which must contain the reason for the request. This request will be approved by the immediate supervisor. Once approved this request will then be sent to the Superintendent for approval. Once each person approves the absence you will receive email notification.

If the Superintendent finds that an employee was not entitled to a leave under the above policy, then a payroll deduction may be made for the day.

f. Bereavement Leave

Full-time 260-day employees are eligible for bereavement leave in the following circumstances:

Death in the immediate family will allow for up to 5 days of leave.

Immediate family is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, son-in-law,

daughter-in-law, grandparent, grandchild, step-child, step-father, step-mother, step-brother, and step sister.

The 5 days 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.

Death of a near relative will allow for 1 day of leave.

Near relative is defined as first cousin, aunt, uncle, niece, nephew, brother-in-law and sister-in-law.

The day is permitted for use on the day of the funeral/services.

1 additional day will be given if the employee is required to travel 200 or more miles one way to the funeral.

Requests for use of Bereavement will be submitted through employee access and approved by the immediate supervisor. A note to the relationship of the deceased must be entered on the request. You will receive an email notification upon approval of the request.

g. Uncompensated Leave

Employees are eligible to request uncompensated leave for personal reasons. Although this is rare and not encouraged there are situations that arise that warrant use of uncompensated leave. The Board established guidelines to be followed to request this leave. Refer to Policy 539

Requests for an uncompensated leave of absence for fewer than 10 consecutive working days may be approved by the Superintendent for up to a maximum of 9 working days per year.

Requests for an uncompensated leave of absence which exceed 9 consecutive working days or a total accumulation of 10 or more working days during 1 year will not be granted except by special Board approval for extenuating circumstances.

All requests must be made in advance of the required beginning date of leave.

A reasonable leave of absence without pay will be granted for employee maternity. The employee shall apply to the Superintendent for such leave at least 90 days prior to termination of services.

Within 60 days after the pregnancy has terminated, the employee shall notify the Superintendent in writing when they desire to return to work. If notification is not received, the employee will be expected to return to work in July or in January, whichever occurs first following the pregnancy.

The district shall pay the insurance premiums for the first 3 months of the maternity leave. The employee may continue to be covered after the 3-month period by making arrangements to pay the insurance premiums.

A reasonable leave of absence without pay will be granted for purposes of childrearing or childcare. The employee shall apply to the Superintendent for such leave at least 90 days prior to termination of services.

At least 60 days prior to the end of the approved leave, the employee shall notify the Superintendent in writing when they desire to return to work. If notification is not received, the employee will be expected to return to work following the ending days of the approved leave.

h. Jury Duty

Employees shall be protected against loss of pay for time served on jury duty. Refer to Policy 542

Employees called for jury duty shall normally be permitted to serve and will not be penalized in any way. They shall receive normal pay for the period of jury duty, but any compensation received from jury duty in excess of actual expenses shall be credited against such pay.

A request for the use of a Jury Duty will be submitted through employee access. The employee must present the employer with a note from the Courthouse stating their dates of

appearance for Jury Duty. Once processed and verified the Business Office will send an invoice to the employee. This will be the amount that was paid to the employee by the Courthouse.

i. Family and Medical Leaves

This policy developed guidelines regulating leaves and ensuring the district's compliance with the Family Medical Leave Act. Refer to Policy 535

The district shall post the FMLA Rights and Responsibilities Poster in designated areas for employees along with the district website located under Employee Forms.

Requests for FMLA leave shall be made in writing on a district form. This form is located on the district website under Employee Forms.

If the employee qualifies for FMLA leave and is entitled to any paid leave under a collective bargaining agreement, district policy, or statutory mandate, the employee shall utilize such leave during the FMLA leave.

j. Insurance- Health, Dental, Life, and Income Protection

Full-time 260-day employees are eligible to participate in the district's offered insurance plans. Refer to Policy 813

Health Insurance- Eligible employees are able to select from all plans offered by the district. The district provides these employees (at no cost to them) the Highmark Consumer Driven High Deductible Plan. Other plans if preferred by the employee have a premium share of 20% of the cost to be deducted bi-weekly with their pay. Plan summaries are located on the district website under Employee Benefits

Dental Insurance- Eligible employees are able to participate in the district dental insurance with no cost to them. Plan summaries are located on the district's website under Employee Benefits

Life Insurance- Eligible employees will receive a \$46,000 group term-life insurance policy. Policy information will be given to you upon hire and is located on the district's website under Employee Benefits.

Income Protection- Eligible employees will receive coverage of 66 2/3% of monthly earnings for long-term disability. Policy information will be given to you upon hire and is located on the district's website under Employee Benefits.

Key Resource- The Montoursville Employee Summary of Benefit Plan, which will be given to you upon hire and is located on the district's website under Employee Benefits.

k. Additional Insurances

The district offers each eligible employee additional insurance policies to be selected at the employee's cost. Information on each policy will be given to you upon hire and then made available during the district's open enrollment period.

Allstate Benefits- (Pre-Tax Deduction)

- Accident Insurance

- Critical Illness Insurance

- Vision Insurance (Davis Vision)

Washington National- (After-Tax Deduction)

- Accident Assure

- Cancer Solutions

- Hospital Assure

l. The Public-School Employees' Retirement System (Pension Plan)

PSERS is an agency of the Commonwealth of Pennsylvania that administers the retirement plan for Pennsylvania's public-school employees.

PSERS is mandatory for full-time employees and contributions begin on first day of paid service. Part-time employees must work 80 days or 500 hours to qualify for membership. Upon qualifying, contributions will be withheld.

Visit the PSERS website at www.psers.pa.gov

m. Tax Shelter Annuity- (Optional Program)

All employees are eligible to participate in the district's 403(b) program. Refer to the district website under Employee Benefits and access the document MASD TSA SPD 20xx.

n. Retirement Severance Benefits

Upon retirement the employee, if eligible, will receive \$50.00 for each full year of service in the district, not to exceed a total of 25 years.

Employees will be eligible for the below referenced retirement severance provided the employee has at least 10 full years of continuous service with the district. Refer to Policy 549

Sick Day Payout to 403(b)- \$30.00 multiplied by the number of sick days that have been accumulated as an employee of the district.

Employee, if eligible, will be permitted to remain on the district's group health insurance until the age of 65. The premium will be the responsibility of the employee until such time as Medicare is available.

o. Worker's Compensation

The district carries a worker's compensation policy for all employees for work-related injury.

The district's worker's compensation requires employees to use a specific doctor, the provider panel list is located in employee break/work rooms. Upon injury the employee is required to inform their immediate supervisor of the injury. If needed the employee, then will be directed to be seen by doctor listed on the panel provider list. This not seen by a doctor on this list the injury will NOT be covered under the worker's compensation policy.

Employee Handbook Receipt Acknowledgment

I have received my copy of the Montoursville Area School District Employee Handbook.

The employee handbook describes important information about Montoursville Area School District, and I understand that I should consult with Human Resources regarding any questions not answered in the handbook.

Employee Name (print): _____

Employee Signature: _____

Date: _____

Montoursville Area School District
Non-Union Support Staff
Technology Department
District Office Staff
Employee Handbook



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Table of Contents

Policies and Procedures

- a. Drug and Alcohol
- b. Tobacco Use
- c. Child Abuse
- d. HIV-Universal Precautions
- e. Employment Requirements
- f. Employment Status/ Workday
- g. Personnel Files
- h. Pay/ Payroll Deductions
- i. Evaluations
- j. Conduct/Discipline
- k. Appearance
- l. Outside Activities
- m. Gifts
- n. Job Related Expenses
- o. Use of Facilities
- p. Acceptable Use of Technologies

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- b. Vacation
- c. Sick Leave
- d. Personal Leave
- e. Emergency Leave
- f. Bereavement
- g. Uncompensated Leave
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Employee Job Description will be received, reviewed, and acknowledged by employee and immediate supervisor.

f. Employment Status/Workday

The district will employ Full-time Salaried Positions within the Technology Department and District Office. The periods of work required of staff shall be clearly specified to ensure regular and consistent operation of the district. Failure to comply with your assigned schedule will result in disciplinary action. District Work Calendars are distributed upon hire and the start of each fiscal year. Refer to Policy 505 & 532

Full-time positions are defined as 240 days (11-months) consisting of 8 paid hours and a half hour unpaid lunch break per day, 5 days per week. These employees will be compensated according to the Board approved salary for the assigned position.

****Energy Conservation-** Beginning July 1st of each year, full-time employees agree to work an additional half hour every day, in addition to the above 8-hour shift. This half hour provides the district with additional coverage during critical times of the school

year, while also allowing the district to schedule non-working "Energy Conservation" days throughout the year. These additional non-working days will not be counted against any personal, sick, vacation or paid holiday time.

