

**SHARPSVILLE AREA SCHOOL DISTRICT**  
**Regular Meeting**  
**June 21, 2021**

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The regular meeting of the Sharpsville Area School Board was held in the Cafeteria at the Sharpsville Area Elementary School on Monday, June 21, 2021, at 7:00 p.m. with President Jerry Trontel presiding. The following members were present: Ron Barnes, Darla Grandy, Nicholas Hanahan, Michael Lenzi, Tabitha Smith, Mary Sternthal, Joseph Toth, and Jerry Trontel. Janice Raykie participated by speakerphone.

Also present were Superintendent John Vannoy, Business Manager/Board Secretary Jaime Roberts, and Solicitor Robert Tesone. Guests participated virtually.

**ADOPTION OF THE AGENDA**

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There was a motion by Mr. Barnes, seconded by Mr. Hanahan, to approve the meeting agenda.

Motion carried.

**SECRETARY REPORT**

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Board Secretary Jaime Roberts had no official action to report.

**CONSENT AGENDA**

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There was a motion by Mr. Trontel, seconded by Mrs. Grandy, to approve the following consent agenda items:

1. Board Minutes for the following meetings:
  - a. May 17, 2021 Recessed Meeting
  - b. May 24, 2021 Reconvened Meeting
  - c. June 14, 2021 Work Session

2. Bills Affirmed and Approved

General Fund

Affirmed for May

956,504.94

Approved for June

285,147.84

Capital Project Fund

Approved for June

28,423.82

3. Financial Reports

a. Payroll	22,110.92
b. General Fund	2,306,416.08
c. Capital Reserve	35,897.32
d. Capital Project	1,113,504.07
e. High School Activities	52,123.27
f. Middle School Activities	3,230.21
g. Cafeteria	9,768.71

4. Conference Approval – Heidi Marshall to travel to the American Middle Level Education Conference in Louisville, KY on November 4-6, 2021 to present. Estimated expenses to include registration fee costs of \$250.00, mileage \$228.52, lodging \$611.69, meals \$150.00, and parking costs of \$72.00 for an estimated total of \$1,312.21

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**FINANCE REPORT**

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Chairperson Jerry Trontel recommended the following action:

**REAL ESTATE TAX**

There was a motion by Mr. Trontel, seconded by Mr. Toth, to approve the adoption of the District's Real Estate Taxing Structure at 82 mills for the 2021-2022 fiscal year.

Roll Call Vote:	Barnes	Yes
	Grandy	Yes
	Hanahan	Yes
	Lenzi	Yes
	Raykie	Yes
	Smith	Yes
	Sternthal	Yes
	Toth	Yes
	Trontel	Yes

Motion Carried.

**2021-2022 FINAL GENERAL FUND BUDGET**

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the 2021-2022 Final General Fund Budget with Revenues and Expenditures in the amount of \$18,672,643.00, the same being attached to and a part of these minutes.

Roll Call Vote:	Grandy	Yes
	Hanahan	Yes
	Lenzi	Yes
	Raykie	Yes
	Smith	Yes
	Sternthal	Yes
	Toth	Yes
	Trontel	Yes
	Barnes	Yes

Motion Carried.

**HOMESTEAD/FARMSTEAD EXEMPTION**

There was a motion by Mr. Trontel, seconded by Mrs. Smith, to approve Resolution 3 of 2021 to set the 2021 Homestead/Farmstead Exemption at \$2,106.00 per qualified property, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PER CAPITA TAX**

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the Per Capita Tax of Section 679 of the PA School Code at \$5.00.

Roll Call Vote:	Hanahan	Yes
	Lenzi	Yes
	Raykie	Yes
	Smith	Yes
	Sternthal	Yes
	Toth	Yes
	Trontel	Yes
	Barnes	Yes
	Grandy	Yes

Motion Carried.

**ACT 511 OF THE TAX ENABLING ACT OF 1965**

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the Act 511 Taxes authorized by the Tax Enabling Act of 1965:

- a. 1% Earned Income Tax (Shared with three municipalities)
- b. 1% Realty Transfer Tax (Shared with three municipalities)
- c. \$5.00 Per Capita Tax
- d. \$10.00 Flat Rate Occupation Tax

Roll Call Vote:	Lenzi	Yes
	Raykie	Yes
	Smith	Yes
	Sternthal	Yes
	Toth	Yes
	Trontel	Yes
	Barnes	Yes
	Grandy	Yes
	Hanahan	Yes

Motion Carried.

**BUDGET TRANSFERS TO BALANCE ACCOUNTS**

There was a motion by Mr. Trontel, seconded by Mrs. Smith, to approve the Senior Business Manager and the District Auditor to make necessary budget transfers to balance the accounts for fiscal year 2020-2021. All transfers will be confirmed by the Board of Education at a future meeting.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**USE OF SCHOOL FACILITIES FEE SCHEDULE**

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the Use of School Facilities Fee Schedule for fiscal year 2021-2022, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**AUTHORIZATION OF PAYMENT OF JULY BILLS**

There was a motion by Mr. Trontel, seconded by Mrs. Toth, to authorize the payment of July bills with retroactive approval at the regular August Board meeting.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**INTERSTATE TAX SERVICE UNEMPLOYMENT COMPENSATION**

There was a motion by Mr. Trontel, seconded by Mr. Barnes, to approve Interstate Tax Service Unemployment Compensation services at an estimated cost of \$150.00 per quarter effective July 1, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**INSURANCE RENEWALS**

There was a motion by Mr. Trontel, seconded by Mr. Toth, to approve the following insurance renewals for fiscal year 2021-2022:

- a. Utica Mutual for the District's Property/Liability Package, including School Board Legal Liability of \$64,501
- b. Utica Mutual for the Auto Insurance at an estimated rate of \$3,117
- c. Worker's Compensation Insurance with CM Regent at an estimated premium of \$59,623
- d. Utica Mutual for the District's Umbrella Policy at an estimated rate of \$2,173

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PROFESSIONAL SERVICES RENEWALS FOR THE 2021-2022 SCHOOL YEAR**

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the following Professional Services Renewals for the 2021-2022 school year:

- a. Auditor of Accounts – Black, Bashor, and Porsch - \$15,800.00 excluding any scope changes, capital projects, or GASB 34 implementation requirements as mandated by the Department of Education
- b. School Dentist – Dr. Domenic Lombardi - \$721.00

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **SUBSTITUTE RATES**

There was a motion Mr. Trontel, seconded by Mr. Hanahan, to approve the following substitute rates for the 2021-2022 school year:

- a. Substitute Teacher Rate \$100.00 per day
- b. Substitute Support Staff Rate \$12.00 per hour

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **CONTRACTED BAND SERVICES**

There was a motion by Mr. Trontel, seconded by Mr. Toth, to approve Emily Guarnieri for Band Contracted Services for the 2021-2022 school year at the rate of \$300.00.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **eSPARK PROPOSAL AGREEMENT**

There was a motion by Mr. Trontel, seconded by Mrs. Smith, to approve the eSpark Proposal Agreement for Option A at the cost of \$11,100.00.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**STUDENT TRANSPORTATION OF AMERICA CONTRACT EXTENSION**

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the Student Transportation of America Contract Extension, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**BOARD SECRETARY**

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to appoint Jaime Roberts as the Board Secretary for the following years: 2021-2022, 2022-2023, 2023-2024, 2024-2025.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**SIGNATURE AUTHORITY**

There was a motion by Mr. Trontel, seconded by Mrs. Grandy, to approve a Resolution with First National Bank for Signature Authority of Board Officers effective July 1, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**OUTREACH SERVICE CONTRACT AGREEMENT**

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the Outreach Service Contract Agreement with the Western Pennsylvania School for the Blind for Vision and Orientation and Mobility services at the rate of \$98.00 per hour for the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **WEST CENTRAL JOB PARTNERSHIP**

There was a motion by Mr. Trontel, seconded by Mr. Toth, to approve the West Central Job Partnership Work Experience Worksite Agreement, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **POLICY REPORT**

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Mr. Lenzi recommended the following action:

#### **SECOND READING – NEW POLICIES**

There was a motion by Mr. Lenzi, seconded by Mr. Toth, to approve the second reading of the following new policies, the same being attached to and a part of these minutes:

1. 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault
2. 309.1 – Telework

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

#### **SECOND READING – REVISED POLICIES**

There was a motion by Mr. Lenzi, seconded by Mr. Barnes, to approve the second reading of the following revised policies, the same being attached to and a part of these minutes:

1. 103 – Discrimination/Title IX Sexual Harassment Affecting Students
2. 104 – Discrimination/Title IX Sexual Harassment Affecting Staff
3. 111 – Lesson Plans
4. 113.1 – Discipline of Students with Disabilities
5. 113.2 – Behavior Support
6. 113.4 – Confidentiality of Special Education Student Information
7. 122 – Extracurricular Activities
8. 123 – Interscholastic Athletics
9. 123.2 – Student Cardia Arrest
10. 137.1 – Extracurricular Participation by Home Education Students

11. 146.1 – Trauma-Informed Approach
12. 150 – Title I – Comparability of Services
13. 203 – Immunizations and Communicable Diseases
14. 209 – Health Examinations/Screenings
15. 247 – Hazing
16. 249 – Bullying/Cyberbullying
17. 252 – Dating Violence
18. 314 – Physical Examination
19. 317.1 Educator Misconduct
20. 318 – Attendance and Tardiness
21. 331 – Job Related Expenses
22. 332 – Working Periods
23. 334 – Sick Leave
24. 340 – Responsibility for Student Welfare
25. 705 – Facilities and Workplace Safety
26. 803 – School Calendar
27. 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers
28. 810.3 School Vehicle Drivers
29. 824 – Maintaining Professional Adults/Student Boundaries
30. 904 – Public Attendance at School Events
31. 907 – School Visitors

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

## **CURRICULUM/TECHNOLOGY REPORT**

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Mrs. Sternthal recommended the following action:

### **2021 GRADUATES**

There was a motion by Mrs. Sternthal, seconded by Mr. Hanahan, to approve the list of 2021 Graduates, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

## **2021-2022 MIDDLE SCHOOL COURSE GUIDE**

There was a motion by Mrs. Sternthal, seconded by Mrs. Grandy, to approve the 2021-2022 Middle School Course Guide, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

## **PERSONNEL REPORT**

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Mrs. Raykie recommended the following action:

### **UNPAID LEAVE OF ABSENCES**

There was a motion by Mrs. Raykie, seconded by Mrs. Smith, to approve the following unpaid leave of absences:

- |                    |  |
|--------------------|--|
| a. Leanne Chalupka | May 11, 12, 13, 14, 17, 18, 19 and 20 2021   |
| b. Holly Ion       | May 12, 2021                                 |
| c. Teri Koval      | May 3 – 28, 2021                             |
| d. Kendra Mowry    | May 6 and 11, 2021                           |
| e. Shawn Reid      | May 12 and 21, 2021                          |
| f. Rachel Thompson | May 10, 11, 12, 13, 14, 2021                 |
| g. Dawn Yuran      | May 13, 14, 17, 18, 19, 20, 21, and 24, 2021 |

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **UNPAID LEAVE OF ABSENCES**

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to approve the following unpaid leave of absence:

- |                     |              |
|---------------------|--------------|
| a. Crystal Stefanko | May 21, 2021 |
|---------------------|--------------|

Approved: Raykie

Opposed: Barnes, Grandy, Hanahan, Lenzi, Smith, Sternthal, Toth, and Trontel

Motion Failed.

### **PROFESSIONAL CONTRACTS/TENURE**

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to approve the following employee/tenure contracts:

- a. Jordan Mastrangelo – Effective at the conclusion of the 2020-2021 school year

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **2021-2022 SPONSORS AND ADVISORS**

There was a motion by Mrs. Raykie, seconded by Mrs. Smith, to approve the following 2021-2022 Sponsors and Advisors as per the SAEA Collective Bargaining Agreement:

- |                       |  |
|-----------------------|--|
| a. Allison Saeler     | Senior Class Advisor                         |
| b. Dejah Springer     | Senior Class Advisor                         |
| c. Timothy Findley    | Sophomore Class Advisor                      |
| d. Megan Donaldson    | Academic Games – Elementary                  |
| e. Jordan Mastrangelo | Marching Band                                |
| f. Meghan Barlett     | Band Auxiliary                               |
| g. Melissa Colbert    | Band Auxiliary                               |
| h. Ross Hill          | Band Auxiliary                               |
| i. Emily Whipple      | Book Club                                    |
| j. Corissa Bowser     | Cheerleading Advisor-Winter Sports           |
| k. Dejah Springer     | Cheerleading Advisor – Football              |
| l. Michael Kalpich    | Chess Club                                   |
| m. Emily Whipple      | Commencement Speaker                         |
| n. Merrissa Dutton    | Ecology Club                                 |
| o. Jack Ference       | Yearbook Advisor – Business Manager          |
| p. Lisa Oliver        | Yearbook Advisor – Production                |
| q. Jami Moffatt       | Family Career & Community Leaders of America |
| r. Eileen Ference     | All School Musical – Director                |
| s. Michael Kalpich    | National Honor Society                       |
| t. Dejah Springer     | Natural Helpers                              |
| u. Ellen Banick       | Penn Serve                                   |
| v. Michael Lenzi      | Quiz Bowl (Volunteer)                        |
| w. Abbe Sopher        | Spanish Club                                 |

x. Jordan Mastrangelo	Stage Crew
y. Frank Bertolasio	Student Council
z. Timothy Findley	Student Council
aa. Jami Moffatt	Teens that Care
bb. Jack Ference	Thespian Society
cc. Brian Campbell	Track Club
dd. Dejah Springer	Unified Sports
ee. Lara Johns	Youth Alive Club (Volunteer)

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **INCREASED POSITION**

There was a motion by Mrs. Raykie, seconded by Mrs. Grandy, to increase the secondary Spanish Position from 50% to 100% effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **SOPHER INCREASE**

There was a motion by Mrs. Raykie, seconded by Mr. Barnes, to increase Anne Sopher from a 50% Spanish Teacher to a 100% Spanish Teacher effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **NEW HIRE – BIOLOGY**

There was a motion by Mrs. Raykie, seconded by Mrs. Sternthal, to hire Alyssa Sedgwick as a Biology Teacher with salary (Step B1) and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**NEW HIRE – SOCIAL STUDIES**

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to hire Joel Trentin as a Social Studies Teacher with salary (Step B1) and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Hanahan, Lenzi, Smith, Sternthal, Toth, and Trontel

Opposed: Grandy and Raykie

Motion Carried.

**NEW HIRE – SCHOOL PSYCHOLOGIST**

There was a motion by Mrs. Raykie, seconded by Mr. Barnes, to hire Brooke Knox as an 80% School Psychologist with salary (Step M4 +30) and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**NEW HIRE – HEALTH AND PHYSICAL EDUCATION**

There was a motion by Mrs. Raykie, seconded by Mrs. Sternthal, to hire Jesse Weaver as a Health and Physical Education Teacher with salary (Step B1) and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**NEW HIRE – HEALTH AND PHYSICAL EDUCATION**

There was a motion by Mrs. Raykie, seconded by Mr. Barnes, to hire Kevin Jewell as a Health and Physical Education Teacher with salary (Step B1) and benefits as per the SAEA Agreement effective with the 2021-2022 school year with 50% of said position being funded with local funds and the remaining 50% being contingent upon federal funding by the Elementary and Secondary School Emergency Relief Fund (ESSER).