Snow/School Closure- These days are still considered workdays. You will have the option to travel into work, use a benefit day, or work remotely. Communication with your immediate supervisor on your initiate is mandatory.

g. Personnel File

The Board requires that sufficient records be maintained to ensure an employee's qualifications for the job held, compliance with federal and state requirements and local benefit programs, conformance with district policies and rules, and evidence of completed evaluations. Employees shall have access to their file. Refer to Policy 524

h. Pay/ Payroll Deductions

Employees will be paid on a bi-weekly schedule. This schedule will be made available to you upon hire and then annually by email.

Salaried employees are paid bi-weekly. Your salary is calculated depending upon the number of pay periods in the fiscal year.

**If an employee were to start or end employment during the fiscal year a pro-ration of hours to be worked will be calculated in a salary work-up to determine amount due to employee.

Payroll Deductions shall be permitted from an employee's paycheck upon proper authorization on the appropriate district forms made available to you through the district website under the Staff Tab/ Employee Forms/ Misc. Forms. Refer to Policy 615

i. Evaluations

There shall be a plan for regular, periodic evaluation of personnel. The objectives of evaluations are to assess and improve performance,

encourage personal growth, promote positive behavior, and facilitate attainment of district goals and objectives. Refer to Policy 512

j. Conduct/Discipline

All employees shall comply with district policies, rules, and regulations; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors. In the event it is necessary to demote or dismiss, a due process interactive meeting shall be provided. Refer to Policy 517

Punctual and reliable attendance by employees is essential to the proper operations of district programs. It shall be the responsibility of the Superintendent to assess penalties when an employee fails to meet attendance requirements. Refer to Policy 518

k. Appearance

Employees shall be physically clean, neat, well-groomed, and dressed in a manner consistent with the needs of the job to be performed. Employees shall be required to utilize appropriate safety gear and wear designated work uniforms when required. Refer to Policy 525

l. Outside Activities

The Board recognizes that employees do enjoy private lives and may associate with others outside of school. However, the Board and its supervisory staff have a responsibility to evaluate employees in terms of their effectiveness in discharging assigned duties and responsibilities. Therefore, when non-school activities impact upon a staff member's effectiveness within the school, the Board reserves the right to evaluate the effect of such activities upon the individual's completion of responsibilities to the district. Refer to Policy 519

m. Gifts

Employees may accept gifts of a consumable nature or nominal value from students or parents. In no event may a gift exceed fifty dollars in value. Refer to Policy 522 (updated regulation)

n. Job Related Expenses

Payment of the actual and necessary expenses, including traveling expenses, that any district employee incurs in the course of performing services for the district shall be made in accordance with Board policy. Refer to Policy 531

*Technology is required to travel between schools. Mileage for this travel is reimbursable through the district with proper proof and the district expense form.

o. Use of Facilities

Personal use of district telephones; personal use of materials, tools, supplies, and equipment; and personal use of district vehicles is prohibited. Refer to Policy 710

p. Acceptable Use of Digital Technologies

The Board establishes that digital technology use is a privilege, not a right; inappropriate, unauthorized, and illegal use will result in cancellation of those privileges and appropriate disciplinary action. Refer to Policy 815

Staff in the Technology Department and District Office are expected to take extra care when it comes to the use of technology, to set a positive example for other staff and students.

Technology Department Staff and District Office Staff often have administrative access to district data, but they must recognize that having such access does not imply authority to use, share, or discuss said data beyond what is necessary to complete their assigned duties.

Annual sign off is required of all employees. Refer to Policy 815

Benefits

a. Holidays

Paid Holidays include:

New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, First Day Big Game, and Christmas Day.

Refer to Policy 543

b. Contracted Days Off- CDO

240-day employees with the district are allotted 20 contracted days off work to total 260 days during the fiscal year.

Requests for the use of CDO days will be submitted through employee access and then approved by the immediate supervisor. You will receive an email notification upon approval of the request. The total days available will be accessible on employee access.

c. Sick Leave

Full-time employees will be eligible to receive 10 days of sick leave, which will be cumulative. Refer to Policy 534

Sick leave will be provided pro-rata during the first fiscal year of employment.

1 day of sick leave will be assigned for each month of employment, to a maximum of 10 days.

MASD reserves the right to require any employee claiming sick leave to submit sufficient proof, including a physician's note, of the employee's illness or disability.

*The misuse of sick leave shall be considered a serious infraction subject to disciplinary action.

Requests for use of sick leave will be submitted through employee access and approved by the immediate supervisor. You will receive an email

notification upon approval of the request. The total days available will be accessible on employee access.

d. Personal Leave

Full-time employees will be assigned 1 personal leave day. Refer to Policy 536

Requests for use of personal leave will be submitted through employee access and approved by the immediate supervisor. You will receive an email notification upon approval of the request. The total days available will be accessible on employee access.

e. Emergency Leave

Full-time employees will be assigned 1 emergency day per year to use in the following circumstances:

In case of an emergency, which shall be defined as an unforeseen situation requiring immediate action by an employee to avoid disaster, including imminent danger to the home occupied by the employee, or imminent harm to the health or safety of the employee or member of his/her immediate family.

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. To attend graduation ceremonies, moving to another home, or taking children to college, where the attendance of the employee is required.

Requests for use of emergency leave will have two steps. First you will submit the request through employee access, which must contain the reason for the request. This request will be approved by the immediate supervisor. Once approved this request will then be sent to the Superintendent for approval. Once each person approves the absence you will receive an email notification.

If the Superintendent finds that an employee was not entitled to a leave under the above policy, then a payroll deduction may be made for the day.

f. Bereavement Leave

Full-time employees are eligible for bereavement leave in the following circumstances:

Death in the immediate family will allow for up to 5 days of leave.

Immediate family is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, son-in-law, daughter-in-law, grandparent, grandchild, step-child, step-father, step-mother, step-brother, and step sister.

The 5 days 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.

Death of a near relative will allow for 1 day of leave.

Near relative is defined as first cousin, aunt, uncle, niece, nephew, brother-in-law and sister-in-law.

The day is permitted for use on the day of the funeral/services.

1 additional day will be given if the employee is required to travel 200 or more miles one way to the funeral.

Requests for use of Bereavement will be submitted through employee access and approved by the immediate supervisor. A note to the relationship of the deceased must be entered on the request. You will receive an email notification upon approval of the request.

g. Uncompensated Leave

Employees are eligible to request uncompensated leave for personal reasons. Although this is rare and not encouraged there are situations that arise that warrant use of uncompensated leave. The Board established guidelines to be followed to request this leave. Refer to Policy 539

Requests for an uncompensated leave for fewer than 10 consecutive working days may be approved by the Superintendent for up to a maximum of 9 working days per year.

Requests for an uncompensated leave of absence which exceed 9 consecutive working days or a total accumulation of 10 or more working days during 1 year will not be granted except by special Board approval for extenuating circumstances.

All requests must be made in advance of the required beginning date of leave.

A reasonable leave of absence without pay will be granted for employee maternity. The employee shall apply to the Superintendent for such leave at least 90 days prior to termination of services.

Within 60 days after the pregnancy has terminated, the employee shall notify the Superintendent in writing when they desire to return to work. If notification is not received, the employee will be expected to return to work in July or in January, whichever occurs first following the pregnancy.

The district shall pay the insurance premiums for the first 3 months of the maternity leave. The employee may continue to be covered after the 3-month period by making arrangements to pay the insurance premiums.

A reasonable leave of absence without pay will be granted for purposes of childrearing or childcare. The employee shall apply to the Superintendent for such leave at least 90 days prior to termination of services.

At least 60 days prior to the end of the approved leave, the employee shall notify the Superintendent in writing when they desire to return to work. If notification is not received, the employee will be expected to return to work following the ending days of the approved leave.

h. Jury Duty

Employees shall be protected against loss of pay for time served on jury duty. Refer to Policy 542

Employees summoned for jury duty shall normally be permitted to serve and will not be penalized in any way. They shall receive normal pay for the period of jury duty, but any compensation received from jury duty in excess of actual expenses shall be credited against such pay.

A request for the use of a Jury Duty will be submitted through employee access. The employee must present the employer with a note from the Courthouse stating their dates of appearance for Jury Duty. Once processed and verified the Business Office will send an invoice to the employee. This will be the amount that was paid to the employee by the Courthouse.

i. Family and Medical Leaves

This policy developed guidelines regulating leaves and ensuring the district's compliance with the Family Medical Leave Act. Refer to Policy 535

The district shall post the FMLA Rights and Responsibilities Poster in designated areas for employees along with the district website located under Employee Forms.

Requests for FMLA leave shall be made in writing on a district form. This form is located on the district website under Employee Forms.