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**RESIGNATION – KENT**

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to accept the resignation of Lacey Kent as a Special Education Teacher effective June 15, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**NEW HIRE – SPECIAL EDUCATION**

There was a motion by Mrs. Raykie, seconded by Mrs. Smith, to hire Kennedy Carnahan as a Special Education Teacher with salary (Step B1) and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**SUMMER ACADEMY TEACHERS**

There was a motion by Mrs. Raykie, seconded by Mrs. Grandy, to approve the following teachers for the Summer Academy from June 21, 2021 to July 22, 2021 at the SAEA Agreement Tutoring Rate:

- a. Emily Brown
- b. Andrew Burk
- c. Brandon Busch
- d. Emily Button
- e. Emily Hazlett
- f. Marcy Hunter
- g. Jayne Kornbau
- h. Tracey May
- i. Amy Meighen
- j. Lisa Oliver
- k. Kailey Riffe
- l. Rosanne Smithyman
- m. Patricia Tetrick
- n. Taylor Young
- o. Penny Varea (Substitute)

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

#### **SUMMER ACADEMY COLLEGE OF EDUCATION STUDENTS**

There was a motion by Mrs. Raykie, seconded by Mr. Hanahan, to approve the following College of Education Students for the Summer Academy from June 21, 2021 through July 22, 2021 at \$15.00 per hour:

- a. Stone Helsel
- b. Olivia Lapikas
- c. Zachary Long
- d. Kayle Paxton
- e. Madelyn Wansack
- f. Lydia Zoeller

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

#### **SUMMER ACADEMY INSTRUCTIONAL AIDES**

There was as a motion by Mrs. Raykie, seconded by Mrs. Smith, to approve the following Instructional Aides for the Summer Academy from June 21, 2021 through July 22, 2021 at their current hourly rate:

- a. Amber Ealy
- b. Paul Graban
- c. Tracey Griffin
- d. Cynthia Kreisel
- e. Patricia Mendillo
- f. Michelle Paulsen

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

#### **SUMMER ACADEMY NURSE TECHNICIAN**

There was a motion by Mrs. Raykie, seconded by Mr. Toth, to approve Deborah Hartwick to be hired at her current rate as the Nurse Technician for the Summer Academy from June 21, 2021 through July 22, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

#### **INTENT TO RETIRE**

Mrs. Raykie announced that Kris DeMark submitted her intent to retire at the end of the 2021-2022 school year.

#### **SUMMER CAFETERIA WORKERS**

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to approve the following Summer Cafeteria General Workers:

- a. Geri Bowser
- b. Christine Miodrag
- c. Crystal Stefanko - Substitute

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **EXTENDED SCHOOL YEAR INSTRUCTIONAL AIDES**

There was a motion by Mrs. Raykie, seconded by Mr. Toth, to hire the following Extended School Year Instructional Aides at their current rates:

- a. Peggy Murphy
- b. Deborah Vannoy
- c. Paul Graban
- d. Michelle Paulson
- e. Patricia Mendillo
- f. Tracey Griffin

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **EXTENDED SCHOOL YEAR TEACHER**

There was a motion by Mrs. Raykie, seconded by Mrs. Smith, to hire Kailey Riffe as an Extended School Year Teacher at the current tutoring rate.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **BUILDINGS AND GROUNDS REPORT**

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Mrs. Grandy recommended the following action:

### **JOHNSON CONTROLS SERVICE AGREEMENT**

There was a motion by Mrs. Raykie, seconded by Mrs. Smith, to approve a maintenance agreement with Johnson Controls for the HVAC System in the amount of \$9,216.00 for the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **CLERK OF THE WORKS**

There was a motion by Mrs. Grandy, seconded by Mr. Toth, to continue the services of Dunlevy Management Services for the summer 2021 supplemental construction work at the following rates:

June	\$1,500.00
July	\$3,000.00
August	\$3,000.00

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **USE OF SCHOOL FACILITIES REQUEST**

There was a motion by Mrs. Grandy, seconded by Mr. Lenzi, to approve the request from Sharpville Little League to use the football field on June 24 and 25, 2021 from 8:00 p.m. to 10:00 p.m. at the rate of \$50.00 per hour for personnel fees.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **CHANGE ORDER**

There was a motion by Mrs. Grandy, seconded by Mr. Barnes, to approve a change order from Hudson Construction for lecture room upgrades for painting and carpet in the amount of ~~\$12,300.00~~ (sic.) \$12,500.00.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **NEGOTIATIONS REPORT**

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Mr. Barnes had no official action to report.

## **PUBLIC RELATIONS REPORT**

Mr. Hanahan announced that he and Mr. Lenzi participated in the Sharpsville Memorial Day parade and he stated that he would like the Board to participate in more parades in the future.

## **CAFETERIA REPORT**

Mr. Toth had no official action to report.

## **ATHLETIC REPORT**

Mr. Lenzi recommended the following action:

### **ATHLETIC TRAINER AGREEMENT**

There was a motion by Mr. Lenzi, seconded by Mrs. Smith, to approve the Athletic Trainer Agreement with UPMC effective July 1, 2021 through June 30, 2024, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **7<sup>TH</sup>/8<sup>TH</sup> GRADE GIRLS' BASKETBALL COACH**

There was a motion by Mr. Lenzi, seconded by Mrs. Smith, to hire Laynie Kratko as the Girls' Basketball 7<sup>th</sup> and 8<sup>th</sup> Grade Coach for the 2021-2022 school year with salary (Step 80%) as per the SAEA Agreement.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **CROSS COUNTRY ASSISTANT COACH/VOLUNTEER**

There was a motion by Mr. Lenzi, seconded by Mr. Hanahan, to approve the following Cross Country Coaches for the 2021-2022 school year:

- a. Kathy Jo Bissell    First Assistant                      Step 70% as per the SAEA Agreement
- b. Sydney Miller       Volunteer

Approved:     Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed:       None

Motion Carried.

### **VOLUNTEER VOLLEYBALL COACH**

There was a motion by Mr. Lenzi, seconded by Mr. Barnes, to approve Emily Brown as a Volunteer Volleyball Coach for the 2021-2022 school year.

Approved:     Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed:       None

Motion Carried.

### **FOOTBALL COACHES**

There was a motion by Mr. Lenzi, seconded by Mr. Hanahan, to approve the following football coaches for the 2021-2022 school year with salaries as per the SAEA Agreement:

- |    |                 |  |  |
|----|-----------------|--|--|
| a. | Doug Levis      | Associate                              | ½ Step Max                                       |
| b. | Patrick Campoli | 7 <sup>th</sup> /8 <sup>th</sup> Grade | Step 2 <sup>nd</sup> Assistant Max-Grandfathered |
| c. | Leonard Grandy  | 2 <sup>nd</sup> Assistant              | Step Max – Grandfathered                         |
| d. | Richard Pavone  | 2 <sup>nd</sup> Assistant              | Step Max – Grandfathered                         |
| e. | Brent Pavone    | Volunteer                              |  |
| f. | William Henwood | Volunteer                              |  |
| g. | Stephen Summers | Volunteer                              |  |
| h. | Timothy Scarvel | Volunteer/EMT                          |  |

The motion was amended by Mr. Trontel, seconded by Mr. Barnes, that paying the 7<sup>th</sup>/8<sup>th</sup> grade salary will be contingent upon there being a program.

The motion to amend was voted on as follows:

Approved:     Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed:       None

Motion Carried.

The amended motion was voted on as follows:

Approved: Barnes, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Grandy: Abstained

Motion Carried.

### **BOYS' SOCCER COACHES**

There was a motion by Mr. Lenzi, seconded by Mr. Toth, to approve the following Boys' Soccer Coaches for the 2021-2022 school year with salaries as per the SAEA Agreement:

- |                   |                           |          |
|-------------------|---------------------------|----------|
| a. Chris Frye     | 1 <sup>st</sup> Assistant | Step 80% |
| b. Chris Enos     | Volunteer                 |          |
| c. Olaf Haroldson | Volunteer                 |          |

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

### **MERCER COUNTY CAREER CENTER REPORT**

Mr. Hanahan informed the Board that the anticipated completion date for the Career Center roof is July 2, 2021.

### **SUPERINTENDENT'S REPORT**

Mr. Vannoy recommended the following action:

### **MEMORANDUM OF UNDERSTANDING – HOPE CENTER FOR ARTS AND TECHNOLOGY (HOPECAT)**

There was a motion by Mr. Lenzi, seconded by Mrs. Grandy, to approve a Memorandum of Understanding with the Hope Center for Arts and Technology regarding after school visual arts programming, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**RESOLUTION 4 OF 2021**

There was a motion by Mr. Barnes, seconded by Mrs. Sternthal, to approve Resolution 4 of 2021 – Compliance with Federal Law Resolution for fiscal year 2021-2022, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PURCHASE OF SERVICE AGREEMENT WITH CROSSROADS FOR PRIVATE ACADEMIC SCHOOL PROGRAM**

There was a motion by Mr. Lenzi, seconded by Mr. Toth, to approve the Purchase of Service Agreement with Crossroads Group Homes and Services, Inc. for Private Academic School Programs, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PURCHASE OF SERVICE AGREEMENT WITH CROSSROADS FOR ALTERNATIVE EDUCATION PROGRAM**

There was a motion by Mrs. Sternthal, seconded by Mr. Hanahan, to approve the Purchase of Service Agreement with Crossroads Group Homes and Services, Inc. for Alternative Education Programs, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**MERCER COUNTY HEAD START LETTER OF AGREEMENT**

There was a motion by Mr. Lenzi, seconded by Mr. Barnes, to approve the Mercer County Head Start Letter of Agreement for “in-kind” space and services in the amount of \$8,463.98 as well as type A lunches at a cost of \$3.25 per lunch and \$1.75 per breakfast.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Toth, and Trontel

Opposed: None

Abstained: Sternthal

Motion Carried.

**RESOLUTION 5 OF 2021**

There was a motion by Mr. Hanahan, seconded by Mrs. Grandy, to approve Resolution 5 of 2021 regarding the global COVID-19 pandemic, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PENNSYLVANIA DEPARTMENT OF EDUCATION EMERGENCY  
INSTRUCTIONAL TIME PLAN**

There was a motion by Mr. Hanahan, seconded by Mr. Barnes, to approve the Pennsylvania Department of Education Emergency Instructional Time Plan the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**PENNSYLVANIA DEPARTMENT OF EDUCATION ARP ESSER HEALTH AND  
SAFETY PLAN**

There was a motion by Mr. Lenzi, seconded by Mrs. Smith, to approve the Pennsylvania Department of Education ARP ESSER Health and Safety Plan, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**RESIGNATION - STERNTHAL**

Mrs. Sternthal announced her resignation from the Sharpsville Area School Board due to a change of address.

There was a motion by Mr. Hanahan, seconded by Mr. Barnes, to accept Mrs. Sternthal's resignation with regret.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Smith, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

**EXECUTIVE SESSION**

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There was a motion by Mr. Trontel, seconded by Mr. Toth, to hold an Executive Session immediately following adjournment for security and personnel reasons.

Motion carried.

**ADJOURNMENT**

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There was a motion by Mr. Lenzi, seconded by Mrs. Grandy, to adjourn the meeting.

Motion Carried.

The meeting adjourned at 7:54 p.m.

  
Jaime L. Roberts, Board Secretary

SHARPSVILLE AREA SCHOOL DISTRICT

Conflict of Interest  
Abstention Memorandum

TO: Board Secretary, Sharpsville Area School District

FROM: DARIA GRANDY, Board Member

DATE: 6/21/21

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

FOOTBALL COACHES

My conflict/reason for abstaining is as follows:

SPOUSE

Daria J. Grandy  
Signature of Board Member

NOTE: Section 3 (J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken..." (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulations, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.



SHARPSVILLE AREA SCHOOL DISTRICT

Conflict of Interest  
Abstention Memorandum

TO: Board Secretary, Sharpsville Area School District

FROM: Mary Stanthal, Board Member

DATE: June 21, 2021

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

Mercer County Head Start Letter  
of Agreement in-kind space & services  
as well as meal costs

My conflict/reason for abstaining is as follows:

employment

Mary Stanthal  
Signature of Board Member

NOTE: Section 3 (J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken..." (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulations, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.



**SHARPSVILLE AREA SCHOOL DISTRICT  
BOARD REPORT**

**June 21, 2021**

**GENERAL FUND:**

Total Bills to be Affirmed for May

956,504.94

Total Bills to be Approved for June

285,147.84

**CAPITAL PROJECT FUND**

Total Bills to be Approved for May

28,423.82

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000022770	05/03/2021	LE3579200002	2100051276	110005503203	10-2620-622-000-00-800-000-0000	1262062280 00000	4,380.81
0000022770	05/03/2021	LE3578600001	2100051276	110005503740	10-2620-622-000-00-200-000-000-0000	1262062220 00000	4,241.98
0000022770	05/03/2021	LE3579200001	2100051276	110005503203	10-2620-622-000-00-500-000-000-0000	1262062250 00000	3,584.30
0000022770	05/03/2021	LE3578800001	2100051276	110005508905	10-2620-622-000-00-980-000-000-0000	1262062298 00000	329.20
0000022770	05/03/2021	LE3579100001	2100051276	110005508996	10-2620-622-000-00-980-000-000-0000	1262062298 00000	35.25
0000022770	05/03/2021	LE3579000001	2100051276	110139435421	10-2620-622-000-00-980-000-000-0000	1262062298 00000	25.67
0000022770	05/03/2021	LE3578700001	2100051276	110005508863	10-2620-622-000-00-980-000-000-0000	1262062298 00000	19.66
0000022770	05/03/2021	LE3578900001	2100051276	110005508954	10-2620-622-000-00-980-000-000-0000	1262062298 00000	18.30
<b>PENNPO-PENN POWER</b>							<b>12,635.17</b>
				Remit ID R-1	Payment Date: 05/03/2021	Payment Amt:	
0000022771	05/05/2021	LE3580500001	2100051292	345614001042321	10-2620-531-000-00-500-000-000-0000	1262053150 00000	151.54
0000022771	05/05/2021	LE3580500002	2100051292	345614001042321	10-2620-531-000-00-800-000-000-0000	1262053180 00000	140.41
0000022771	05/05/2021	LE3580500003	2100051292	345614001042321	10-2620-531-000-00-200-000-000-0000	1262053120 00000	140.18
<b>TIMEWAC-TIME WARNER CABLE-NORTHEAST</b>							<b>432.13</b>
				Remit ID R-1	Payment Date: 05/05/2021	Payment Amt:	
0000022772	05/05/2021	LE3580600001	2100051293	71814328	10-2620-531-000-00-800-000-000-0000	1262053180 00000	27.43
0000022772	05/05/2021	LE3580600002	2100051293	71814328	10-2620-531-000-00-200-000-000-0000	1262053120 00000	22.90
0000022772	05/05/2021	LE3580600003	2100051293	71814328	10-2620-531-000-00-500-000-000-0000	1262053150 00000	15.12

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

VERIZON-BUSINESS SERVICES				Remit ID R-1	Payment Date: 05/05/2021	Payment Amt:
0000022773	05/13/2021	LE3585400001	2100051308	70651000	10-2620-424-000-00-200-000-000-0000	1262042420 00000
0000022773	05/13/2021	LE3585500002	2100051308	70756000	10-2620-424-000-00-800-000-000-0000	1262042480 00000
0000022773	05/13/2021	LE3585500001	2100051308	70756000	10-2620-424-000-00-500-000-000-0000	1262042450 00000
BOROUGH-BOROUGH OF SHARPSVILLE				Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:
0000022774	05/13/2021	LE3585600001	2100051338	104697454	10-2720-513-000-00-000-000-000-3500	1272051300 00035
FERRELGA-FERRELL GAS				Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:
0000022775	05/13/2021	LE3585700001	2100051343	4456559	10-2620-622-000-00-200-000-000-0000	1262062220 00000
0000022775	05/13/2021	LE3585700004	2100051343	4456559	10-2620-622-000-00-800-000-000-0000	1262062280 00000
0000022775	05/13/2021	LE3585700003	2100051343	4456559	10-2620-622-000-00-500-000-000-0000	1262062250 00000
0000022775	05/13/2021	LE3585700002	2100051343	4456559	10-2620-622-000-00-980-000-000-0000	1262062298 00000
MARATHEN-MARATHON ENERGY				Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:
0000022776	05/13/2021	LE3585800001	2100051339	376318710	10-2620-621-000-00-200-000-000-0000	1262062120 00000
0000022776	05/13/2021	LE3585800004	2100051339	376318710	10-2620-621-000-00-800-000-000-0000	1262062180 00000
0000022776	05/13/2021	LE3585800003	2100051339	376318710	10-2620-621-000-00-500-000-000-0000	1262062150 00000
0000022776	05/13/2021	LE3585800002	2100051339	376318710	10-2620-621-000-00-980-000-000-0000	1262062198 00000
NATIONALFUEL-NATIONAL FUEL				Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:
						1,851.62

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

0000022777	05/13/2021	LE3585900001	2100051309	110046135841	10-2620-622-000-00-220-000-000-0000	1262062222 00000	42.30
<b>PENNPEN-POWER</b>							
0000022778	05/13/2021	AP3586200001		70651000	10-2620-424-000-00-200-000-000-0000	1262042420 00000	747.86
0000022778	05/13/2021	AP3586300001		70756000	10-2620-424-000-00-800-000-000-0000	1262042480 00000	546.00
0000022778	05/13/2021	AP3586300002		70756000	10-2620-424-000-00-500-000-000-0000	1262042450 00000	447.00
<b>BOROUGHSH-BOROUGH OF SHARPSVILLE</b>							
0000022779	05/13/2021	AP3586400001		104697454	10-2720-513-000-00-000-000-000-3500	1272051300 00035	1,740.86
<b>FERRELGA-FERRELL GAS</b>							
0000022780	05/13/2021	AP3586500004		4456559	10-2620-622-000-00-200-000-000-0000	1262062220 00000	3,275.58
0000022780	05/13/2021	AP3586500001		4456559	10-2620-622-000-00-800-000-000-0000	1262062280 00000	3,275.58
0000022780	05/13/2021	AP3586500002		4456559	10-2620-622-000-00-500-000-000-0000	1262062250 00000	1,087.61
0000022780	05/13/2021	AP3586500003		4456559	10-2620-622-000-00-980-000-000-0000	1262062298 00000	963.31
<b>MARATHEN-MARATHON ENERGY</b>							
0000022781	05/13/2021	AP3586600004		376318710	10-2620-621-000-00-200-000-000-0000	1262062120 00000	807.94
0000022781	05/13/2021	AP3586600001		376318710	10-2620-621-000-00-800-000-000-0000	1262062180 00000	248.60
0000022781	05/13/2021	AP3586600002		376318710	10-2620-621-000-00-500-000-000-0000	1262062150 00000	3,107.46
0000022781	05/13/2021	AP3586600003		376318710	10-2620-621-000-00-980-000-000-0000	1262062198 00000	649.27
							580.68
							476.00
							145.67

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

## FUND ACCOUNTING PAYMENT REGISTER

**Bank Account: GF - GENERAL FUND      Payment Dates: 05/01/2021 - 05/31/2021      Omit Dates: 2021-05-17**

**Payment Categories: Regular Checks**  
**Sort: Payment Number**

NATIONAFU-NATIONAL FUEL			Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:	1,851.61
0000022782	05/13/2021	AP3586700001	110046135841	10-2620-622-000-00-220-000-000-0000	126206222200000	42.30
PENNPO-PENN POWER			Remit ID R-1	Payment Date: 05/13/2021	Payment Amt:	42.30
0000022851	05/21/2021	LE3588500001	RLVQ-160321	10-3210-894-000-20-500-000-127-0000	132108945000000	110.00
BUHLPAC-BUHL PARK CORPORATION			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	110.00
0000022852	05/21/2021	LE3588600001	FABIAN	10-3250-330-000-00-000-000-000-BAV0	330BAV	75.00
FABIANED-ED FABIAN			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	75.00
0000022853	05/21/2021	LE3588700002	FABIAN	10-3250-330-000-00-000-000-000-BAV0	330BAV	186.00
0000022853	05/21/2021	LE3588700001	FABIAN	10-3250-330-000-00-000-000-000-BAJ0	330BAJ	111.00
FABIANMA-MATT FABIAN			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	297.00
0000022854	05/21/2021	LE3588800001	FLEMING	10-3250-330-000-00-000-000-000-BAV0	330BAV	150.00
FLEMINLA-LARRY FLEMING			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	150.00
0000022855	05/21/2021	LE3588900001	GERMANO	10-3250-330-000-00-000-000-000-SBV0	330SBV	55.50
0000022855	05/21/2021	LE3588900002	GERMANO	10-3250-330-000-00-000-000-000-SBJ0	330SBJ	55.50
GERMANBO-BOB GERMANO			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	111.00
0000022856	05/21/2021	LE3589000002	HART	10-3250-330-000-00-000-000-000-BAV0	330BAV	186.00
0000022856	05/21/2021	LE3589000001	HART	10-3250-330-000-00-000-000-000-BAJ0	330BAJ	111.00
HARTJI-JAMES HART			Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	297.00
0000022857	05/21/2021	LE3589100001	JAMES	10-3250-330-000-00-000-000-000-VB70	330VB7	39.50

* - Non-Negotiable Disbursement	+ - Procurement Card Non-Negotiable	# - Payable within Payment	P - Prenote	D - Direct Deposit	C - Credit Card
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# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

0000022857	05/21/2021	LE3589100002	2100051376	JAMES	10-3250-330-000-000-000-VB80	330VB8	39.50
<b>JAMESJE-JEFF JAMES</b>							
0000022858	05/21/2021	LE3589200001	2100051357	KOVACH	10-3250-330-000-000-000-SBV0	330SBV	79.00
<b>KOVACHGR-GREG KOVACH</b>							
0000022859	05/21/2021	LE3589300001	2100051356	LYNCH	10-3250-330-000-000-000-SBV0	330SBV	75.00
<b>LYNCHDE-DENNY LYNCH</b>							
0000022860	05/21/2021	LE3589400001	2100051360	MARSHALL	10-3250-330-000-000-000-SBV0	330SBV	75.00
<b>MARSHARI-RICH MARSHALL</b>							
0000022861	05/21/2021	LE3589500001	2100051368	MORAR	10-3250-330-000-000-000-BAV0	330BAV	75.00
<b>MORARJO-JOE MORAR</b>							
0000022862	05/21/2021	LE3589600002	2100051359	OSTHEIMER	10-3250-330-000-000-000-SBV0	330SBV	75.00
0000022862	05/21/2021	LE3589700001	2100051370	OSTHEIMER	10-3250-330-000-000-000-BAV0	330BAV	130.50
0000022862	05/21/2021	LE3589600001	2100051359	OSTHEIMER	10-3250-330-000-000-000-SBJ0	330SBJ	75.00
<b>OSTHEIMA-MARK OSTHEIMER</b>							
0000022863	05/21/2021	LE3589800001	2100051373	PLATEBORZEJR	10-3250-330-000-000-000-BAV0	330BAV	55.50
<b>PLATTETOJ-TOM PLATTEBORZE JR</b>							
0000022864	05/21/2021	LE3590200001	2100051352		10-5230-932-000-000-000-0000	15230932000000	261.00
<b>SASDCP-SHARPSVILLE AREA SCHOOL DISTRICT</b>							
0000022865	05/21/2021	LE3589900001	2100051377	SCHUMACHER	10-3250-330-000-000-000-VB70	330VB7	75.00
0000022865	05/21/2021	LE3589900002	2100051377	SCHUMACHER	10-3250-330-000-000-000-VB80	330VB8	30,000.00
<b>SASDCP-SHARPSVILLE AREA SCHOOL DISTRICT</b>							
0000022865	05/21/2021	LE3589900001	2100051377	SCHUMACHER	10-3250-330-000-000-000-VB70	330VB7	75.00
0000022865	05/21/2021	LE3589900002	2100051377	SCHUMACHER	10-3250-330-000-000-000-VB80	330VB8	30,000.00

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

06/18/2021 10:36:18 AM

Sharpsville Area School District

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

SCHMUACR-CRAIG SCHUMACHER		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	79.00
0000022866	05/21/2021 LE3590000002	2100051375	SCURPA	10-3250-330-000-000-000-VB80	330VB8
0000022866	05/21/2021 LE3590000001	2100051375	SCURPA	10-3250-330-000-000-000-VB70	330VB7
SCURPASC-SCOTT SCURPA		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	316.00
0000022867	05/21/2021 LE3590100001	2100051372	SEARLE	10-3250-330-000-000-000-BAJ0	330BAJ
0000022867	05/21/2021 LE3590100002	2100051372	SEARLE	10-3250-330-000-000-000-BAV0	330BAV
SEARLEST-STEPHEN SEARLE		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	318.00
0000022868	05/21/2021 LE3590300001	2100051358	SHOCKEY	10-3250-330-000-000-000-SBV0	330SBV
0000022868	05/21/2021 LE3590300002	2100051358	SHOCKEY	10-3250-330-000-000-000-SBJ0	330SBJ
SHOCKEKE-KEITH SHOCKEY		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	297.00
0000022869	05/21/2021 LE3590400001	2100051365	SNYDER	10-3250-330-000-000-000-BAV0	330BAV
0000022869	05/21/2021 LE3590400002	2100051365	SNYDER	10-3250-330-000-000-000-BAJ0	330BAJ
SNYDERGE-GEORGE SNYDER		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	111.00
0000022870	05/21/2021 LE3590500001	2100051354	SPILKER	10-2310-390-000-000-000-0000	12310390000000
SPILKELA-LAWRENCE J SPILKER		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	758.00
0000022871	05/21/2021 LE3590600001	2100051366	THORN	10-3250-330-000-000-000-BAV0	330BAV
THORNJA-JACK THORN		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	150.00
0000022872	05/21/2021 LE3590700001	2100051363	THRASHER	10-3250-330-000-000-000-BAJ0	330BAJ
THRASHCH-CHRISTOPHER THRASHER		Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	168.00
0000022873	05/21/2021 LE3590800001	2100051374	WHITE	10-3250-330-000-000-000-BAJ0	330BAJ

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

0000022873	05/21/2021	LE3590800002	2100051374	WHITE	10-3250-330-000-00-000-000-BAV0	330BAV	55.50
<b>WHITEWI-H. WILLIAM WHITE III</b>							
				Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	111.00
0000022874	05/21/2021	LE3590900001	2100051361	WHITTEN	10-3250-330-000-00-000-000-SBV0	330SBV	225.00
<b>WHITTERI-RICK WHITTEN</b>							
				Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:	225.00
0000022875	05/28/2021	LE3592900001	2100051388	Boston-06	10-0470-000-000-00-000-000-0000	10470	492.62
<b>BOSTONMU-BOSTON MUTUAL</b>							
				Remit ID R-1	Payment Date: 05/28/2021	Payment Amt:	492.62
0000022876	05/28/2021	LE3593000001	2100051389	544	10-0470-000-000-00-000-000-0000	10470	159.87
<b>CMREG-CM REGENT LLC</b>							
				Remit ID R-1	Payment Date: 05/28/2021	Payment Amt:	159.87
0000022877	05/28/2021	LE3593100001	2100051385	Crown-06	10-0470-000-000-00-000-000-0000	10470	154,460.64
0000022877	05/28/2021	LE3593200001	2100051387	CrownVis-06	10-0470-000-000-00-000-000-0000	10470	1,200.59
<b>CROWNBEA-CROWN BENEFITS ADMINISTRATION</b>							
				Remit ID R-1	Payment Date: 05/28/2021	Payment Amt:	155,661.23
0000022878	05/28/2021	LE3593300001	2100051380	71836872	10-2620-531-000-00-800-000-000-0000	1262053180 00000	27.47
0000022878	05/28/2021	LE3593300002	2100051380	71836872	10-2620-531-000-00-200-000-000-0000	1262053120 00000	22.94
0000022878	05/28/2021	LE3593300003	2100051380	71836872	10-2620-531-000-00-500-000-000-0000	1262053150 00000	15.15
<b>VERIZOBUS-VERIZON BUSINESS SERVICES</b>							
				Remit ID R-1	Payment Date: 05/28/2021	Payment Amt:	65.56
0005052021	05/05/2021	LE3594000001	2100051164	Harrisbank-05	10-2380-610-000-20-500-000-127-0000	1238061050 00000	119.90
0005052021	05/05/2021	LE3593800001	2100051258	Harrisbank-05	10-1290-610-000-00-000-000-201-0000	1129061000 00000	82.86
0005052021	05/05/2021	LE3593700001	2100051197	Harrisbank-05	10-1211-610-000-30-800-000-201-0000	1121161080 00000	8.99
0005052021	05/05/2021	LE3593700002	2100051197	Harrisbank-05	10-1233-610-000-30-800-000-201-0000	1123361080 00000	8.99
* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card							

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Dates: 05/01/2021 - 05/31/2021    Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