If the employee qualifies for FMLA leave and is entitled to any paid leave under a collective bargaining agreement, district policy, or statutory mandate, the employee shall utilize such leave during the FMLA leave.

j. Insurance- Health, Dental, Life, and Income Protection

Full-time employees are eligible to participate in the district's offered insurance plans. Refer to Policy 813

Health Insurance- Eligible employees are able to select from all plans offered by the district. The district provides these employees (at no cost to them) the Highmark Consumer Driven High Deductible Plan. Other plans if preferred by the employee have a premium share of 20% of the cost to be deducted bi-weekly with their pay. Plan summaries are located on the district website under Employee Benefits

Dental Insurance- Eligible employees are able to participate in the district dental insurance with no cost to them. Plan summaries are located on the district's website under Employee Benefits

Life Insurance- Eligible employees will receive a \$46,000 group term-life insurance policy. Policy information will be given to you upon hire and is located on the district's website under Employee Benefits.

Income Protection- Eligible employees will receive coverage of 66 2/3% of monthly earnings for long-term disability. Policy information will be given to you upon hire and is located on the district's website under Employee Benefits.

Key Resource- The Montoursville Employee Summary of Benefit Plan, which will be given to you upon hire and is located on the district's website under Employee Benefits.

k. Additional Insurances

The district offers each eligible employee additional insurance policies to be selected at the employee's cost. Information on each policy is given to you upon hire and then made available during the district's open enrollment period.

Allstate Benefits- (Pre-Tax Deduction)

- Accident Insurance

- Critical Illness Insurance

- Vision Insurance (Davis Vision)

Washington National- (After-Tax Deduction)

- Accident Assure

Cancer Solutions

Hospital Assure

l. The Public-School Employees' Retirement System (Pension Plan)

PSERS is an agency of the Commonwealth of Pennsylvania that administers the retirement plan for Pennsylvania's public-school employees.

PSERS is mandatory for full-time employees and contributions begin on first day of paid service. Part-time employees must work 80 days or 500 hours to qualify for membership. Upon qualifying, contributions will be withheld.

Visit the PSERS website at www.psers.pa.gov

m. Tax Shelter Annuity- (Optional Program)

All employees are eligible to participate in the district's 403(b) program. Refer to the district website under Employee Benefits and access the document MASD TSA SPD 20xx.

n. Retirement Severance Benefits

Upon retirement the employee, if eligible, will receive \$50.00 for each full year of service in the district, not to exceed a total of 25 years.

Employees will be eligible for the below referenced retirement severance provided the employee has at least 10 full years of continuous service with the district. Refer to Policy 549

Sick Day Payout to 403(b)- \$30.00 multiplied by the number of sick days that have been accumulated as an employee of the district.

Employee, if eligible, will be permitted to remain on the district's group health insurance until the age of 65. The premium will be the responsibility of the employee until such time as Medicare is available.

o. Worker's Compensation

The district carries a worker's compensation policy for all employees for work-related injury.

The district's worker's compensation requires employees to use a specific doctor, the provider panel list is located in employee break/work rooms. Upon injury the employee is required to inform their immediate supervisor of the injury. If needed the employee, then will be directed to be seen by doctor listed on the panel provider list. This not seen by a doctor on this list the injury will NOT be covered under the worker's compensation policy.

Employee Handbook Receipt Acknowledgment

I have received my copy of the Montoursville Area School District Employee Handbook.

The employee handbook describes important information about Montoursville Area School District, and I understand that I should consult with Human Resources regarding any questions not answered in the handbook.

Employee Name (print): _____

Employee Signature: _____

Date: _____

**PROMISED LANI DAILY RATES
2022-2023 SCHOOL YEAR**

BUS	AUG/SEP (1)	SEPT (2)	OCT (1)	OCT (2)	NOV (1)	NOV (2)	DEC (1)	DEC (2)	JAN (1)	JAN (2)	JAN (3)	Feb (1)	Feb (2)	March (1)	March (2)	April (1)	April (2)	May (1)	May (2)		
20	\$335.80	\$341.09	\$363.43	\$412.20	\$477.07	\$395.14	\$467.35	\$354.54		\$288.71		\$418.45	\$327.15	-	\$347.57	\$514.54	\$0.00	-	-		
21			\$333.48		\$295.12			\$371.84	\$477.33	\$457.30	\$515.53	\$482.57	\$462.42	\$461.72	\$432.60	\$0.00	\$444.72	\$415.37	\$ 442.62		
22	\$325.71	\$330.02	\$326.61	\$326.79	\$328.04	\$271.53	\$328.22	\$318.00	\$328.04	\$331.99	\$456.91	\$328.94	\$326.07	\$329.12	\$328.40	\$331.63	\$333.43	\$333.43	\$ 335.76		
23	\$495.45	\$410.54	\$486.18	\$463.27	\$383.62	\$340.89	\$402.35	\$473.82	\$483.27	\$439.81	\$416.84	\$527.82	\$454.72	\$536.37	\$450.18	\$397.26	\$508.18	\$316.16	\$ 287.62		
24	\$298.74	\$492.84	\$494.78	\$448.66	\$379.92	\$412.74	\$456.78	\$433.03	\$444.48	\$441.24	\$413.81	\$447.93	\$439.94	\$452.90	\$455.92	\$428.71	\$474.05	\$409.50	\$ 414.68		
25	\$379.90	\$348.87	\$350.59	\$444.65	\$464.77	\$450.21	\$447.34	\$409.21	\$291.97	\$381.63	\$287.68	\$405.00	\$391.01	\$397.91	\$418.79	\$392.35	\$414.96	\$427.03	\$ 416.11		
26	\$192.74	\$218.75	\$480.66		\$461.20	\$459.43	\$470.93	\$202.82						\$501.19	\$0.00	\$372.71	-	-	-		
27	\$269.68	\$273.86	\$261.86	\$283.68	\$285.32		\$290.04	\$280.41	\$286.77	\$289.32	\$289.32	\$290.22	\$282.22	\$283.50	\$286.95	\$285.13	\$290.41	\$246.77	\$ 108.89		
28					\$165.18									-	\$200.11	\$382.25	\$462.78	-	-		
29					\$165.18						\$243.34		\$137.29	-	\$375.65	\$0.00	\$0.00	\$406.60	\$ 497.02		
	\$2,298.02	\$2,415.97	\$3,097.59	\$2,380.25	\$3,405.42	\$2,329.94	\$2,863.01	\$2,843.67	\$2,311.86	\$2,630.00	\$2,623.43	\$2,940.93	\$2,820.82	\$2,962.71	\$3,296.17	\$3,094.58	\$2,928.53	\$2,554.86	\$2,502.70	\$0.00	\$0.00

FINAL GENERAL FUND BUDGET

Fiscal Year 2023-2024

General Fund Budget Approval

Date of Adoption of the General Fund Budget:

President of the Board - Original Signature Required_____
Date_____
Secretary of the Board - Original Signature Required_____
Date_____
Chief School Administrator - Original Signature Required_____
Date_____
Brandy Smith

(570)368-3500

Extn :6210

Contact Person_____
Telephone_____
Extension_____
bsmith@montoursville.k12.pa.us_____
Email Address

CERTIFICATION OF ESTIMATED ENDING FUND BALANCE **FROM 2023-2024 GENERAL FUND BUDGET**

24 PS 6-688

(10/2010)

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

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

Did you raise property taxes in SY 2023-2024 (compared to 2022-2023) ?

Yes

No x

If yes, see information below, taken from the 2023-2024 General Fund Budget.

Total Budgeted Expenditures	\$33510052
Ending Unassigned Fund Balance	\$2345691
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	6.99%

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

Yes x

No

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

SIGNATURE OF SUPERINTENDENT	DATE
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DUE DATE: AUGUST 15, 2023

**CERTIFICATION OF USE OF PDE-2028
FOR PUBLIC INSPECTION OF 2023-2024 PROPOSED BUDGET**

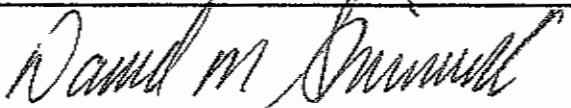
24 PS 6-687(a)(1)

(03/2006)

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

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

SIGNATURE OF SCHOOL BOARD PRESIDENT 	DATE 5/23/23
--	------------------------

DUE DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

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

ITEM	AMOUNTS
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	3,570,046
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	<u>\$3,929,596</u>
Estimated Revenues And Other Financing Sources	
6000 Revenue from Local Sources	18,028,412
7000 Revenue from State Sources	13,882,394
8000 Revenue from Federal Sources	374,891
9000 Other Financing Sources	
Total Estimated Revenues And Other Financing Sources	<u>\$32,285,697</u>
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation	<u>\$36,215,293</u>