AMAZON-HARRIS BANK		Remit ID R-2	Payment Date: 05/05/2021	Payment Amt:	220.74
0005052022	05/05/2021 LE3593900004	2100051297	Harrisbank-05	10-2620-430-000-00-000-000-0000	1262043000 00000
0005052022	05/05/2021 LE3593500008	2100051342	Harrisbank-05	10-3210-580-000-20-500-000-127-0000	1321058050 00000
0005052022	05/05/2021 LE3593500003	2100051342	Harrisbank-05	10-2360-640-000-00-000-000-0000	1236064000 00000
0005052022	05/05/2021 LE3593600001	2100051290	Harrisbank-05	10-1110-610-000-30-800-260-137-0000	1110061080 26000
0005052022	05/05/2021 LE3593500002	2100051342	Harrisbank-05	10-1110-438-000-10-200-000-402-6100	1110043820 00061
0005052022	05/05/2021 LE3593900002	2100051297	Harrisbank-05	10-2360-610-000-00-000-000-0000	1236061000 00000
0005052022	05/05/2021 LE3593500004	2100051342	Harrisbank-05	10-2519-442-000-00-000-000-0000	1251944200 00000
0005052022	05/05/2021 LE3593500009	2100051342	Harrisbank-05	10-2620-610-000-30-800-000-0000	1262061080 00000
0005052022	05/05/2021 LE3593500007	2100051342	Harrisbank-05	10-2519-610-000-00-000-000-0000	1251961000 00000
0005052022	05/05/2021 LE3593900003	2100051297	Harrisbank-05	10-2620-610-000-00-000-000-0000	1262061000 00000
0005052022	05/05/2021 LE3593500005	2100051342	Harrisbank-05	10-2818-610-000-00-000-000-402-0000	1281861000 00000
0005052022	05/05/2021 LE3593500006	2100051342	Harrisbank-05	10-1500-610-986-10-200-000-000-4600	1150061020 00046
0005052022	05/05/2021 LE3593500001	2100051342	Harrisbank-05	10-2310-390-000-00-000-000-0000	1231039000 00000
0005052022	05/05/2021 LE3593900001	2100051297	Harrisbank-05	10-2620-610-000-00-000-000-0000	1262061000 00000
HARRISBA-HARRIS BANK			Remit ID R-1	Payment Date: 05/05/2021	Payment Amt:
0005062021	05/06/2021 LE3594200001	2100051272	PSEA-04	10-0470-000-000-00-000-000-0000	10470
0005062021	05/06/2021 LE3594200002	2100051272	PSEA-04	10-5800-272-000-00-000-000-0000	15800272

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 05/01/2021 - 05/31/2021 Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

PSEAHEW-PSEA HEALTH AND WELFARE FUND				Remit ID R-1	Payment Date: 05/06/2021	Payment Amt:
0005182021	05/18/2021	LE3594400001	2100051345	sasdpr-05	10-0462-000-00-000-000-0000	10462
SASDPR-SHARPSVILLE AREA SCHOOL DISTRICT				Remit ID R-1	Payment Date: 05/18/2021	Payment Amt:
0005202021	05/20/2021	LE3594500001	2100051350	VOYA-05	10-0460-000-00-000-000-0000	0200
0005202021	05/20/2021	LE3594500002	2100051350	VOYA-05	10-0471-000-00-000-000-0000	10471
VOYA-VOYA FINANCIAL INSTITUTIONAL PLAN SERVICES LLC				Remit ID R-1	Payment Date: 05/20/2021	Payment Amt:
0005212021	05/21/2021	LE3594700003	2100051307	71588961	10-2720-513-000-00-000-000-3500	127205130000035
0005212021	05/21/2021	LE3594700001	2100051307	71588961	10-2620-626-000-00-000-000-0000	126206260000000
0005212021	05/21/2021	LE3594700002	2100051307	71588961	10-3250-627-000-00-000-000-AD00	627AD
FLEETSE-WEX BANK				Remit ID R-1	Payment Date: 05/21/2021	Payment Amt:
0005222021	05/22/2021	LE3594900001	2100050947	HSA-05	10-2519-340-000-00-000-000-0000	125193400000000
HIGHMABLB-HIGHMARK BLUE CROSS BLUE SHIELD				Remit ID R-1	Payment Date: 05/22/2021	Payment Amt:
10 - GENERAL FUND						956,504.94

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Dates: 05/01/2021 - 05/31/2021    Omit Dates: 2021-05-17

Payment Categories: Regular Checks  
Sort: Payment Number

Grand Total All Funds	956,504.94
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	956,504.94
Grand Total All Payments	956,504.94

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021 Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Prot Ctr#	Invoice #	Account Code	ASN	Amount
0000022888	06/04/2021	LE3588100070	2100051414	435699	10-1110-562-000-20-500-000-109-0000	1110056250 00000	978.67
0000022888	06/04/2021	LE3588100071	2100051414	435699	10-1110-562-000-30-800-000-109-0000	1110056280 00000	978.67
<b>21CCCS-21ST CENTURY CYBER CHARTER SCL</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	1,957.34
0000022889	06/15/2021	LE3588100108	2100051440	2557	10-1110-430-000-30-800-000-137-0000	1110043080 00000	540.00
0000022889	06/08/2021	LE3588100083	2100051399	2097	10-1110-430-000-20-500-000-127-0000	1110043050 00000	421.00
<b>3ZSIN-3Z's INSTRUMENTS</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	961.00
0000022890	06/17/2021	LE3588100191	2100051464	721113	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,957.34
<b>AGORACYC-AGORA CYBER CHARTER SCHOOL</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	1,957.34
0000022891	06/17/2021	LE3588100193	2100051463	MAY2021	10-2350-330-000-00-000-000-000-0000	1235033000 00000	1,845.00
0000022891	06/17/2021	LE3588100192	2100051463	MAY2021	10-2350-330-271-00-000-000-000-2200	1235033000 00022	555.00
<b>ANDREWPR-ANDREWS &amp; PRICE</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	2,400.00
0000022892	06/18/2021	LE3588100210	2100051497	APR.MAY2021	10-3250-330-000-00-000-000-000-SBV0	330SBV	150.00
<b>ANZEVIAU-AUDRA ANZEVINO</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	150.00
0000022893	06/15/2021	LE3588100109	2100051453	EP00042968	10-2120-340-000-30-800-000-137-0000	1212034080 00000	5,590.00
<b>APEXAMS-AP EXAMS</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	5,590.00
0000022894	05/25/2021	LE3588100017	2100051156	1242799	10-1110-610-000-30-800-000-000-4500	1110061080 00045	2,195.84
<b>AWISHCOTR-A WISH COME TRUE</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	2,195.84

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022895	06/03/2021	LE3588100021	2100051120	1423455	10-3210-610-000-30-800-000-137-2300	1321061080 00023	27.52
0000022895	06/03/2021	LE3588100022	2100051120	1418525	10-3210-610-000-30-800-000-137-2300	1321061080 00023	27.02
<b>BALFOU-BALFOUR</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>54.54</b>
0000022896	06/18/2021	LE3588100199	2100051505	KENNEDY10.22.2 0	10-3250-330-000-00-000-000-BBG8	330BBG8	51.00
<b>BEBLOCU-CURTIS BEBLO</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>51.00</b>
0000022897	06/17/2021	LE3588100164	2100051477	16500	10-2620-430-000-00-000-000-0000	1262043000 00000	230.00
<b>BELLSPOR-BELLS PORTABLE RESTROOMS INC</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>230.00</b>
0000022898	06/08/2021	LE3588100084	2100051395	BB12695	10-1110-650-000-00-000-000-4500	1110065000 00045	6,950.00
<b>BIRDBRTE-BIRDBRAIN TECHNOLOGIES LLC</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>6,950.00</b>
0000022899	06/04/2021	LE3588100069	2100051415	APRIL2021	10-1290-561-000-30-800-000-109-0000	1129056180 00000	2,640.00
<b>BRADFOASD-BRADFORD AREA SCHOOL DISTRICT</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>2,640.00</b>
0000022900	05/17/2021	LE3588100004	2100051351	155601SSD	10-1500-323-987-00-000-000-000-4800	1150032300 00048	100.33
0000022900	05/17/2021	LE3588100003	2100051351	155601SSD	10-1500-323-988-00-000-000-000-4900	1150032300 00049	81.00
0000022900	05/17/2021	LE3588100002	2100051351	155601SSD	10-1500-323-986-00-000-000-000-4600	1150039000 00046	(2.33)
<b>BRAINBALW-BRAIN BALANCE OF WEXFORD</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>179.00</b>
0000022901	06/18/2021	LE3588100197	2100051347		10-1110-650-987-00-000-000-000-4800	1110065000 00048	19,250.00
0000022901	06/18/2021	LE3588100198	2100051347		10-1110-650-000-30-800-000-402-6100	1110065080 00061	15,125.00

## FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

BYTESP-BYTESPEED		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022902	06/17/2021	LE3588100157	2100051478	SVL 2020-9	10-1225-330-000-30-800-000-109-0000
					1122533080
					00000
0000022902	06/17/2021	LE3588100158	2100051478	SVL 2020-9	10-1290-330-000-10-200-000-109-0000
					1129033020
					00000
0000022902	06/17/2021	LE3588100160	2100051478	SVL 2020-9	10-1290-330-000-30-800-000-109-0000
					1129033080
					00000
0000022902	06/17/2021	LE3588100159	2100051478	SVL 2020-9	10-1290-330-000-20-500-000-109-0000
					1129033050
					00000
0000022902	06/17/2021	LE3588100162	2100051478	SVL 2020-9	10-1290-330-000-20-500-000-109-0000
					1129033050
					00000
0000022902	06/17/2021	LE3588100161	2100051478	SVL 2020-9	10-1290-330-000-10-200-000-109-0000
					1129033020
					00000
0000022902	06/17/2021	LE3588100156	2100051478	SVL 2020-9	10-1225-330-000-10-200-000-109-0000
					1122533020
					00000
0000022902	06/17/2021	LE3588100163	2100051478	SVL 2020-9	10-1290-330-000-30-800-000-109-0000
					1129033080
					00000
<b>CAPABLK-CAPABLE KIDS LLC</b>					
0000022903	06/17/2021	LE3588100171	2100051474	166482	10-2620-610-000-00-000-000-000-0000
					1262061000
					00000
<b>CASTLEMAP-CASTLE MAINTENANCE PRODUCTS</b>					
0000022904	06/10/2021	LE3588100089	2100051353	D674840	10-1110-650-000-10-200-000-402-6100
					1110065020
					00061
0000022904	06/14/2021	LE3588100104	2100051153	B463680	10-1500-650-986-10-200-000-000-4600
					1150065020
					00046
0000022904	06/14/2021	LE3588100103	2100051153	B435602	10-1500-650-986-10-200-000-000-4600
					1150065020
					00046
0000022904	06/14/2021	LE3588100105	2100051153	B435602	10-1500-650-987-10-200-000-000-4800
					1150065020
					00048
0000022904	06/14/2021	LE3588100107	2100051153	B470989	10-1500-650-988-10-200-000-000-4900
					1150065020
					00049
					<b>34,375.00</b>
					5,156.25
					2,062.50
					1,743.75
					825.00
					487.50
					356.25
					225.00
					37.50
					<b>10,893.75</b>
		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022903	06/17/2021	LE3588100171	2100051474	166482	10-2620-610-000-00-000-000-000-0000
					1262061000
					00000
		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022904	06/10/2021	LE3588100089	2100051353	D674840	10-1110-650-000-10-200-000-402-6100
					1110065020
					00061
0000022904	06/14/2021	LE3588100104	2100051153	B463680	10-1500-650-986-10-200-000-000-4600
					1150065020
					00046
0000022904	06/14/2021	LE3588100103	2100051153	B435602	10-1500-650-986-10-200-000-000-4600
					1150065020
					00046
0000022904	06/14/2021	LE3588100105	2100051153	B435602	10-1500-650-987-10-200-000-000-4800
					1150065020
					00048
0000022904	06/14/2021	LE3588100107	2100051153	B470989	10-1500-650-988-10-200-000-000-4900
					1150065020
					00049
					<b>13,500.00</b>
					3,703.20
					505.70
					501.67
					255.00

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021 Check Numbers: 000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022904	06/14/2021	LE3588100106	2100051153	B435602	10-1500-650-988-10-200-000-000-4900	1150065020 00049	150.00
0000022904	06/14/2021	LE3588100102	2100051336	D945116	10-1110-650-986-00-000-000-000-4600	1110065000 00046	25.41
<b>CDWGO-CDW GOVERNMENT INC.</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>18,640.98</b>
0000022905	06/18/2021	LE3606800002	2100051506	0011258092	10-3250-617-000-00-000-000-000-TRV0	617TRV	6,160.00
0000022905	06/18/2021	LE3606800001	2100051510	CAMPBELL.APR2 021	10-3250-617-000-00-000-000-000-TRV0	617TRV	3,008.00
<b>CHAMPTeam-CHAMPION TEAMWEAR</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>9,168.00</b>
0000022906	06/17/2021	LE3588100155	2100051479	MAY.JUN2021	10-2360-635-000-00-000-000-000-0000	1236063500 00000	118.76
0000022906	06/17/2021	LE3588100154	2100051479	MAY.JUN2021	10-2360-610-000-00-000-000-000-0000	1236061000 00000	41.67
<b>CHENEYDA-DARLENE CHENEY</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>160.43</b>
0000022907	06/17/2021	LE3588100151	2100051480	722792	10-1110-562-000-10-200-000-109-0000	1110056220 00000	1,957.34
0000022907	06/17/2021	LE3588100152	2100051480	722792	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,957.34
0000022907	06/17/2021	LE3588100153	2100051480	722792	10-1110-562-000-30-800-000-109-0000	1110056280 00000	978.68
<b>COMMONCHA-COMMONWEALTH CHARTER ACADEMY</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>4,893.36</b>
0000022908	06/03/2021	LE3588100031	2100051397	105	10-3210-390-000-20-500-000-127-0000	1321039050 00000	650.00
<b>CONSTAMA-MARTHA ANASTASIA CONSTANT</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>650.00</b>
0000022909	06/04/2021	LE3588100068	2100051416	2020-2021	10-1442-569-000-10-200-000-109-0000	1144256920 00000	23,200.00
<b>CRAYYOF-CRAY YOUTH AND FAMILY SERVICES INC.</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>23,200.00</b>

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0000022910	06/08/2021	LE3588100081	2100050786	SASD-0149	10-2519-340-000-00-000-000-0000	1251934000 00000	34.21
0000022910	06/08/2021	LE3588100082	2100050786	SASD-0149	10-2519-340-000-00-000-000-0000	1251934000 00000	30.79
<b>CROWNBEA-CROWN BENEFITS ADMINISTRATION</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>65.00</b>
0000022911	06/11/2021	LE3588100100	2100050862	72813684	10-1110-448-000-10-200-000-117-0000	1110044820 00000	1,023.00
0000022911	06/11/2021	LE3588100098	2100050862	72813684	10-1110-448-000-20-500-000-127-0000	1110044850 00000	833.00
0000022911	06/11/2021	LE3588100099	2100050862	72813684	10-1110-448-000-30-800-000-137-0000	1110044880 00000	833.00
0000022911	06/11/2021	LE3588100097	2100050862	72813684	10-2380-448-000-20-500-000-127-0000	1238044850 00000	100.00
0000022911	06/11/2021	LE3588100096	2100050862	72813684	10-2380-448-000-10-200-000-117-0000	1238044820 00000	87.00
0000022911	06/11/2021	LE3588100095	2100050862	72813684	10-2380-448-000-30-800-000-137-0000	1238044880 00000	39.00
0000022911	06/11/2021	LE3588100093	2100050862	72813684	10-2360-448-000-00-000-000-0000	1236044800 00000	35.00
0000022911	06/11/2021	LE3588100094	2100050862	72813684	10-2519-448-000-00-000-000-0000	1251944800 00000	35.00
0000022911	06/11/2021	LE3588100091	2100050862	72813684	10-2250-448-000-30-800-000-137-0000	1225044880 00000	5.00
0000022911	06/11/2021	LE3588100092	2100050862	72813684	10-2260-448-000-00-000-000-201-0000	1226044800 00000	5.00
<b>DELAGELAF-DE LAGE LANDEN FINANCIAL SERVICES INC</b>							
				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>2,995.00</b>
0000022912	06/17/2021	LE3588100148	2100051481	236261	10-1110-448-000-10-200-000-117-0000	1110044820 00000	160.10
0000022912	06/04/2021	LE3588100066	2100051417	235684	10-1110-448-000-20-500-000-127-0000	1110044850 00000	158.84
0000022912	06/17/2021	LE3588100149	2100051481	236263	10-1110-448-000-20-500-000-127-0000	1110044850 00000	118.35

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0000022912	06/04/2021	LE3588100067	2100051417	235682	10-1110-448-000-10-200-000-117-0000	1110044820 00000	78.19
0000022912	06/04/2021	LE3588100065	2100051417	235685	10-1110-448-000-20-500-000-127-0000	1110044850 00000	56.15
0000022912	06/17/2021	LE3588100150	2100051481	236264	10-1110-448-000-20-500-000-127-0000	1110044850 00000	38.98
0000022912	06/17/2021	LE3588100145	2100051481	236262	10-2360-448-000-00-000-000-000-0000	1236044800 00000	2.40
0000022912	06/17/2021	LE3588100146	2100051481	236262	10-2519-448-000-00-000-000-000-0000	1251944800 00000	2.39
0000022912	06/04/2021	LE3588100063	2100051417	235683	10-2519-448-000-00-000-000-000-0000	1251944800 00000	1.05
0000022912	06/04/2021	LE3588100062	2100051417	235683	10-2360-448-000-00-000-000-000-0000	1236044800 00000	1.05
0000022912	06/04/2021	LE3588100064	2100051417	235682	10-1110-448-000-20-500-000-127-0000	1110044850 00000	0.01
0000022912	06/17/2021	LE3588100147	2100051481	236263	10-1110-448-000-10-200-000-117-0000	1110044820 00000	0.01
DIRECTIM-DIRECT IMAGE							617.52
0000022913	06/16/2021	LE3588100116	2100051460	JUNE2021	10-1110-610-000-30-800-240-137-0000	1110061080 24000	217.84
0000022913	06/04/2021	LE3588100074	2100051408	MAY2021	10-1110-610-000-30-800-240-137-0000	1110061080 24000	211.74
0000022913	05/18/2021	LE3588100013	2100051355	05254931	10-2360-635-000-00-000-000-000-0000	1236063500 00000	69.09
0000022913	06/04/2021	LE3588100073	2100051408	MAY2021	10-1211-610-000-30-800-000-201-0000	1121161080 00000	26.17
DONOFROC-DONOFRIO'S FOOD CENTER							524.84
0000022914	06/18/2021	LE3606800003	2100051508	2021TRACK.FIEL D	10-3250-810-000-00-000-000-000-TRV0	810TRV	75.00
DZURICBAR-BARBARA DZURICKSO							75.00

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0000022915	06/18/2021	LE3588100196	2100051394	12296	10-1110-650-000-000-000-4500	1110065000 00045	1,300.00
<b>EDPUZZ-EDPUZZLE</b>							
			<b>Remit ID R-1</b>		<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>1,300.00</b>
0000022916	06/04/2021	LE3588100061	2100051418	F89A971C-0001	10-2360-610-000-000-000-0000	1236061000 00000	97.00
<b>EDUCATWE-EDUCATION WEEK</b>							
			<b>Remit ID R-1</b>		<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>97.00</b>
0000022917	05/25/2021	LE3588100019	2100051305	074955	10-2380-610-000-20-500-000-127-0000	1238061050 00000	128.00
0000022917	05/24/2021	LE3588100016	2100051378	074952	10-1110-610-000-30-800-121-137-0000	1110061080 12100	53.00
0000022917	05/25/2021	LE3588100020	2100051296	052093	10-2380-610-000-20-500-000-127-0000	1238061050 00000	44.00
0000022917	05/25/2021	LE3588100018	2100051346	074955	10-2380-610-000-20-500-000-127-0000	1238061050 00000	32.00
0000022917	06/17/2021	LE3588100189	2100051465	075000	10-1110-610-000-30-800-000-137-0000	1110061080 00000	30.00
<b>ENGRAVPL-THE ENGRAVING PLACE</b>							
			<b>Remit ID R-1</b>		<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>287.00</b>
0000022918	06/17/2021	LE3588100175	2100051473	166633	10-2620-610-000-00-000-000-0000	1262061000 00000	1,189.47
0000022918	06/17/2021	LE3588100174	2100051473	167055	10-2620-610-000-00-000-000-0000	1262061000 00000	313.65
0000022918	06/17/2021	LE3588100176	2100051473	166250	10-2620-610-000-00-000-000-0000	1262061000 00000	176.54
0000022918	06/17/2021	LE3588100173	2100051473	167430	10-2620-610-000-00-000-000-0000	1262061000 00000	142.57
0000022918	06/17/2021	LE3588100172	2100051473	167633	10-2620-610-000-00-000-000-0000	1262061000 00000	52.24
<b>EQUIPA-EQUIPARTS</b>							
			<b>Remit ID R-1</b>		<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>1,874.47</b>
0000022919	06/04/2021	LE3588100060	2100051419	APRIL2021	10-2720-513-000-00-000-000-3700	1272051300 00037	1,782.00

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0000022919	06/04/2021	LE3588100059	2100051419	APRIL2021	10-2750-513-000-00-000-000-0000	1275051300 00000	1,744.00
0000022919	06/04/2021	LE3588100058	2100051419	APRIL2021	10-2720-513-271-00-000-000-000-2200 00022	1272051300 00000	1,462.00
<b>ERDOSTR-ERDOS TRANSPORT SERVICES</b>							
0000022920	06/08/2021	LE3588100080	00050057	134625	10-2620-340-000-00-000-000-0000	1262034000 00000	30.00
<b>ERICRY-THE ERIC RYAN CORPORATION</b>							
0000022921	06/04/2021	LE3588100057	2100051420	Q906870296	10-3210-525-000-00-000-000-0000	1321052500 00000	100.00
<b>ERIEINE-ERIE INSURANCE</b>							
0000022922	06/17/2021	LE3588100179	2100051469	172479	10-2620-610-000-00-000-000-0000	1262061000 00000	5,028.66
0000022922	06/17/2021	LE3588100181	2100051469	172397	10-2620-610-000-00-000-000-0000	1262061000 00000	514.00
0000022922	06/17/2021	LE3588100180	2100051469	172445	10-2620-610-000-00-000-000-0000	1262061000 00000	439.00
0000022922	06/17/2021	LE3588100178	2100051469	172507	10-2620-610-000-00-000-000-0000	1262061000 00000	367.30
0000022922	06/17/2021	LE3588100182	2100051469	172038	10-2620-610-000-00-000-000-0000	1262061000 00000	198.75
<b>FAGANSAS-FAGAN SANITARY SUPPLY</b>							
0000022923	06/04/2021	LE3588100034	2100051073	852200F	10-2250-640-000-10-200-000-117-0000	1225064020 00000	1,768.53
0000022923	06/08/2021	LE3588100085	2100051069	849150F	10-2250-640-000-20-500-000-127-0000	1225064050 00000	1,039.85
<b>FOLLETSCS-FOLLETT SCHOOL SOLUTIONS INC</b>							
0000022924	06/10/2021	LE3588100087	2100051443	1473242-0	10-2310-610-000-00-000-000-0000	1231061000 00000	48.20
							<b>2,808.38</b>
							<b>6,547.71</b>

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<b>FRIENDBUS-FRIENDS OFFICE</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	48.20
0000022925	05/17/2021 LE3588100005	00050712	JUNE2021	10-2620-538-000-00-000-000-0000	1262053800 00000
<b>GRANDYJA-JARED GRANDY</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	50.00
0000022926	06/17/2021 LE3588100177	2100051470	19208	10-2620-430-000-00-000-000-0000	1262043000 00000
<b>GREENELI-GREEN ELEVATOR INSPECTION CO.</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	75.00
0000022927	06/18/2021 LE3606800004	2100051507	MCACCHAMP202 1	10-3250-810-000-00-000-000-000-TRM0	810TRM
<b>GREENVTRC-GREENVILLE TRACK CLUB</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	90.00
0000022928	06/15/2021 LE3588100114	00050104	478833	10-2620-430-000-00-000-000-0000	1262043000 00000
<b>HERSHEXS-HERSH EXTERMINATING SERVICE INC.</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	146.00
0000022929	05/17/2021 LE3588100006	00050108	JUNE2021	10-2620-538-000-00-000-000-0000	1262053800 00000
<b>HOAGLAWA-WADE HOAGLAND</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	50.00
0000022930	05/17/2021 LE3588100007	00050109	JUNE2021	10-2620-538-000-00-000-000-0000	1262053800 00000
<b>HOUCKCA-CAROL HOUCK</b>		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	25.00
0000022931	06/17/2021 LE3588100185	2100051466	1495	10-2620-430-000-00-000-000-0000	1262043000 00000
0000022931	06/17/2021 LE3588100186	2100051466	1340	10-2620-430-000-00-000-000-0000	1262043000 00000
0000022931	06/17/2021 LE3588100187	2100051466	1412	10-2620-430-000-00-000-000-0000	1262043000 00000
0000022931	06/17/2021 LE3588100188	2100051466	1251	10-2620-430-000-00-000-000-0000	1262043000 00000

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<b>HUZZYSRE-HUZZY'S REFRIGERATION INC</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>1,944.00</b>
0000022932	06/07/2021 LE3588100076	2100051439	1471378	10-2310-390-000-000-000-0000	1231039000 00000
<b>IMXMEM-IMX MEDICAL MGMT SERVICES</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>2,095.00</b>
0000022933	06/17/2021 LE3588100144	2100051482	721693	10-1290-562-000-20-500-000-109-0000	1129056250 00000
<b>INSIGHTPAC-INSIGHT PA CYBER CHARTER SCHOOL</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>2,069.33</b>
0000022934	06/17/2021 LE3588100143	2100051483	2100001031	10-1110-562-000-30-800-000-109-0000	1110056280 00000
0000022934	06/17/2021 LE3588100140	2100051483	2100001031	10-1290-562-000-20-500-000-109-0000	1129056250 00000
0000022934	06/17/2021 LE3588100142	2100051483	2100001031	10-1110-562-000-20-500-000-109-0000	1110056250 00000
0000022934	06/17/2021 LE3588100141	2100051483	2100001031	10-1290-562-000-30-800-000-109-0000	1129056280 00000
<b>KEYSTOEDC-KEYSTONE EDUCATION CENTER</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>27,221.72</b>
0000022935	06/15/2021 LE3588100111	2100051451	SHS060221	10-3210-635-000-30-800-000-137-0000	1321063580 00000
<b>KONAICOFY-KONA-ICE OF YOUNGSTOWN</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>630.00</b>
0000022936	06/17/2021 LE3588100184	2100051467	9308457634	10-2620-610-000-00-000-000-0000	1262061000 00000
<b>LAWSONPR-LAWSON PRODUCTS</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>478.73</b>
0000022937	06/04/2021 LE3588100075	2100051392	2297	10-1110-650-000-00-000-000-4500	1110065000 00045
<b>LEARNIEX-LEARNING EXPLORER, LLC</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>6,747.00</b>
0000022938	06/17/2021 LE3588100190	2100051383	506997	10-0481-000-000-00-000-000-0000	10481
					889.25

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<b>LIBRARST-THE LIBRARY STORE</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>889.25</b>
0000022939	06/04/2021 LE3588100056	2100051421	MAY2021	10-1110-562-000-30-800-000-109-0000	1,957.35
<b>LINCOLNPP-THE LINCOLN PARK PERFORMING</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>1,957.35</b>
0000022940	06/03/2021 LE3588100027	2100051405	SMS5292021	10-0484-000-00-000-000-000-0000	43.75
<b>LOCKSTB-LOCK STOCK AND BARREL</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>43.75</b>
0000022941	05/17/2021 LE3588100008	00050110	JUNE2021	10-2620-538-000-00-000-000-000-0000	25.00
<b>MARSHAH-HEIDI MARSHALL</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>25.00</b>
0000022942	06/18/2021 LE3588100201	2100051503	HICKORY05.20.2 1	10-3250-330-000-00-000-000-000-SBMS 330SBM	51.00
<b>MARSHARI-RICH MARSHALL</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>51.00</b>
0000022943	06/18/2021 LE3588100209	2100051498	HICKORY05.22.2 1	10-3250-330-000-00-000-000-000-SBV0 330SBV	37.50
0000022943	06/18/2021 LE3588100208	2100051498	HICKORY05.22.2 1	10-3250-330-000-00-000-000-000-SBJ0 330SBJ	37.50
<b>MATSKOCH-CHARLES MATSKO</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>75.00</b>
0000022944	06/18/2021 LE3588100211	2100051496	APR.MAY2021	10-3250-330-000-00-000-000-000-BAV0 330BAV	175.00
<b>MEHLERGE-GEORGE MEHLER</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>175.00</b>
0000022945	06/17/2021 LE3588100139	2100051484	2020- 2021SPECED	10-1290-564-000-30-800-000-109-0000	5,485.60
<b>MERCERCOC-MERCER COUNTY CAREER CENTER</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>5,485.60</b>
0000022946	06/15/2021 LE3588100110	2100051452	30806	10-3210-610-000-30-800-000-137-2300	254.76
<b>MINUTEPR-MINUTEMAN PRESS</b>		<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>254.76</b>

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**Bank Account:** GF - GENERAL FUND    **Payment Date:** 2021-06-21  
**Due Dates:** 06/21/2021 - 06/21/2021    **Check Numbers:** 0000022888 - 0000022979  
**Payment Categories:** Regular Checks, Direct Deposits, Credit Cards  
**Sort:** Payment Number

0000022947	05/24/2021	LE3588100015	2100051379	CHIORACC2021	10-3210-390-000-30-800-000-137-0000	1321039080	400.00
MURRAYMA-MAUREEN MURRAY-JAKLIC							
0000022948	06/10/2021	LE3588100086	2100051193	62309	10-2270-360-000-00-000-000-0000	1227036000	1,895.98
NAVIGA360-NAVIGATE360, LLC							
0000022949	06/10/2021	LE3588100090	2100051442	3062536	10-3210-610-000-30-800-000-137-2300	1321061080	89.46
0000022949	06/16/2021	LE3588100117	2100051459	3071625	10-3210-610-000-30-800-000-137-2300	1321061080	47.17
OAKHAI-OAK HALL INDUSTRIES L.P.							
0000022950	06/18/2021	LE3588100203	2100051501	04.15.05.18.2021	10-3250-330-000-00-000-000-000-SBMS	330SBM	102.00
OSTHEIMA-MARK OSTHEIMER							
0000022951	06/18/2021	LE3588100202	2100051502	05.18.20.2021	10-3250-330-000-00-000-000-000-SBMS	330SBM	102.00
PACSIGE-GENE PACSI							
0000022952	06/04/2021	LE3588100054	2100051422	720048	10-1110-562-000-20-500-000-109-0000	1110056250	1,850.53
0000022952	06/04/2021	LE3588100055	2100051422	720048	10-1110-562-000-30-800-000-109-0000	1110056280	1,850.52
PAVIC-PA VIRTUAL CHARTER SCHOOL							
0000022953	06/04/2021	LE3588100053	2100051423	16169	10-1110-329-000-30-800-000-000-0000	1110032980	1,396.50
0000022953	06/17/2021	LE3588100134	2100051485	1000016523	10-1110-329-000-30-800-000-000-0000	1110032980	1,263.50
0000022953	06/17/2021	LE3588100132	2100051485	1000016523	10-1110-329-000-10-200-000-000-0000	1110032920	1,263.50
0000022953	06/04/2021	LE3588100040	2100051425	16403	10-1110-329-000-10-200-000-000-0000	1110032920	1,197.00