	<u>Amount</u>
REVENUE FROM LOCAL SOURCES	
6111 Current Real Estate Taxes	12,394,570
6112 Interim Real Estate Taxes	10,000
6113 Public Utility Realty Taxes	15,000
6114 Payments in Lieu of Current Taxes - State / Local	45,000
6150 Current Act 511 Taxes - Proportional Assessments	4,320,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	525,000
6500 Earnings on Investments	200,000
6700 Revenues from LEA Activities	78,500
6800 Revenues from Intermediary Sources / Pass-Through Funds	331,092
6910 Rentals	3,000
6940 Tuition from Patrons	86,250
6990 Refunds and Other Miscellaneous Revenue	20,000
REVENUE FROM LOCAL SOURCES	\$18,028,412
REVENUE FROM STATE SOURCES	
7111 Basic Education Funding-Formula	7,850,051
7112 Basic Education Funding-Social Security	523,318
7160 Tuition for Orphans Subsidy	35,000
7271 Special Education funds for School-Aged Pupils	1,438,425
7311 Pupil Transportation Subsidy	506,000
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	303,226
7330 Health Services (Medical, Dental, Nurse, Act 25)	34,000
7340 State Property Tax Reduction Allocation	645,919
7505 Ready to Learn Block Grant	264,755
7820 State Share of Retirement Contributions	2,281,700
REVENUE FROM STATE SOURCES	\$13,882,394
REVENUE FROM FEDERAL SOURCES	
8514 Title I - Improving the Academic Achievement of the Disadvantaged	308,035
8515 Title II - Preparing, Training, and Recruiting High Quality Teachers and Principals	42,222
8517 Title IV - 21st Century Schools	24,634
REVENUE FROM FEDERAL SOURCES	\$374,891
TOTAL ESTIMATED REVENUES AND OTHER SOURCES	32,285,697

AUN: 117415103 Montoursville Area SD

Multi-County Rebalancing Based on Methodology of Section 672.1 of School Code

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Page - 1 of 3

Act 1 Index (current): 5.3%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$12,394,570

Amount of Tax Relief for Homestead Exclusions \$645,919

Total Approx. Tax Revenue: \$13,040,489

Approx. Tax Levy for Tax Rate Calculation: \$13,692,835

Lycoming

Total

2022-23 Data

a. Assessed Value \$828,278,900 \$828,278,900

b. Real Estate Mills 16.5300

i. 2023-24 Data

c. 2021 STEB Market Value \$1,075,514,803 \$1,075,514,803

d. Assessed Value \$828,362,700 \$828,362,700

e. Assessed Value of New Constr/ Renov \$0 \$0

2022-23 Calculations

f. 2022-23 Tax Levy \$13,691,450 \$13,691,450

(a * b)

2023-24 Calculations

g. Percent of Total Market Value 100.00000% 100.00000%

h. Rebalanced 2022-23 Tax Levy \$13,691,450 \$13,691,450

(f Total * g)

i. Base Mills Subject to Index 16.5300

(h / a * 1000) if no reassessment

(h / (d-e) * 1000) if reassessment

Calculation of Tax Rates and Levies Generated

j. Weighted Avg. Collection Percentage 95.00000% 95.00000%

k. Tax Levy Needed \$13,692,835 \$13,692,835

(Approx. Tax Levy * g)

l. 2023-24 Real Estate Tax Rate 16.5300

(k / d * 1000)

III. m. Tax Levy Generated by Mills \$13,692,835 \$13,692,835

(l / 1000 * d)

n. Tax Levy minus Tax Relief for Homestead Exclusions \$13,046,916

(m - Amount of Tax Relief for Homestead Exclusions)

o. Net Tax Revenue Generated By Mills \$12,394,570

(n * Est. Pct. Collection)

AUN: 117415103 Montoursville Area SD

Multi-County Rebalancing Based on Methodology of Section 672.1 of School Code

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Page - 2 of 3

Act 1 Index (current): 5.3%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$12,394,570

Amount of Tax Relief for Homestead Exclusions \$645,919

Total Approx. Tax Revenue: \$13,040,489

Approx. Tax Levy for Tax Rate Calculation: \$13,692,835

Lycoming

Total

Index Maximums

p. Maximum Mills Based On Index 17.4060

(i * (1 + Index))

q. Mills In Excess of Index 0.0000

(if (l > p), (l - p))

r. Maximum Tax Levy Based On Index \$14,418,481

\$14,418,481

IV. (p / 1000 * d)

s. Millage Rate within Index? Yes

(If l > p Then No)

t. Tax Levy In Excess of Index \$0

\$0

(if (m > r), (m - r))

u. Tax Revenue In Excess of Index \$0

\$0

(t * Est. Pct. Collection)

Information Related to Property Tax Relief

V. Assessed Value Exclusion per Homestead \$10,365.00

Number of Homestead/Farmstead Properties 3833

3833

Median Assessed Value of Homestead Properties

\$120,250

Act 1 Index (current): 5.3%

Calculation Method:	Rate	
Approx. Tax Revenue from RE Taxes:	\$12,394,570	
Amount of Tax Relief for Homestead Exclusions	<u>\$645,919</u>	
Total Approx. Tax Revenue:	\$13,040,489	
Approx. Tax Levy for Tax Rate Calculation:	\$13,692,835	
	Lycoming	Total

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$645,919	Lowering RE Tax Rate	\$0	\$645,919
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0			\$0
Amount of Tax Relief from State/Local Sources				\$645,919

CODE6111 Current Real Estate Taxes

<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</u>	<u>Amount of Tax Relief for Homestead Exclusions</u>	<u>Tax Levy Minus Homestead Exclusions</u>	<u>Percent Collected</u>	<u>Net Tax Revenue Generated By Mills</u>
Lycoming	828,362,700	16.5300	13,692,835			95.00000%	
Totals:	828,362,700		13,692,835	645,919	= 13,046,916	X 95.00000%	= 12,394,570

	<u>Rate</u>		<u>Estimated Revenue</u>
6120 <u>Current Per Capita Taxes, Section 679</u>	\$0.00		0
6140 <u>Current Act 511 Taxes – Flat Rate Assessments</u>	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>
6141 Current Act 511 Per Capita Taxes	\$0.00	\$0.00	0
6142 Current Act 511 Occupation Taxes – Flat Rate	\$0.00	\$0.00	0
6143 Current Act 511 Local Services Taxes	\$0.00	\$0.00	0
6144 Current Act 511 Trailer Taxes	\$0.00	\$0.00	0
6145 Current Act 511 Business Privilege Taxes – Flat Rate	\$0.00	\$0.00	0
6146 Current Act 511 Mechanical Device Taxes – Flat Rate	\$0.00	\$0.00	0
6149 Current Act 511 Taxes, Other Flat Rate Assessments	\$0.00	\$0.00	0
Total Current Act 511 Taxes – Flat Rate Assessments			0
6150 <u>Current Act 511 Taxes – Proportional Assessments</u>	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>
6151 Current Act 511 Earned Income Taxes	1.150%	0.000%	4,100,000
6152 Current Act 511 Occupation Taxes	0.000	0.000	0
6153 Current Act 511 Real Estate Transfer Taxes	0.500%	0.000%	220,000
6154 Current Act 511 Amusement Taxes	0.000%	0.000%	0
6155 Current Act 511 Business Privilege Taxes	0.000	0.000	0
6156 Current Act 511 Mechanical Device Taxes – Percentage	0.000%	0.000%	0
6157 Current Act 511 Mercantile Taxes	0.000	0.000	0
6159 Current Act 511 Taxes, Other Proportional Assessments	0	0	0
Total Current Act 511 Taxes – Proportional Assessments			4,320,000
Total Act 511, Current Taxes			4,320,000
Act 511 Tax Limit -->	1,075,514,803	X 12	12,906,178
	Market Value	Mills	(511 Limit)

Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2022-23 (Rebalanced)	2023-24				2022-23 (Rebalanced)	2023-24		
6111	<u>Current Real Estate Taxes</u> Lycoming <u>Current Act 511 Taxes – Proportional Assessments</u>	16.5300	16.5300	0.00%	Yes	5.3%				
6151	Current Act 511 Earned Income Taxes	1.150%	1.150%	0.00%	Yes	5.3%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	5.3%				

Description	Page - 1 of 1
Amount	
1000 Instruction	
1100 Regular Programs - Elementary / Secondary	
1200 Special Programs - Elementary / Secondary	13,850,988
1300 Vocational Education	4,229,171
1400 Other Instructional Programs - Elementary / Secondary	227,596
Total Instruction	358,375
2000 Support Services	\$18,666,130
2100 Support Services - Students	
2200 Support Services - Instructional Staff	955,615
2300 Support Services - Administration	1,574,009
2400 Support Services - Pupil Health	2,227,352
2500 Support Services - Business	419,276
2600 Operation and Maintenance of Plant Services	501,657
2700 Student Transportation Services	3,212,768
Total Support Services	1,206,260
3000 Operation of Non-Instructional Services	\$10,096,937
3200 Student Activities	
Total Operation of Non-Instructional Services	733,894
5000 Other Expenditures and Financing Uses	\$733,894
5200 Interfund Transfers - Out	
5900 Budgetary Reserve	3,354,102
Total Other Expenditures and Financing Uses	658,989
Total Estimated Expenditures and Other Financing Uses	\$4,013,091
	\$33,510,052

Description

Page - 1 of 3

Amount**1000 Instruction****1100 Regular Programs - Elementary / Secondary**

100 Personnel Services - Salaries	
200 Personnel Services - Employee Benefits	7,866,233
300 Purchased Professional and Technical Services	5,216,709
400 Purchased Property Services	5,200
500 Other Purchased Services	10,100
600 Supplies	482,150
700 Property	241,296
800 Other Objects	23,900
Total Regular Programs - Elementary / Secondary	5,400
	\$13,850,988

1200 Special Programs - Elementary / Secondary

100 Personnel Services - Salaries	
200 Personnel Services - Employee Benefits	1,663,262
300 Purchased Professional and Technical Services	963,100
500 Other Purchased Services	1,119,959
600 Supplies	470,000
700 Property	9,950
800 Other Objects	1,500
Total Special Programs - Elementary / Secondary	1,400

1300 Vocational Education

500 Other Purchased Services	
Total Vocational Education	227,596
	\$227,596

1400 Other Instructional Programs - Elementary / Secondary

100 Personnel Services - Salaries	
200 Personnel Services - Employee Benefits	29,375
300 Purchased Professional and Technical Services	12,400
400 Purchased Property Services	245,000
500 Other Purchased Services	1,000
600 Supplies	68,500
800 Other Objects	2,000
Total Other Instructional Programs - Elementary / Secondary	100

Total Instruction**\$358,375****2000 Support Services****\$18,666,130****2100 Support Services - Students**

100 Personnel Services - Salaries	
200 Personnel Services - Employee Benefits	534,925
300 Purchased Professional and Technical Services	393,128
500 Other Purchased Services	17,387
600 Supplies	5,500
800 Other Objects	4,250
Total Support Services - Students	425

2200 Support Services - Instructional Staff**\$955,615**

100 Personnel Services - Salaries	
-----------------------------------	--

625,545

Description		Page - 2 of 3
	Amount	
200 Personnel Services - Employee Benefits		
300 Purchased Professional and Technical Services	406,943	
400 Purchased Property Services	69,168	
500 Other Purchased Services	20,000	
600 Supplies	68,990	
700 Property	303,563	
Total Support Services - Instructional Staff	79,800	
2300 Support Services - Administration	\$1,574,009	
100 Personnel Services - Salaries		
200 Personnel Services - Employee Benefits	1,140,165	
300 Purchased Professional and Technical Services	797,622	
400 Purchased Property Services	192,510	
500 Other Purchased Services	32,500	
600 Supplies	34,455	
700 Property	8,800	
800 Other Objects	4,800	
Total Support Services - Administration	16,500	
2400 Support Services - Pupil Health	\$2,227,352	
100 Personnel Services - Salaries		
200 Personnel Services - Employee Benefits	173,625	
300 Purchased Professional and Technical Services	117,840	
400 Purchased Property Services	116,186	
600 Supplies	1,900	
700 Property	5,500	
Total Support Services - Pupil Health	4,225	
2500 Support Services - Business	\$419,276	
100 Personnel Services - Salaries		
200 Personnel Services - Employee Benefits	241,005	
300 Purchased Professional and Technical Services	194,827	
400 Purchased Property Services	31,375	
500 Other Purchased Services	9,000	
600 Supplies	17,000	
700 Property	3,000	
800 Other Objects	1,000	
Total Support Services - Business	4,450	
2600 Operation and Maintenance of Plant Services	\$501,657	
100 Personnel Services - Salaries		
200 Personnel Services - Employee Benefits	1,104,117	
300 Purchased Professional and Technical Services	754,798	
400 Purchased Property Services	104,700	
500 Other Purchased Services	646,495	
600 Supplies	174,793	
700 Property	359,865	
800 Other Objects	62,500	
Total Operation and Maintenance of Plant Services	5,500	
	\$3,212,768	

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Page - 3 of 3

<u>Description</u>	<u>Amount</u>
2700 Student Transportation Services	
100 Personnel Services - Salaries	4,360
200 Personnel Services - Employee Benefits	1,900
300 Purchased Professional and Technical Services	100,000
500 Other Purchased Services	1,099,000
700 Property	1,000
Total Student Transportation Services	\$1,206,260
Total Support Services	\$10,096,937
3000 Operation of Non-Instructional Services	
3200 Student Activities	
100 Personnel Services - Salaries	261,200
200 Personnel Services - Employee Benefits	109,100
300 Purchased Professional and Technical Services	70,540
400 Purchased Property Services	17,500
500 Other Purchased Services	162,300
600 Supplies	22,300
700 Property	61,390
800 Other Objects	29,564
Total Student Activities	\$733,894
Total Operation of Non-Instructional Services	\$733,894
5000 Other Expenditures and Financing Uses	
5200 Interfund Transfers - Out	
900 Other Uses of Funds	3,354,102
Total Interfund Transfers - Out	\$3,354,102
5900 Budgetary Reserve	
800 Other Objects	658,989
Total Budgetary Reserve	\$658,989
Total Other Expenditures and Financing Uses	\$4,013,091
TOTAL EXPENDITURES	\$33,510,052

Cash and Short-Term Investments**06/30/2023 Estimate****06/30/2024 Projection**

General Fund	3,570,000	2,370,046
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431	8,073,412	8,000,000
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
Total Cash and Short-Term Investments	\$11,643,412	\$10,370,046

Long-Term Investments**06/30/2023 Estimate****06/30/2024 Projection**

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

Long-Term Investments

06/30/2023 Estimate

06/30/2024 Projection

Permanent Fund

Total Long-Term Investments

TOTAL CASH AND INVESTMENTS

\$11,643,412

\$10,370,046

Long-Term Indebtedness

	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
General Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable	35,215,000	33,435,000
0530 Lease and Other Right To Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total General Fund	\$35,215,000	\$33,435,000
Public Purpose (Expendable) Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right To Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right To Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease and Other Right To Use Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Athletic / School-Sponsored Extra Curricular Activities Fund		

Long-Term Indebtedness06/30/2023 Estimate06/30/2024 Projection**Capital Reserve Fund - \$ 690, \$1850**

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

Total Capital Reserve Fund - \$ 690, \$1850**Capital Reserve Fund - \$ 1431**

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

Total Capital Reserve Fund - \$ 1431**Other Capital Projects Fund**

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

Total Other Capital Projects Fund**Debt Service Fund**

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

Total Debt Service Fund

Long-Term Indebtedness06/30/2023 Estimate06/30/2024 Projection**Food Service / Cafeteria Operations Fund**

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

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

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

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

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

Total Other Enterprise Funds**Internal Service Fund**

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

Total Internal Service Fund

Long-Term Indebtedness06/30/2023 Estimate06/30/2024 Projection**Private Purpose Trust Fund**

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

Total Private Purpose Trust Fund**Investment Trust Fund**

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

Total Investment Trust Fund**Pension Trust Fund**

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

Total Pension Trust Fund**Activity Fund**

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

Total Activity Fund

Long-Term Indebtedness

Other Agency Fund

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

Total Other Agency Fund

Permanent Fund

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

Total Permanent Fund

Total Long-Term Indebtedness

06/30/2023 Estimate

06/30/2024 Projection

\$35,215,000		\$33,435,000
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Short-Term Payables

	06/30/2023 Estimate	06/30/2024 Projection
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
Total Short-Term Payables		
TOTAL INDEBTEDNESS	\$35,215,000	\$33,435,000

Account Description	Amounts
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	2,345,691
Total Ending Fund Balance - Committed, Assigned, and Unassigned	\$2,705,241
5900 Budgetary Reserve	658,989
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$3,364,230

MONTOURSVILLE AREA SCHOOL DISTRICT
2023 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors ("Board") of Montoursville Area School District ("School District"), that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$644,437.93.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$1,481.13.

c. **Prior year undistributed funds.** Changes to the listing of approved homestead and farmstead properties occurring after the tax reduction amount was calculated for the school year beginning July 1, 2022 resulted in undistributed funds in the amount of \$0.00.

d. **Aggregate amount available.** Adding the gambling tax funds, the Philadelphia tax credit reimbursement funds, and the prior year excess distribution, the aggregate amount available during the school year for real estate tax reduction is \$645,919.06.

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

a. **Homestead property number.** The number of approved homesteads within the School District is 3,789.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 44.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,833.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$645,919.06 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,833 (before considering the

assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$168.52.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$10,470.20 will be available during the school year for real estate tax reduction applicable to approximately 3,712 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$2.81. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$168.52, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$171.33.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$171.33 by the School District real estate tax rate of 16.53 mills (.01653), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$10,195, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$10,195.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$10,195. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$10,195. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: _____ June 13, 2023

MONTOURSVILLE AREA SCHOOL DISTRICT

RESOLUTION ADOPTING THE 2023 – 2024 GENERAL FUND BUDGET

RESOLVED THAT THE BUDGET OF THE Montoursville Area School District, Lycoming County, Pennsylvania, as proposed, advertised, and revised, is finally adopted in the form attached hereto as the annual budget of said school district for the fiscal year beginning July 1, 2023.