\* - Non-Negotiable Disbursement      + - Procurement Card Non-Negotiable      # - Payable within Payment      P - Prenote      D - Direct Deposit      C - Credit Card

06/18/2021 11:40:30 AM      Sharpville Area School District      Page 12 of 19

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021 Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022953	06/04/2021	LE3588100051	2100051423	16169	10-1110-329-000-10-200-000-000-0000	1110032920 00000	1,115.87
0000022953	06/04/2021	LE3588100052	2100051423	16169	10-1110-329-000-20-500-000-000-0000	1110032950 00000	1,064.00
0000022953	06/04/2021	LE3588100046	2100051424	16286	10-1110-329-000-10-200-000-000-0000	1110032920 00000	953.52
0000022953	06/04/2021	LE3588100041	2100051425	16403	10-1110-329-000-20-500-000-000-0000	1110032950 00000	931.00
0000022953	06/17/2021	LE3588100130	2100051486	1000016642	10-1110-329-000-30-800-000-000-0000	1110032980 00000	931.00
0000022953	06/04/2021	LE3588100048	2100051424	16286	10-1110-329-000-20-500-000-000-0000	1110032950 00000	906.87
0000022953	06/17/2021	LE3588100129	2100051486	1000016642	10-1110-329-000-20-500-000-000-0000	1110032950 00000	864.50
0000022953	06/17/2021	LE3588100133	2100051485	1000016523	10-1110-329-000-20-500-000-000-0000	1110032950 00000	864.50
0000022953	06/04/2021	LE3588100042	2100051425	16403	10-1110-329-000-30-800-000-000-0000	1110032980 00000	731.50
0000022953	06/17/2021	LE3588100131	2100051486	1000016642	10-1241-329-000-10-200-000-000-0000	1124132920 00000	532.00
0000022953	06/17/2021	LE3588100138	2100051485	1000016523	10-2250-329-000-00-000-000-000-0000	1225032900 00000	266.00
0000022953	06/04/2021	LE3588100044	2100051425	16403	10-2380-329-000-30-800-000-000-0000	1238032980 00000	255.36
0000022953	06/04/2021	LE3588100043	2100051425	16403	10-1241-329-000-10-200-000-000-0000	1124132920 00000	199.50
0000022953	06/04/2021	LE3588100050	2100051424	16286	10-2380-329-000-30-800-000-000-0000	1238032980 00000	135.66
0000022953	06/17/2021	LE3588100128	2100051486	1000016642	10-1110-329-000-10-200-000-000-0000	1110032920 00000	133.00
0000022953	06/04/2021	LE3588100045	2100051425	16403	10-2440-329-000-10-200-000-000-0000	1244032920 00000	133.00
0000022953	06/17/2021	LE3588100136	2100051485	1000016523	10-1241-329-000-10-200-000-000-0000	1124132920 00000	133.00

\* - Non-Negotiable Disbursement      + - Procurement Card Non-Negotiable      # - Payable within Payment      P - Prenote      D - Direct Deposit      C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022953	06/04/2021	LE3588100049	2100051424	16286	10-1241-329-000-20-500-000-000-0000	1124132950 00000	133.00
0000022953	06/17/2021	LE3588100137	2100051485	1000016523	10-1241-329-000-20-500-000-000-0000	1124132950 00000	66.50
0000022953	06/17/2021	LE3588100135	2100051485	1000016523	10-1233-329-000-10-200-000-000-0000	1123332920 00000	47.88
0000022953	06/04/2021	LE3588100047	2100051424	16286	10-1110-329-000-30-800-000-000-0000	1110032980 00000	(455.31)
PRECISHUR-PRECISION HUMAN RESOURCE SOLUTIONS    Remit ID R-1    Payment Date: 06/21/2021    Payment Amt: 15,062.85							
0000022954	06/03/2021	LE3588100030	2100051401	322179847A	10-2120-340-000-30-800-000-137-0000	1212034080 00000	918.00
PSAT-COLLEGE ENTRANCE EXAMINATION BOARD    Remit ID R-1    Payment Date: 06/21/2021    Payment Amt: 918.00							
0000022955	06/03/2021	LE3588100025	2100051391	BUCHGRASS202 1POS	10-3100-230-000-00-000-000-000-0000	1310023000 00000	923.10
0000022955	06/03/2021	LE3588100026	2100051391	BUCHGRASS202 1POS	10-1110-230-000-30-800-000-000-0000	1110023080 00000	35.64
PSERS-PUBLIC SCHOOL EMPLOYEES'    Remit ID R-1    Payment Date: 06/21/2021    Payment Amt: 958.74							
0000022956	06/17/2021	LE3588100124	2100051488	722277	10-1110-562-000-10-200-000-109-0000	1110056220 00000	3,914.69
0000022956	06/17/2021	LE3588100125	2100051488	722277	10-1110-562-000-30-800-000-109-0000	1110056280 00000	3,914.69
0000022956	06/17/2021	LE3588100123	2100051488	722277	10-1290-562-000-20-500-000-109-0000	1129056250 00000	2,069.33
0000022956	06/17/2021	LE3588100122	2100051488	722277	10-1290-562-000-10-200-000-109-0000	1129056220 00000	2,069.32
0000022956	06/17/2021	LE3588100126	2100051488	722277	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,957.35
REACHCYC-REACH CYBER CHARTER SCHOOL    Remit ID R-1    Payment Date: 06/21/2021    Payment Amt: 13,925.38							
0000022957	06/14/2021	LE3588100101	2100051398	7868	10-2360-610-000-00-000-000-000-0000	1236061000 00000	98.50

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
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 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

REGISTEX-REGISTRY FOR EXCELLENCE			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022958	05/17/2021	LE3588100009	00050111	JUNE2021	10-2620-538-000-00-000-000-0000	98.50
ROBERTJAL-JAIME L. ROBERTS						
			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022959	06/17/2021	LE3588100183	2100051468	1001852834	10-2620-430-000-00-500-000-0000	50.00
ROTHBR-ROTH BROS INC						
			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022960	06/04/2021	LE3588100039	2100051426	DEJULIAGETTY	10-0484-000-000-00-000-000-0000	410.61
SASDACT-SHARPSVILLE AREA SCHOOL DIST.						
			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022961	06/15/2021	LE3588100113	2100051450	26	10-3210-635-000-30-800-000-137-0000	60.00
0000022961	06/15/2021	LE3588100112	2100051450	27	10-3210-635-000-30-800-000-137-0000	277.66
0000022961	06/03/2021	LE3588100023	2100051390	14	10-2360-635-000-00-000-000-0000	239.00
0000022961	06/03/2021	LE3588100028	2100051404	20	10-0484-000-000-00-000-000-0000	128.80
0000022961	06/03/2021	LE3588100024	2100051390	15	10-2360-635-000-00-000-000-0000	100.00
0000022961	06/03/2021	LE3588100029	2100051403	21	10-3210-635-000-20-500-000-127-0000	28.20
0000022961	06/03/2021	LE3588100033	2100051295	17	10-3210-635-000-20-500-000-127-0000	18.00
SASDCAF-SHARPSVILLE AREA SCHOOL DIST.						
			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022962	06/10/2021	LE3588100088	2100051400	0503280-IN	10-1110-762-000-30-800-000-137-0000	8.00
SAWSAM-SAW SALES & MACHINERY CO.						
			Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	
0000022963	06/17/2021	LE3588100169	2100051476	2531887	10-2620-610-000-00-000-000-0000	799.66
					1110076280	5,649.00
					00000	
					1262061000	5,649.00
					00000	
					1262061000	93.93

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022963	06/17/2021	LE3588100165	2100051476	2566800	10-2620-610-000-00-000-0000-0000	1262061000 00000	41.88
0000022963	06/17/2021	LE3588100166	2100051476	2557024	10-2620-610-000-00-000-0000-0000	1262061000 00000	23.14
0000022963	06/17/2021	LE3588100167	2100051476	2557023	10-2620-610-000-00-000-0000-0000	1262061000 00000	11.38
0000022963	06/17/2021	LE3588100168	2100051476	2557025	10-2620-610-000-00-000-0000-0000	1262061000 00000	8.16
<b>SCOTTEL-SCOTT ELECTRIC</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	178.49
0000022964	06/07/2021	LE3588100077	2100051433	226	10-2310-549-000-00-000-0000-0000	1231054900 00000	655.27
0000022964	06/07/2021	LE3588100078	2100051433	227	10-2310-549-000-00-000-0000-0000	1231054900 00000	54.87
<b>SHARONHE-SHARON HERALD CO.</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	710.14
0000022965	05/17/2021	LE3588100001	2100051348	GETTYXFR2021	10-0484-000-000-00-000-0000-0000	10484	2,170.71
<b>SHARPSBAB-SHARPSVILLE BAND BOOSTERS</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	2,170.71
0000022966	06/04/2021	LE3588100072	2100051413	MSJUNE2021	10-2380-610-000-20-500-000-127-0000	1238061050 00000	90.00
<b>SHARPSFLS-SHARPSVILLE FLORAL SHOP</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	90.00
0000022967	06/04/2021	LE3588100035	2100051430	JULY012021	10-2310-390-000-00-000-0000-0000	1231039000 00000	7,500.00
<b>SHEARA-RACHELLE SHEA</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	7,500.00
0000022968	06/18/2021	LE3588100200	2100051504	09.17.2020	10-3250-330-000-00-000-0000-CCV0	330CCV	75.00
<b>SNYDERST-STEVE SNYDER</b>							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	75.00
0000022969	06/18/2021	LE3606800007	2100051509	STAATHL2021	10-3250-513-000-00-000-0000-TRV0	513TRV	4,468.76
0000022969	06/04/2021	LE3588100037	2100051428	27427097	10-1290-390-890-00-000-0000-201-5900	1129039000 00059	1,477.60

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021 Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

0000022969	06/04/2021	LE3588100038	2100051427	27427096	10-2720-513-000-00-000-000-3700	1272051300 00037	1,304.60
0000022969	06/18/2021	LE3606800008	2100051509	STAATHL2021	10-3250-513-000-00-000-000-SBV0	513SBV	1,220.76
0000022969	06/18/2021	LE3606800009	2100051509	STAATHL2021	10-3250-513-000-00-000-000-SBJ0	513SBJ	1,220.74
0000022969	06/18/2021	LE3606800005	2100051509	STAATHL2021	10-3250-513-000-00-000-000-BAV0	513BAV	996.78
0000022969	06/18/2021	LE3606800006	2100051509	STAATHL2021	10-3250-513-000-00-000-000-BAJ0	513BAJ	996.76
0000022969	06/18/2021	LE3606800010	2100051509	STAATHL2021	10-3250-513-000-00-000-000-SBMS	513SBM	164.07
0000022969	06/18/2021	LE3606800011	2100051509	STAATHL2021	10-3250-513-000-00-000-000-VB70	513VB7	164.07
0000022969	06/18/2021	LE3606800012	2100051509	STAATHL2021	10-3250-513-000-00-000-000-VB80	513VB8	164.07
<b>STA-STA CENTRAL REGION</b>				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>12,178.21</b>
0000022970	06/17/2021	LE3588100127	2100051487	20020.2021	10-2350-330-000-00-000-000-0000	1235033000 00000	2,156.25
0000022970	05/17/2021	LE3588100010	00050105	JUNE2021	10-2350-330-000-00-000-000-0000	1235033000 00000	583.33
<b>TESONEROJ-ROBERT J. TESONE</b>				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>2,739.58</b>
0000022971	06/18/2021	LE3588100204	2100051500	WM04.15.2021	10-3250-330-000-00-000-000-SBMS	330SBM	51.00
<b>THRASHCH-CHRISTOPHER THRASHER</b>				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>51.00</b>
0000022972	06/17/2021	LE3588100170	2100051475	71660738	10-2620-610-000-00-000-000-0000	1262061000 00000	77.56
<b>TIFCOIN-TIFCO INDUSTRIES</b>				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>77.56</b>
0000022973	06/15/2021	LE3588100115	00050106	337946301060621	10-2220-538-000-00-000-000-402-0000	1222053800 00000	440.00
<b>TIMEWAC-TIME WARNER CABLE-NORTHEAST</b>				<b>Remit ID R-1</b>	<b>Payment Date: 06/21/2021</b>	<b>Payment Amt:</b>	<b>440.00</b>
0000022974	05/21/2021	LE3588100014	00050058	1191624	10-2620-411-000-00-000-000-0000	1262041100 00000	785.00

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
 Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

TRICOUNI-TRI-COUNTY INDUSTRIES INC		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	785.00
0000022975	06/04/2021 LE3588100036	2100051429	0898696	10-2350-330-271-00-000-000-2200 00022	10,000.00
UTICANAL-UTICA NATIONAL INSURANCE GROUP		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	10,000.00
0000022976	06/03/2021 LE3588100032	2100051396	25797	10-0484-000-00-000-000-0000	672.95
0000022976	06/07/2021 LE3588100079	2100051411	25806	10-0485-000-00-000-000-0000	146.50
VALLEYSIS-VALLEY SILK SCREENING		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	819.45
0000022977	06/17/2021 LE3588100121	2100051489	20.21SUPEREXP	10-2360-580-000-00-000-000-0000	133.17
0000022977	05/17/2021 LE3588100012	00050112	JUNE2021	10-2620-538-000-00-000-000-0000	50.00
0000022977	06/17/2021 LE3588100120	2100051489	20.21SUPEREXP	10-2360-635-000-00-000-000-0000	11.94
VANNOYJO-JOHN VANNOY		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	195.11
0000022978	06/17/2021 LE3588100119	2100051490	MAY2021	10-1224-323-000-30-800-000-109-0000	1,641.50
0000022978	06/17/2021 LE3588100118	2100051490	MAY2021	10-1224-323-000-20-500-000-109-0000	122.50
WESTERPEP-WESTERN PENNSYLVANIA SCHOOL FOR BLIND CHILDREN		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	1,764.00
0000022979	06/18/2021 LE3588100207	2100051499	051821.102220	10-3250-330-000-00-000-000-BBG8	51.00
0000022979	06/18/2021 LE3588100206	2100051499	051821.102220	10-3250-330-000-00-000-000-BAJ0	37.50
0000022979	06/18/2021 LE3588100205	2100051499	051821.102220	10-3250-330-000-00-000-000-BAV0	37.50
WHITTERI-RICK WHITTEN		Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	126.00
10 - GENERAL FUND					285,147.84