BE IT FURTHER RESOLVED that the Board of School Directors of the Montoursville Area School District hereby authorize the appropriation and expenditure of the funds as itemized in said budget during the fiscal year beginning July 1, 2023. The necessary revenue for the same shall be provided by state appropriations; by federal funds; by a 16.53 mill real estate tax, levied herewith; and by the following taxes previously levied by this School Board as continuing taxes under Act 511, and re-levied herewith The Local Tax Enabling Act:

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

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

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: June 13, 2023



MONTOURSVILLE AREA SCHOOL DISTRICT

2023-2024 TAX LEVY RESOLUTION

RESOLVED that the Board of Directors of the Montoursville Area School District hereby levies taxes for the 2023-2024 Fiscal Year at the rates set forth below:

Real Estate	16.53 mills on each dollar (\$16.53 on each \$1,000) of the assessed valuation of real estate established by the Lycoming County Assessment Office
Earned Income and Net Profits	1.15% of earned income
Realty Transfer	½ of 1% of consideration or fair market value of real estate transferred

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

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: June 13, 2023

RESOLUTION

RESOLUTION TO LEVY A 16.53 MILL REAL ESTATE TAX

RESOLVED that a tax at the rate of 16.53 mills on each dollar be levied and assessed on real estate in the Montoursville Area School District for the school year beginning July 01, 2023 as follows:

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

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

SECTION 1. A tax is hereby levied for the school year 2023–2024 on all real property in the Montoursville Area School District at the rate of 16.53 mills on each dollar or \$16.53 dollars on each \$1,000.00 of the assessed valuation thereof as contained in the assessment used for real estate tax purposes in and by Lycoming County, Pennsylvania.

SECTION 2. The tax hereby imposed shall be payable July 1, 2023 in accordance with the following schedule:

- (a) if paid on or before August 31, 2023, a discount of two percent (2%) shall be allowed.
- (b) if paid during September 2023 and October 2023, the tax shall be payable at the full amount stated in Section 1 herein.
- (c) If paid on or after November 1, 2023, the tax shall be payable at the full amount stated in Section 1 herein plus a penalty of ten percent (10%) thereon.

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

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

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

SECTION 6. The provisions of the Resolution shall become effective July 1, 2023.

SECTION 7. This tax is levied for the school year 2023–2024, but is intended to continue from year to year hereafter without reenactment, unless changes in the rate of tax or other provisions of this resolution are desired by the Board of School Directors.

ATTEST:

Brandy N. Smith, Board Secretary

David Shimmel, President

ADOPTED:

June 13, 2023

MONTOURSVILLE AREA SCHOOL DISTRICT
Authorization of Bank Account Signers

RESOLVED that the Montoursville Area School District ("District") Board of School Directors ("Board") hereby revokes any previously approved bank account signers for District accounts and authorizes bank account signers for the District accounts as listed below Effective July 1, 2023:

PSDLAF Payroll Fund:

- Brandy N. Smith
- Dale I. Ulmer

PSDLAF Investment Account:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

PSDLAF Capital Reserve Fund:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

PSDLAF Capital Project Fund:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

PSDLAF Financial Security Account:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

Muncy Bank and Trust Co.

Food Service Fund:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

Muncy Bank and Trust Co.

High School Activity Fund:

- Daniel D. Taormina
- Christopher R. King
- Liza Temple
- Brandy N. Smith

Muncy Bank and Trust Co.

Middle School Activity Fund:

- Curtis Myers
- Daniel D. Taormina
- Ginger Garneau
- Brandy N. Smith

Muncy Bank and Trust Co.

Memorial Gardens Care Fund:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

FNB Lockbox Checking:

- David Shimmel
- Dottie M. Mathers
- Brandy N. Smith
- Dale I. Ulmer

ADOPTED, by the Montoursville Area School District Board of School Directors, this 13th day of June 2023.

ATTEST:

Montoursville Area School District

 Brandy N. Smith, Secretary

 David Shimmel, President

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 June 2023

- Retirement: Thanks and appreciation to Jill Beck, a Paraprofessional at McCall Middle School. She will be retiring by the end of this school year. In the course of her career, she has helped so many students and made such a huge difference in their lives. Her students were and are very fortunate to have worked with such dedicated paraeducator. She has dedicated 22 years to the students of the Montoursville Area School District. I appreciate your time and talents over the many years.
- Graduation: We had a total of 22 students graduating that were identified as either special needs, gifted, or receiving services through a 504 service agreement.
- Planning for 2023-2024 school year: I have met with Principals, Guidance Counselors, and Teachers to discuss inclusion assignments, student schedules, and caseloads for the upcoming school year.
- Paraprofessional Conference: The BLaST Intermediate Unit 17 will be hosting the 7th Annual Paraprofessional Conference this summer. It will be a virtual conference scheduled on August 10, 2023. Participants will hear from a keynote speaker, as well as select various trainings that will meet their professional needs. Attending this conference will also count toward our Paraprofessionals required Professional Development hours for the 2023-2024 school year.

Respectfully submitted,

Timothy Hanner
Supervisor of Special Education

TO: Montoursville Area School District School Board

FROM: Darrin Feerrar

RE: June 2023- School Board Monthly Report for Lyter Elementary

- **End of Year Activities-** The last weeks of school saw a number of culminating activities to draw a close to this school year. Grade level field trips, school concert assemblies by gr 1 and 4, class picnics/field day style activities, other special educational activities, the last day award ceremony, and many of the annual traditions brought a successful end to the year. We wish the 4th grade class well as they move on to McCall and we look forward to a new kindergarten class in the fall (the graduating class of 2036).
- **Kindergarten Screening-** Over 60 children who are registered to date to enter Kindergarten at Lyter in the fall were screened on May 17 and 18. The children were excited to come visit their "new" school and meet the staff. The information from the screenings will help the Kindergarten team plan instruction in the fall. Select students will be invited to the Summer Kinder Camp this summer. Screening information will help school staff to plan activities to assist those identified as needing some help transitioning to Kindergarten in the fall. Thank you once again to Faith United Methodist Church for funding our summer camp program.
- **Classroom Assignments for 2023-2024...** Parents will receive notification in early August to inform the students and their parents that their teacher and classroom assignment for the coming year will be available to view in the Parent Portal. Parents are once again asked not to submit requests for specific teacher/classroom assignments.
- **The Lyter staff wishes to extend a big thank you to our parents for their support throughout the year.** Whether it be volunteering to help plan school events, attending parent-teacher conferences, helping with homework, reading with their child, and on and on, we are so fortunate to have such supportive parents in the Montoursville Area School District. Thank you!

MONTOURSVILLE AREA SCHOOL DISTRICT

Loyalsock Valley Elementary School

3790 Route 87 Highway, Montoursville, Pennsylvania 17754-1900
570-435-0446 570-435-3214 (FAX)

TO: Montoursville Area School District School Board
FROM: Tyler Blaise, Principal
DATE: June 2023

Here is a look at what has happened at The Valley since our last meeting and what is happening during June.

- On **Friday, May 19th**, we had **2nd and 3rd grade** go on their field trips. All went well and the student go to experience some new and cool things. 2nd grade went to the Taber Museum and then finished the day off on the Hiawatha. The 4th graders enjoyed their trip to the middle school for Movin' Up Day.
- The students and staff were treated with a very action packed assembly on **Friday, May 26th**. We had two gentlemen from GoGreen put on a **BMX show for the students**. The show included a bunch of BMX stunts. The teachers participated and volunteered for the rider to jump over them. They provided the students with a great message to try their best and continue to succeed in their life.
- On **Friday June 2nd**, we had our annual **Bouncy Day**. Students were able to go outside for an **hour and participate in 4 stations**. We also had a **kickball tournament**. Students finished the day with cool popsicles and lots of water, and treats.
- On **Monday, June 5th**, we had our **Kindergarten Celebration**. Parents came in and our Kindergarten students sang 4-5 songs for them and really showed their parents how much they learned throughout the school year.
- The **4th graders** enjoyed a field trip to **Knobles on Tuesday, June 6th** and the **Kindergarten** students visited the **Lewisberg Childrens Museum**. When both grade levels got back, they were vividly exhausted and wanted to share all the fun things they did.
- On **Wednesday, June 7th**, we celebrated the **graduating Seniors** and they were able to take their last trip around The Valley. We also had our end of the year, **PBIS Reward**. Students were able to **Dunk Mr. Blaise**. Everyone participated and were very excited to see him get dunked.
- On **Thursday, June 8th**, we celebrated our **4th graders** and gave them their last **Send-Off from The Valley**. Parents and families were able to join. This was also a whole school event. 4th grade students sang a song, received some awards, and we even had a slideshow prepared for them. To finish it off, the students were allowed to take on last lap around the building.
- Finally, on **Thursday, June 15th**, we will be holding a **Kindergarten Parent Information** meeting for our upcoming Kindergarten students. During this time, we will be providing students with basic information for new parents that may answer any of their questions or concerns they have to start the year.

To: Montoursville Area School District Board of Directors

From: Curtis J. Myers – Principal and Ronda Albert – Assistant Principal

Re: June 2023 – School Board Monthly Report for C.E. McCall Middle School

McCall Spring Sports:

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

McCall Builder's Club:

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

PSSA and Keystone Assessments:

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

Many Thanks:

Thank you to our McCall families for supporting various initiatives through our Positive Behavior Intervention and Support Plan this year. Through fundraising efforts, all students received a meal from Taco Bills and each grade level had exciting activity days.

McCall Giving:

Thank you to the faculty and staff for raising over \$2300 this past year for dress downs to support our students, families, and community organizations.

Jeans for Troops:

McCall Faculty and Staff coordinated a Red, White, and Blue dress down day for our Troops. All monies will be sent to the GI GO FUND. This has been a great way to show our appreciation for our military veterans in their greatest time of need.

Warrior Pride:

All McCall students are encouraged to continue representing their school and community by following our Warrior Pride initiatives this summer. Thank you to our school board and community for supporting our McCall students this year! From all of us at McCall, we hope everyone has a relaxing and enjoyable summer vacation!

MONTOURSVILLE AREA HIGH SCHOOL

BOARD REPORT: June 2023

To: Montoursville Area School District Board of Directors
From: Matthew Johnson, High School Principal
Re: June 8, 2023 - School Board Monthly Report for MAHS

Celebrations & Shout Outs

- Baccalaureate went very well, and was well attended. Thank you to all who made that evening possible. Thank you to Reverend Smith for delivering a substantive message for our students.
- Scholarship Awards Night was held on June 7th, and we had a large group of students celebrated, as they were able to meet and chat with the gracious donors of so many scholarships and awards.
- Commencement will be held this evening, June 8th at Memorial Stadium (7pm). We are excited to celebrate this transition for our seniors as they close out their time at MASD.
- Thank you to every faculty and staff member for every second you spend preparing for, engaging with, and caring about our students. What you do matters.

Curriculum, Instruction, & Assessment

- Testing (AP, Finals, Keystones) wrapped up in the last two weeks for the year and went well. As data pours in, we will share.

Athletics

- Track & Field closed out a great season as well, bringing home a state title in 4x4 relay.
- We closed a groundbreaking season with our girls softball team as they reached a new milestone for the program.
- Boys baseball competes TODAY as they continue to make a run at states. We wish them luck.

Considerations & Needs

- Continued support from the board as we strive to make the right decisions for our students, our educators, and our community.
- Future considerations for investment in programming that provides some unique and relevant opportunities for students.

Follow MAHS on the Following:

Twitter: @mahs_warriors

Instagram: @mahs_warriors

Facebook: MAHSWarriors



Montoursville Area High School
700 Mulberry Drive
Montoursville, PA 17754
570.368.2611

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR REGULAR MEETING

High School

Tuesday, May 9, 2023

7: 08 PM

Call to Order - Board President

Roll Call - Board Secretary

Executive Session Announced for Personnel.

Pledge to the Flag

MEMBER

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

MEMBER

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

OTHERS

 x Albert, Ronda - Assistant Middle School Principal
 x Blaise, Tyler - Elementary School Principal
 x Feerrar, Darrin - Elementary School Principal
 x Gnoffo, Joseph - Supervisor of Buildings and Grounds
 x Hanner, Timothy - Supervisor of Special Education
 x Johnson, Matthew – High School Principal
 x King, Christopher - Assistant High School Principal
 x Myers, Curtis - Middle School Principal
 x Peipher, Sebastian – Technical Director
 x Taormina, Daniel – Assistant Superintendent
 x Residents Media x Students

Presentations

None

Student Representative Presentations

None

Approval of minutes for the following meetings:

- Board Meeting, Tuesday, April 11, 2023
- Work Session, Tuesday, April 25, 2023

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

Prior Presentations

Pastor Larry Leland, Faith United Methodist Church offered words of thanks, encouragement, and prayer.

Ray Huff and John Ravert Days of Remembrance Essay Contest. Contest winners Rowan Fortin, 1st place, Becca Teffeteller, 2nd place, Elias Rodriguez, 3rd place, Austin Davidson, Oleksandr Martyniuk, Haden Ferguson, Dillan Saul, honorable mentions.

Public comment

Jack Callahan would like a 4th grade graduation. Jack was surprised that districts do not use books or chalkboards. Jack went on to say Phys Ed is so important in schools, he had the best 5 gym teachers. He reflected on how schools were back then.

Larry Leland would like the Board to consider how sick time is compensated for retiring teachers.

Mr. Ulmer commented on past discussions and the rationale behind the decision.

Business Manager's Report

A. General Fund and Cafeteria Fund Treasurer's Report

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

B. Budgetary Transfers – None.

C. Presentation of Bills (Roll Call)

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

Mr. Snell questioned check 64872 in the amount of \$491.69 for shooting targets.

Mr. Taormina responded.

D. Business- Mrs. Smith gave a budget update.

Mr. Snell inquired about projections on money coming from the state.

Mr. Smith explained that the projection is part of a formula altered by population and high attendance in Cyber/Charter schools.

Mr. Shimmel inquired about the budgetary reserve and any possible projects lurking.

Mrs. Smith stated Board Policy states budgetary reserve needs to be between 2-10%.

Mr. Ulmer disagrees with the Board's Policy on the budgetary reserve. He advocated for no tax increase and moving money from the budgetary reserve.

Mr. Shimmel made comments on tax mileage, and how Covid Funds were received causing the fund balance to grow.

Mr. Snell agreed with Mr. Ulmer. He proposes no tax increase and moving 1.7 million to Capital Reserve.

Mrs. Smith went through the process of how costs are reviewed and cut.

Dr. Mathers does not favor moving that amount of money in one year.

Mr. Taormina added there will be a future project and the more money in Capital Reserve the less money the District will have to borrow.

Mr. Young had questions about not raising taxes and funds to pay for Armed Security. He is concerned about playing catch-up in future years because of not raising taxes.

Dr. LeCrone asked about the consequences of not raising taxes this year.

Mrs. Smith not raising taxes this year would cause a tax increase to index the following year.

Mr. Snell commented on the community.

Dr. LeCrone and Dr. Beery shared their thoughts on the budget.

Mrs. Smith offered her thanks and well wishes to Gina Uvari on her retirement.

Superintendent's Report

Mr. Hanner reported on early intervention for Kindergarten classrooms in the fall, students transitioning to new buildings in the 23-24 school year, the Blast budget, and the remaining IEP days.

Mr. Feerrar thanked the High School Key Club for continuing their Mentoring Program at Lyter. He continued with the upcoming book fair, spring concert, field trips, kindergarten screenings, and end-of-year activity dates.

Mr. Blaise reported on Loyalsock Valley PSSA's, the Valley Festival, and 4th-grade move-up day. He acknowledged Nurse Appreciation Day and thanked Mrs. Emick for all her hard work.

Mr. Myers gave a full report on upcoming McCall dates. He thanked Sue Stackhouse, STEP AmeriCorps Outreach Coordinator for organizing the Lycoming Composite Mountain Bike Team. He also acknowledged Teacher Appreciation Week and thanked all the McCall teachers for their daily dedication to the students.

Mr. Johnson reflected on the Prom, the Night at Disney choral concert, and Ap testing, and looked ahead to Keystone Assessments, scheduling, and the next Act 80 day. He also took a moment to thank all the High School teachers in honor of Teacher Appreciation Week.

Mr. King gave important dates concerning Summer School, Saturday School, Baccalaureate, Graduation, and Senior/ Underclassman finals.

Mrs. Albert also shared and reflected on the month at McCall.

Mr. Peipher took a moment to thank Aaron Runkle for all his hard work in the Tech Department.

Mr. Taormina took a moment to thank Pastor Leland for his comments and prayers concerning our Teachers.

Agenda Items

• General

G-1 Approval of Montoursville Area High School summer programs, under Board Policy #124. The six-week program will run from June 12, 2023, to July 28, 2023.

The program consists of:

Enrichment Courses - \$200 per course

- CSS
- World Cultures
- Driver's Education \$350.00 per course

G-2 Approval to send approximately 35 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 Friday, 8:30 AM to 11:30 AM, from June 26, 2023, to July 21, 2023. The approximate cost for the program is \$109,115. (Attachment)

G-3 Approval of an agreement between Montoursville Area School District and Diversified Treatment Alternative Centers. (Attachment)

G-4 Approval of an agreement between Montoursville Area School District and New Story. (Attachment)

G-5 Resolution for approval of the Special Education Settlement agreement for student 232100. (Attachment)

Motion: Mathers Second: LeCrone

Yes: Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer, Young

No: None

Absent: Albert

Result: **Motion Carried**

- **Personnel**

P-1 Approval of Release and Settlement Agreement for employee 101009. (Attachment)

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

P-2 Approval of the following Long-Term Professional position:

Employee	Position	Dates	Replacement for:
Benjamin Hepburn	Tech Ed	March 14, 2023, to the end of the 2022-2023 school year.	101009

Mr. Taormina and Mr. Shimmel thanked Mr. Hepburn for returning.