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND    Payment Date: 2021-06-21  
Due Dates: 06/21/2021 - 06/21/2021    Check Numbers: 0000022888 - 0000022979  
Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
Sort: Payment Number

Grand Total All Funds	285,147.84
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	285,147.84
Grand Total All Payments	285,147.84

# FUND ACCOUNTING PAYMENT REGISTER

Bank Account: BO - CAPITAL PROJECT FUND Payment Dates: 06/21/2021 - 06/21/2021

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards  
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr/In	Invoice #	Account Code	ASN	Amount
0000000273	06/21/2021	LE3606400001	2100051493	May/June	39-4600-390-000-00-800-000-0000	CP460039080	2,300.00
DUNLEVMAS-DUNLEVY MANAGEMENT SERVICES LLC							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	2,300.00
0000000274	06/21/2021	LE3606500001	2100051435	15	39-4600-450-000-00-800-000-0000-CP1G	CP4600450801	23,682.82
HUDSONCO-HUDSON CONSTRUCTION INC.							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	23,682.82
0000000275	06/21/2021	LE3606600001	2100051491	201389629	39-4600-529-000-00-000-000-0000	CP4600529	2,441.00
UTICANAI-UTICA NATIONAL INSURANCE GROUP							
				Remit ID R-1	Payment Date: 06/21/2021	Payment Amt:	2,441.00
39 - CAPITAL PROJECT FUND							28,423.82
Grand Total All Funds							28,423.82
Grand Total Credit Cards							0.00
Grand Total Direct Deposits							0.00
Grand Total Manual Checks							0.00
Grand Total Other Disbursement Non-negotiables							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							0.00
Grand Total Regular Checks							28,423.82
Grand Total All Payments							28,423.82

\* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

**SHARPSVILLE AREA SCHOOL DISTRICT  
TREASURER'S REPORT  
GENERAL FUND ACCOUNT**

**MAY 31, 2021**

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2021		
CHECKING - GENERAL	\$ 402,894.49	\$ 218,815.84
INDEXED MONEY MARKET	1,797,032.65	1,017,478.18
PA GOV TRUST	1,048,433.12	645,187.10
PA GOV TRUST-I SHARES	10,952.94	10,946.81
INDEXED MONEY MARKET-Restricted	<u>100,313.14</u>	<u>100,000.00</u>
 FUNDS AVAILABLE APRIL 30, 2021	 \$ 3,359,626.34	 \$ 1,992,427.93
 RECEIPTS - MAY		
GENERAL REVENUE	333,832.22	15,010,602.38
ACCOUNT'S RECEIVABLE	<u>9,275.32</u>	<u>1,765,337.22</u>
 TOTAL RECEIPTS - MAY	 343,107.54	 16,775,939.60
 DISBURSEMENTS - MAY		
GENERAL EXPENSES	1,603,634.16	15,030,683.72
ACCT'S PAYABLE	<u>(207,316.36)</u>	<u>1,431,267.73</u>
 TOTAL DISBURSEMENTS MAY	 <u>(1,396,317.80)</u>	 <u>(16,461,951.45)</u>
 FUNDS AVAILABLE MAY 31, 2021	 \$ 2,306,416.08	 \$ 2,306,416.08
 DISTRIBUTION OF FUNDS:		
CHECKING - GENERAL	360,295.80	
INDEXED MONEY MARKET	1,797,322.14	
PA GOV TRUST	37,515.71	
PA GOV TRUST-I SHARES	10,953.13	
INDEXED MONEY MARKET-RESTRICED	<u>100,329.30</u>	
 FUNDS AVAILABLE MAY 31, 2021	 \$ 2,306,416.08	

**SHARPSVILLE AREA SCHOOL DISTRICT  
TREASURER'S REPORT  
GENERAL FUND ACCOUNT**

**MAY 31, 2021**

<b>INDEXED MONEY MARKET ACCOUNT</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.21%</b>
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FUNDS AVAILABLE APRIL 30, 2021	\$	1,797,032.65
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5/31/2021	INVESTMENT #15	<u>289.49</u>
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FUNDS AVAILABLE MAY 31, 2021	\$	1,797,322.14
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<b>PA GOVERNMENT TRUST INVESTMENTS</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.01%</b>
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FUNDS AVAILABLE APRIL 30, 2021	\$	1,048,433.12
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5/5/2021	TO CHECKING	(1,157.99)
5/18/2021	TO CHECKING	(1,025,000.00)
5/21/2021	INVESTMENT #46	22,366.42
5/27/2021	INVESTMENT #47	92,869.39
5/28/2021	TO CHECKING	(100,000.00)
5/31/2021	INVESTMENT #48	<u>4.77</u>

FUNDS AVAILABLE MAY 31, 2021	\$	37,515.71
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<b>PA GOVERNMENT TRUST I SHARES INVESTMENTS</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.02%</b>
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FUNDS AVAILABLE APRIL 30, 2021	\$	10,952.94
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31-May-21	INVESTMENT #11	<u>0.19</u>
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FUNDS AVAILABLE MAY 31, 2021	\$	10,953.13
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<b>INDEXED MONEY MARKET ACCOUNT-RESTRICTED</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.21%</b>
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FUNDS AVAILABLE APRIL 30, 2021	\$	100,313.14
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5/31/2021	INVESTMENT #11	<u>16.16</u>
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FUNDS AVAILABLE MAY 31, 2021	\$	100,329.30
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# SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 6/3/2021 2:11:51 PM

Bank Account ID: GF Statement Date: 05/31/2021

<b>Bank Statement Beginning Balance as of 05/01/2021</b>	<b>459,992.30</b>
<b>Cleared Transactions</b>	
Payments and Other Debits - 133 Items	(1,558,948.70)
Deposits and Other Credits - 27 Items	1,678,587.12
<b>Bank Statement Ending Balance as of 05/31/2021</b>	<b>579,630.72</b>
<b>Cleared Ending Balance</b>	<b>579,630.72</b>
<b>Difference</b>	<b>0.00</b>
<b>Outstanding Transactions</b>	
Payments and Other Debits - 33 Items	(221,505.31)
Deposits and Other Credits - 2 Items	2,170.39
<b>Balance as of 05/31/2021</b>	<b>360,295.80</b>
<b>Voided This Statement Period - 5 Items</b>	<b>(10,017.82)</b>

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1100							
100	PERSONNEL SERV-SALARIES	4,240,415.00	357,898.43	3,194,966.18	0.00	1,045,448.82	75.35
200	PERSONNEL EMPL BENEFITS	2,862,489.00	234,664.77	2,190,504.40	35.64	671,948.96	76.53
300	PURCHASED PROF & TECH	206,072.00	10,157.21	195,582.37	0.00	10,489.63	94.91
400	PURCHASED PROPERTY SVC	47,437.00	2,768.90	32,536.77	3,110.00	11,790.23	75.15
500	OTHER PURCHASED SERVICE	262,796.00	36,607.84	353,580.69	0.00	(90,784.69)	134.55
600	SUPPLIES	227,978.00	169,736.49	301,495.78	89,732.09	(163,249.87)	171.61
700	PROPERTY	0.00	0.00	0.00	5,399.00	(5,399.00)	0.00
800	OTHER OBJECTS	4,755.00	0.00	70.00	0.00	4,685.00	1.47
	<b>SUB FUNCTION TOTAL</b>	<b>7,851,942.00</b>	<b>811,833.64</b>	<b>6,268,736.19</b>	<b>98,276.73</b>	<b>1,484,929.08</b>	<b>81.09</b>
1200	<b>GENERAL FUND - SPEC PROG ELEMEN/SECOND</b>						
100	PERSONNEL SERV-SALARIES	1,069,245.00	90,488.11	776,663.33	0.00	292,581.67	72.64
200	PERSONNEL EMPL BENEFITS	860,657.00	68,006.64	648,445.06	0.00	212,211.94	75.34
300	PURCHASED PROF & TECH	337,721.00	30,262.31	199,951.17	0.00	137,769.83	59.21
400	PURCHASED PROPERTY SVC	1,000.00	0.00	0.00	0.00	1,000.00	0.00
500	OTHER PURCHASED SERVICE	380,296.00	35,335.71	243,095.15	0.00	137,200.85	63.92
600	SUPPLIES	36,270.00	4,663.73	11,030.12	0.00	25,239.88	30.41
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	3,150.00	0.00	303.00	250.00	2,597.00	17.56
	<b>SUB FUNCTION TOTAL</b>	<b>2,688,339.00</b>	<b>228,756.50</b>	<b>1,879,487.83</b>	<b>250.00</b>	<b>808,601.17</b>	<b>69.92</b>
1300	<b>GENERAL FUND - VOCATIONAL EDUCATION</b>						
500	OTHER PURCHASED SERVICE	427,693.00	30,593.00	336,547.14	0.00	91,145.86	78.69
	<b>SUB FUNCTION TOTAL</b>	<b>427,693.00</b>	<b>30,593.00</b>	<b>336,547.14</b>	<b>0.00</b>	<b>91,145.86</b>	<b>78.69</b>
1400	<b>GENERAL FUND - OTHER INSTRUCTION PROG</b>						
100	PERSONNEL SERV-SALARIES	10,000.00	0.00	0.00	0.00	10,000.00	0.00
200	PERSONNEL EMPL BENEFITS	4,368.00	0.00	0.00	0.00	4,368.00	0.00

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding End	Balance	YTD% Used
300	PURCHASED PROF & TECH	12,394.00	0.00	0.00	0.00	12,394.00	0.00
500	OTHER PURCHASED SERVICE	14,032.00	901.50	817.01	0.00	13,214.99	5.82
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>40,794.00</b>	<b>901.50</b>	<b>817.01</b>	<b>0.00</b>	<b>39,976.99</b>	<b>2.00</b>
1500	<b>GENERAL FUND - NONPUBLIC SCHOOL PGMS</b>						
300	PURCHASED PROF & TECH	16,163.00	179.00	1,026.00	0.00	15,137.00	6.35
600	SUPPLIES	0.00	16.93	16.93	5,115.57	(5,132.50)	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>16,163.00</b>	<b>195.93</b>	<b>1,042.93</b>	<b>5,115.57</b>	<b>10,004.50</b>	<b>38.10</b>
2100	<b>GENERAL FUND - SUPPORT SERV-PUPIL PERS</b>						
100	PERSONNEL SERV-SALARIES	321,362.00	26,965.09	237,474.63	0.00	83,887.37	73.90
200	PERSONNEL EMPL BENEFITS	230,578.00	18,768.09	175,117.50	0.00	55,460.50	75.95
300	PURCHASED PROF & TECH	40,356.00	0.00	5,111.00	0.00	35,245.00	12.66
500	OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	4,378.00	0.00	3,359.34	121.00	897.66	79.50
	<b>SUB FUNCTION TOTAL</b>	<b>596,674.00</b>	<b>45,733.18</b>	<b>421,062.47</b>	<b>121.00</b>	<b>175,490.53</b>	<b>70.59</b>
2200	<b>GENERAL FUND - SUPPORT SERVICES-INSTRU</b>						
100	PERSONNEL SERV-SALARIES	154,500.00	23,311.63	131,347.55	0.00	23,152.45	85.01
200	PERSONNEL EMPL BENEFITS	101,942.00	13,363.39	89,612.39	0.00	12,329.61	87.91
300	PURCHASED PROF & TECH	82,018.00	44,718.69	55,186.09	1,895.98	24,935.93	69.60
400	PURCHASED PROPERTY SVC	7,811.00	10.00	7,461.26	10.00	339.74	95.65
500	OTHER PURCHASED SERVICE	7,488.00	440.00	5,362.00	638.00	1,488.00	80.13
600	SUPPLIES	60,321.00	1,964.47	67,461.74	4,965.55	(12,106.29)	120.07
700	PROPERTY	8,590.00	0.00	8,335.27	0.00	254.73	97.03
800	OTHER OBJECTS	100.00	0.00	80.00	0.00	20.00	80.00
	<b>SUB FUNCTION TOTAL</b>	<b>422,770.00</b>	<b>83,808.18</b>	<b>364,846.30</b>	<b>7,509.53</b>	<b>50,414.17</b>	<b>88.08</b>

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2300	GENERAL FUND - SUPPORT SERVICES-ADMIN						
100	PERSONNEL SERV-SALARIES	615,142.00	50,720.61	551,967.64	0.00	63,174.36	89.73
200	PERSONNEL EMPL BENEFITS	394,077.00	31,534.27	352,042.42	0.00	42,034.58	89.33
300	PURCHASED PROF & TECH	81,377.00	11,337.41	98,878.17	0.00	(17,501.17)	121.51
400	PURCHASED PROPERTY SVC	3,132.00	261.00	2,883.20	261.00	(12.20)	100.39
500	OTHER PURCHASED SERVICE	24,968.00	622.82	14,189.65	0.00	10,778.35	56.83
600	SUPPLIES	29,510.00	761.89	22,226.98	255.50	7,027.52	76.19
800	OTHER OBJECTS	8,452.00	258.50	6,275.94	0.00	2,176.06	74.25
	SUB FUNCTION TOTAL	1,156,658.00	95,496.50	1,048,464.00	516.50	107,677.50	90.69
2400	GENERAL FUND - SUPP SVC-PUBLIC HEALTH						
100	PERSONNEL SERV-SALARIES	101,545.00	9,215.30	77,087.67	0.00	24,457.33	75.91
200	PERSONNEL EMPL BENEFITS	84,112.00	7,245.17	67,354.68	0.00	16,757.32	80.08
300	PURCHASED PROF & TECH	3,013.00	0.00	1,585.50	0.00	1,427.50	52.62
500	OTHER PURCHASED SERVICE	309.00	0.00	309.00	0.00	0.00	100.00
600	SUPPLIES	1,571.00	0.00	1,249.58	0.00	321.42	79.54
	SUB FUNCTION TOTAL	190,550.00	16,460.47	147,586.43	0.00	42,963.57	77.45
2500							
100	PERSONNEL SERV-SALARIES	134,029.00	10,822.25	119,044.75	0.00	14,984.25	88.82
200	PERSONNEL EMPL BENEFITS	98,356.00	7,776.75	85,839.28	0.00	12,516.72	87.27
300	PURCHASED PROF & TECH	22,615.00	142.74	24,332.79	85.32	(1,803.11)	107.97
400	PURCHASED PROPERTY SVC	1,150.00	81.99	949.56	35.00	165.44	85.61
500	OTHER PURCHASED SERVICE	2,150.00	0.00	427.91	0.00	1,722.09	19.90
600	SUPPLIES	1,690.00	140.78	961.37	0.00	728.63	56.89
800	OTHER OBJECTS	300.00	0.00	265.00	0.00	35.00	88.33
	SUB FUNCTION TOTAL	260,290.00	18,964.51	231,820.66	120.32	28,349.02	89.11
2600							