P-3 Approval of the following additions to the Support Staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
Gary Stroble	Custodian	\$15.54/hour	May 10, 2023	Patrick Wright
Jordan Tillema	Paraprofessional	\$12.75/hour	May 10, 2023	Robin McKenna

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

Employee	Position	Years of Service	Effective
Gina Uvari	Secretary	19	April 12, 2023

Mr. Ulmer took a moment to wish Gina well and appreciated her upbeat personality and professionalism.

P-5 Approval to rescind a date to retire from a member of the Professional Staff:

Employee	Position	Years of Service	Effective
Susan Shoemaker	Mathematics	36	June 30, 2023

Mr. Shimmel thanked Mrs. Shoemaker for coming back and retiring at a later date.

P-6 Approval of retirement from a member of the Professional Staff:

Employee	Position	Years of Service	Effective
Susan Shoemaker	Mathematics	36	December 31, 2023

P-7 Approval of the following transfers from one position/building to another:

Employee	Position from	Position to	Effective
Corey Twigg	High School Health and Phys Ed	Elementary Middle School	2023-2024 School Year
Hannah McCracken	Loyalsock Valley Elementary	Elementary Middle School	2023-2024 School Year
Lauren Caputo	Lyter Elementary	Elementary Loyalsock Valley	2023-2024 School Year
Erica Hepburn	Loyalsock Valley Elementary	Elementary Middle School	2023-2024 School Year

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

P-8 Approval of the following additions to the Professional Staff:

Employee	Certification	Rate of Pay	Effective	Replacement for:
Rebekah Lundy	English	Bachelor's Step 1 \$51,100	July 1, 2023	Mindy Apsokardu
Olivia Overdorf	Health and Phys Ed	Bachelor's Step 1 \$51,100	July 1, 2023	Corey Twigg

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

Mr. Taormina acknowledged and welcomed Oliva Overdorf and Rebekah Lundy to the Professional Staff.

- **Transportation**

T-1 Approval of the Promiseland Busing Rate in the amounts of \$3,094.58 and \$2,928.53 for April 2023.
(Attachment)

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

- **Academics**

A-1 Approval for the graduation of those members of the senior class of 2023 who will have met all state and district requirements as of June 1, 2023 (133 potential graduates as of May 9, 2023). Special dates for the senior class are as follows: Awards Ceremony – June 7, 2023, Commencement – June 8, 2023.

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

- **Budget and Finance**

BF-1 Approval to awarded bids for the 2023-2024 fiscal year. (Attachment)

- Paper supplies in the amount of \$32,590.59

- Athletic supplies and equipment in the amount of \$26,599.27

Motion: LeCrone Second: Mathers
 Yes: Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer, Young

Meeting Minutes – May 9, 2023

Page 5 of 6

No: None
Absent: Albert
Result: Motion Carried

Other Reports

A. Committee Reports

- PSBA- None
- Policy Committee - None
- IU Rep.- Reports on Teaching Certificates awarded in the State of PA are down 68%.
- LCTC Rep.- None
- Memorial Gardens – None
- Budget – None
- Buildings and Ground – None
- Montoursville Foundation – A booth will be available at the Spring Fling.
- Extra-Curricular Activities - None

Public Comment

Jack Callahan made comments on the 3rd grade walking tour, He would like the picture of the Indian photo he brought to the school displayed. He would like a message board on Mulberry Street.

1988 graduate from Las Vegas Jenna Ferlunt congratulated her niece, Rebekah on her new position.

Mr. Shimmel acknowledged nurses' week.

ADJOURNMENT OF THE REGULAR MEETING 8:52 PM

Motion: LeCrone Second: Badger
Voice Vote: All

David Shimmel, President

Brandy N. Smith, Board Secretary

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR WORK SESSION

High School

Call to Order - Board President

Roll Call - Board Secretary

Pledge to the Flag

Tuesday, May 23, 2023

7:03 PM

MEMBER

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

MEMBER

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

OTHERS

☐ Blaise, Tyler - Elementary School Principal
☐ Feerrar, Darrin - Elementary School Principal
☐ Gnoffo, Joseph - Supervisor of Buildings and Grounds
☐ Hanner, Timothy - Supervisor of Special Education
☒ Johnson, Matthew – High School Principal
☐ King, Christopher - Assistant Middle/High School Principal
☐ Myers, Curtis - Middle School Principal
☒ Pelpher, Sebastian –
☒ Taormina, Daniel – Assistant Superintendent
☒ Residents ☐ Media ☐ Students

Remove P-6 from the agenda.

Presentations

Track and Field will advance in the State Championships at Shippensburg over the Memorial Day weekend. Quinn Winslow, Mason Winslow, Josiah Schans, Sean Frey, Emma Kline, Kendall Simms, Andrew Truman, and Ethan Wanner will be representing Montoursville Area School District in Track and Field.

The Baseball team will also advance to play in the District IV Championship.

Public Comment

Rick Housner commented on G-1.
Tina McCoy commented on G-1.
Cindy Wentzler commented on G-1.
Sera Alterbrando commented on G-1.
Cory Flick commented on G-1.
Brad Eisenhower commented on his background and G-1.
Brenda Oberhiem commented on G-1.
Pamala Nelson commented on G-1.
Brittany McGlacklin's comment on G-1.
Greg Stapp commented on G-1.

Action Items

• General

G-1 Discussion of a Resolution for the Montoursville Area School District to oppose Public School and Publicly Funded Charter School Curriculum, Instruction, or Materials promoting Critical Race Theory or advocacy of Similar Divisive Concepts relating to Sex, Race, Ethnicity, Color, or National Origin. (Attachment)

The Board made comments and had discussions concerning G-1.

Motion: Snell Second:

Result: **Motion died no second**

G-2 Approval of the agreement between Montoursville Area School District and BLAST IU #17 for shared Special Education Services for the 2023-2024 school year. (Attachment)

Mr. Snell inquired about the increase.

Mrs. Smith explained how the per-student cost is formulated.

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

G-4 Approval of Use of Facilities from John Keefer, Beltway Bandits Travel Ball Team, Montoursville Area High School baseball fields, June 5, 2023, to June 29, 2023, 5:30 PM to 7:30 PM. (Attachment)

Motion: LeCrone Second: Badger

Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer

No: None

Absent: Mathers, Young

Result: **Motion Carried**

• Personnel

P-1 Approval of the following retirement from a member of the Professional Staff:

Employee	Position	Years of Service	Effective
Brian Batkowski	Elementary	30.5	January 22, 2024

Motion: Snell Second: LeCrone

Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer

No: None

Absent: Mathers, Young

Result: **Motion Carried**

Mr. Shimmel wished Mr. Batkowski the best.

Mr. Snell commented his daughter loved him.

Mr. Albert commented he always had a smile and was a teacher for the right reasons.

P-2 Approval of the following FLMA leave from a member of the staff:

Employee	Effective Dates:
101271	May 11, 2023, to June 9, 2023

P-3 Approval of the following addition to the Support Staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
----------	----------	-------------	-----------	------------------

Evan Williams	Technology Support Specialist	\$37,000/pro rata	May 24, 2023	Connor Rutan
Aurora Beagle	Paraprofessional	\$12.75/5 hours per day	May 24, 2023	Candi Leisenring

P-4 Approval of the following addition to the Professional Staff:

Employee	Position	Years of Service	Effective	Replacement for:
Stacey Dangle	Social Studies	Mater's Step 14 \$80,296	July 1, 2023	Julie Quick

P-5 Approval of the following addition to the Guest Teacher substitute list:

Guest Teacher
David Malkin

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

Mr. Snell inquired about the difference between Social Studies and Physiology.
Mr. Taormina explained they are under the same umbrella.

- Budget and Finance:**

BF-1 Approval of the Proposed Final General Fund Budget in the amount of \$33,510,052 for the fiscal year 2023-2024 including salary and work schedules as proposed. (Attachment online)

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

Mr. Snell inquired about the need for armed and unarmed security.
Mr. Shimmel responded that the discussion would be moved to the executive session.

BF-2 Approval of a transfer from the General Fund to the Capital Reserve Fund in the amount of \$1,700,000.

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

Public Comment

Jack Callahan commented on the baseball game. Jack would like an update on volleyball and girls' wrestling.
Pamela Nelson comment on G-1.
Brenda Oberheim commented on policy and G-1.
Paul Rinker commented on policy and G-1.

Mr. Snell has a request for the policy committee to meet to discuss policy 106.

ADJOURNMENT OF THE REGULAR MEETING 8:43 PM

Motion: LeCrone Second: Badger
Result: Motion Carried

David Shimmel, President

Brandy N. Smith, Board Secretary