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
100	PERSONNEL SERV-SALARIES	633,652.00	48,869.18	518,484.30	0.00	115,167.70	81.82
200	PERSONNEL EMPL BENEFITS	474,132.00	33,246.67	376,105.03	0.00	98,026.97	79.32
300	PURCHASED PROF & TECH	54,533.00	30.00	52,793.94	30.00	1,709.06	96.87
400	PURCHASED PROPERTY SVC	172,513.00	3,795.59	214,357.15	11,114.29	(52,958.44)	130.70
500	OTHER PURCHASED SERVICE	75,902.00	813.14	77,013.09	350.00	(1,461.09)	101.92
600	SUPPLIES	597,494.00	23,970.62	345,293.52	12,381.57	239,818.91	59.86
700	PROPERTY	138,236.00	0.00	187,361.96	0.00	(49,125.96)	135.54
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		2,146,462.00	110,725.20	1,771,408.99	23,875.86	351,177.15	83.64
2700							
500	OTHER PURCHASED SERVICE	514,903.00	39,099.29	385,428.65	0.00	129,474.35	74.85
SUB FUNCTION TOTAL		514,903.00	39,099.29	385,428.65	0.00	129,474.35	74.85
2800	GENERAL FUND - SUPPORT SVCS-CENTRAL						
100	PERSONNEL SERV-SALARIES	155,413.00	14,211.30	147,651.42	0.00	7,761.58	95.01
200	PERSONNEL EMPL BENEFITS	90,483.00	6,110.75	72,342.35	0.00	18,140.65	79.95
300	PURCHASED PROF & TECH	2,700.00	0.00	2,223.80	0.00	476.20	82.36
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500	OTHER PURCHASED SERVICE	1,850.00	0.00	0.00	0.00	1,850.00	0.00
600	SUPPLIES	200.00	22.88	22.88	0.00	177.12	11.44
800	OTHER OBJECTS	595.00	0.00	0.00	0.00	595.00	0.00
SUB FUNCTION TOTAL		251,241.00	20,344.93	222,240.45	0.00	29,000.55	88.46
2900							
500	OTHER PURCHASED SERVICE	8,500.00	0.00	7,894.23	0.00	605.77	92.87
SUB FUNCTION TOTAL		8,500.00	0.00	7,894.23	0.00	605.77	92.87
3100	GENERAL FUND - FOOD SERVICES						

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
100	PERSONNEL SERV-SALARIES	0.00	18,168.24	37,181.44	0.00	(37,181.44)	0.00
200	PERSONNEL EMPL BENEFITS	0.00	7,354.42	16,293.92	923.10	(17,217.02)	0.00
500	OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>0.00</b>	<b>25,522.66</b>	<b>53,475.36</b>	<b>923.10</b>	<b>(54,398.46)</b>	<b>0.00</b>
3200	<b>GENERAL FUND - STUDENT ACTIVITIES</b>						
100	PERSONNEL SERV-SALARIES	190,483.00	19,067.46	149,469.74	0.00	41,013.26	78.47
200	PERSONNEL EMPL BENEFITS	82,963.00	8,170.50	59,020.38	0.00	23,942.62	71.14
300	PURCHASED PROF & TECH	85,454.00	6,623.84	35,329.04	24,050.00	26,074.96	69.49
400	PURCHASED PROPERTY SVC	8,100.00	0.00	6,800.82	0.00	1,299.18	83.96
500	OTHER PURCHASED SERVICE	47,226.00	3,548.02	20,959.91	0.00	26,266.09	44.38
600	SUPPLIES	65,973.00	474.81	36,859.25	1,054.21	28,059.54	57.47
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	15,215.00	170.00	3,224.75	0.00	11,990.25	21.19
	<b>SUB FUNCTION TOTAL</b>	<b>495,414.00</b>	<b>38,054.63</b>	<b>311,663.89</b>	<b>25,104.21</b>	<b>158,645.90</b>	<b>67.98</b>
4100	<b>GENERAL FUND - SITE ACQUISITION SVCS</b>						
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
4200	<b>GENERAL FUND - EXISTING SITE IMPROVE</b>						
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
4600	<b>GENERAL FUND - EXISTING BLDG IMPROVE</b>						
100	PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200	PERSONNEL EMPL BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5100	<b>GENERAL FUND - OTHER EXPEND &amp; FINANCE</b>						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	49,358.00	0.00	49,358.00	0.00	0.00	100.00
900	OTHER USES OF FUNDS	105,000.00	0.00	105,000.00	0.00	0.00	100.00
	<b>SUB FUNCTION TOTAL</b>	<b>154,358.00</b>	<b>0.00</b>	<b>154,358.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
5200	<b>GENERAL FUND - FUND TRANSFERS</b>						
900	OTHER USES OF FUNDS	1,358,522.00	30,000.00	1,401,043.76	0.00	(42,521.76)	103.13
	<b>SUB FUNCTION TOTAL</b>	<b>1,358,522.00</b>	<b>30,000.00</b>	<b>1,401,043.76</b>	<b>0.00</b>	<b>(42,521.76)</b>	<b>103.13</b>
5300	<b>GENERAL FUND - SUSPENSE ACCOUNT</b>						
100	PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200	PERSONNEL EMPL BENEFITS	0.00	7,144.04	22,759.43	1.00	(22,760.43)	0.00
300	PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>0.00</b>	<b>7,144.04</b>	<b>22,759.43</b>	<b>1.00</b>	<b>(22,760.43)</b>	<b>0.00</b>
5900	<b>GENERAL FUND - BUDGETARY RESERVE</b>						
800	OTHER OBJECTS	50,000.00	0.00	0.00	0.00	50,000.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>
6100	<b>GENERAL FUND - TAXES LEVIED BY THE LEA</b>						
000	.	(5,582,094.00)	(143,195.29)	(5,643,467.78)	0.00	61,373.78	101.10
	<b>SUB FUNCTION TOTAL</b>	<b>(5,582,094.00)</b>	<b>(143,195.29)</b>	<b>(5,643,467.78)</b>	<b>0.00</b>	<b>61,373.78</b>	<b>101.10</b>
6400	<b>GENERAL FUND - DELINQUENCIES TAXES LEV</b>						
000	.	(179,559.00)	(29,744.31)	(273,514.44)	0.00	93,955.44	152.33
	<b>SUB FUNCTION TOTAL</b>	<b>(179,559.00)</b>	<b>(29,744.31)</b>	<b>(273,514.44)</b>	<b>0.00</b>	<b>93,955.44</b>	<b>152.33</b>

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
6500	GENERAL FUND - EARNINGS ON INVESTMENTS						
000		(20,000.00)	(320.45)	(6,022.88)	0.00	(13,977.12)	30.11
900	OTHER USES OF FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>SUB FUNCTION TOTAL</b>	<b>(20,000.00)</b>	<b>(320.45)</b>	<b>(6,022.88)</b>	<b>0.00</b>	<b>(13,977.12)</b>	<b>30.11</b>
6700	GENERAL FUND - REV FROM STUDENT ACT						
000		(43,268.00)	0.00	(6,939.00)	0.00	(36,329.00)	16.04
	<b>SUB FUNCTION TOTAL</b>	<b>(43,268.00)</b>	<b>0.00</b>	<b>(6,939.00)</b>	<b>0.00</b>	<b>(36,329.00)</b>	<b>16.04</b>
6800	GENERAL FUND - REV FROM INTERMEDIATE						
000		(178,886.00)	(43,381.54)	(266,540.98)	0.00	87,654.98	149.00
	<b>SUB FUNCTION TOTAL</b>	<b>(178,886.00)</b>	<b>(43,381.54)</b>	<b>(266,540.98)</b>	<b>0.00</b>	<b>87,654.98</b>	<b>149.00</b>
6900	GENERAL FUND - OTHER REV FROM LOCAL						
000		(326,840.00)	(1,954.82)	(204,189.95)	0.00	(122,650.05)	62.47
	<b>SUB FUNCTION TOTAL</b>	<b>(326,840.00)</b>	<b>(1,954.82)</b>	<b>(204,189.95)</b>	<b>0.00</b>	<b>(122,650.05)</b>	<b>62.47</b>
7100	GENERAL FUND - BASIC INSTRUCT & OPER						
000		(6,845,206.00)	(92,869.39)	(5,087,135.41)	0.00	(1,758,070.59)	74.32
	<b>SUB FUNCTION TOTAL</b>	<b>(6,845,206.00)</b>	<b>(92,869.39)</b>	<b>(5,087,135.41)</b>	<b>0.00</b>	<b>(1,758,070.59)</b>	<b>74.32</b>
7200	GENERAL FUND - SUBSIDIES SPECIAL ED						
000		(789,934.00)	0.00	(599,205.00)	0.00	(190,729.00)	75.86
	<b>SUB FUNCTION TOTAL</b>	<b>(789,934.00)</b>	<b>0.00</b>	<b>(599,205.00)</b>	<b>0.00</b>	<b>(190,729.00)</b>	<b>75.86</b>
7300	GENERAL FUND - SUBSIDIES NON-ED PGMS						
000		(1,748,264.00)	0.00	(1,398,539.11)	0.00	(349,724.89)	80.00
	<b>SUB FUNCTION TOTAL</b>	<b>(1,748,264.00)</b>	<b>0.00</b>	<b>(1,398,539.11)</b>	<b>0.00</b>	<b>(349,724.89)</b>	<b>80.00</b>
7500	GENERAL FUND - EXTRA GRANTS						
000		(239,259.00)	0.00	(251,791.50)	0.00	12,532.50	105.24

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
7800	GENERAL FUND - SUBSIDIES ST PAID BENE						
000		(1,803,344.00)	0.00	(667,973.40)	0.00	(1,135,370.60)	37.04
	SUB FUNCTION TOTAL	(1,803,344.00)	0.00	(667,973.40)	0.00	(1,135,370.60)	37.04
8500	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000		(392,812.00)	(21,300.63)	(285,887.86)	0.00	(106,924.14)	72.78
	SUB FUNCTION TOTAL	(392,812.00)	(21,300.63)	(285,887.86)	0.00	(106,924.14)	72.78
8600	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
8700							
000		(110,000.00)	(1,065.79)	(326,872.91)	0.00	216,872.91	297.16
	SUB FUNCTION TOTAL	(110,000.00)	(1,065.79)	(326,872.91)	0.00	216,872.91	297.16
8800	GENERAL FUND - MED ASSIST REIMBURSE						
000		(105,700.00)	0.00	7,477.84	0.00	(113,177.84)	(7.07)
	SUB FUNCTION TOTAL	(105,700.00)	0.00	7,477.84	0.00	(113,177.84)	(7.07)
9200	GENERAL FUND - PROCEEDS EXTENDED TERM						
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9300	GENERAL FUND - INTERFUND TRANSFERS						
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9400	GENERAL FUND - SALE OF FIXED ASSETS						
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00

# Condensed Board Summary Report

Fund: 10  
From 05/01/2021 To 05/31/2021  
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
000	.	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
Fund 10 Totals							
	Total Expenditure	17,068,393.00	1,566,490.12	13,452,522.53	161,812.82	3,454,057.65	79.76
	Total Other Expenditure	1,562,880.00	37,144.04	1,578,161.19	1.00	(15,282.19)	100.98
	Total Revenue	(18,365,166.00)	(333,832.22)	(15,010,602.38)	0.00	(3,354,563.62)	81.73
	Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
		266,107.00	1,269,801.94	20,081.34	161,813.82	84,211.84	

# Condensed Board Summary Report

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
Total Expenditure	17,068,393.00	1,566,490.12	13,452,522.53	161,812.82	3,454,057.65	79.76
Total Other Expenditure	1,562,880.00	37,144.04	1,578,161.19	1.00	(15,282.19)	100.98
Total Revenue	(18,365,166.00)	(333,832.22)	(15,010,602.38)	0.00	(3,354,563.62)	81.73
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	266,107.00	1,269,801.94	20,081.34	161,813.82	84,211.84	

**SHARPSVILLE AREA SCHOOL DISTRICT  
TREASURER'S REPORT  
CAPITAL RESERVE ACCOUNT**

**MAY 31, 2021**

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2021	\$35,891.54	\$35,779.57
RECEIPTS - MAY		
5/31/2021 MAY INTEREST	5.78	
TOTAL RECEIPTS - MAY	5.78	117.75
DISBURSEMENTS - MAY		
NO DISBURSEMENTS		
TOTAL DISBURSEMENTS MAY	<u>0.00</u>	<u>0.00</u>
FUNDS AVAILABLE MAY 31, 2021	<u>\$35,897.32</u>	<u>\$35,897.32</u>

**SUMMARY OF CAPITAL RESERVE FUNDS**

CHECKING	37.13	
MONEY MARKET ACCOUNT [CURRENT INTEREST RATE: .21%]	<u>35,860.19</u>	
FUNDS AVAILABLE MAY 31, 2021		\$ 35,897.32

**SHARPSVILLE AREA SCHOOL DISTRICT  
TREASURER'S REPORT  
CAPITAL PROJECT FUND**

**MAY 31, 2021**

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2021	\$1,102,047.79	\$5,662,647.04
RECEIPTS - MAY		
5/25/2021      TRANSFERS IN FROM GENERAL FUND	30,000.00	
5/31/2021      MAY INTEREST	<u>18.78</u>	
TOTAL RECEIPTS - MAY	30,018.78	33,599.60
DISBURSEMENTS - MAY		
5/17/2021      CK #270 DUNLEVY MANAGEMENT SVCS	800.00	
5/17/2021      CK #271 ECKLES ARCHITECTURE	7,762.50	
5/17/2021      CK #272 KURTZ BROS	<u>10,000.00</u>	
TOTAL DISBURSEMENTS MAY	<u>18,562.50</u>	<u>4,582,742.57</u>
FUNDS AVAILABLE MAY 31, 2021	\$1,113,504.07	\$1,113,504.07

**SUMMARY OF CAPITAL PROJECT FUNDS**

PLGIT ARM ACCOUNT (CURRENT RATE: .02%)	<u>1,113,504.07</u>	
FUNDS AVAILABLE MAY 31, 2021		\$1,113,504.07

# STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 81 - ACTIVITY FUND From 05/01/2021 to 05/31/2021

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Ending Balance
81-0496-000-00-800-000-000-2019					
-	1,356.82	0.00	0.00	0.00	1,356.82
81-0496-000-00-800-000-000-2020					
-	0.00	0.00	0.00	0.00	0.00
81-0496-000-00-800-000-000-2021					
-	2,214.59	0.00	0.00	0.00	2,214.59
81-0496-000-00-800-000-000-2022					
-	2,052.30	180.00	0.00	0.00	2,232.30
81-0496-000-00-800-000-000-2023					
-	178.50	488.90	0.00	0.00	667.40
81-0496-000-00-800-000-000-BBBC					
-	0.19	0.00	0.00	0.00	0.19
81-0496-000-00-800-000-000-BOOK					
-	108.00	0.00	0.00	0.00	108.00
81-0496-000-00-800-000-000-CHES					
-	412.74	0.00	0.00	0.00	412.74
81-0496-000-00-800-000-000-CHOI					
-	2,769.13	0.00	(945.00)	0.00	1,824.13
81-0496-000-00-800-000-000-DADV					
-	107.34	0.00	0.00	0.00	107.34
81-0496-000-00-800-000-000-DLOG					
-	6,973.06	2,304.25	(131.88)	0.00	9,145.43
81-0496-000-00-800-000-000-FBCH					
-	342.07	0.00	0.00	0.00	342.07
81-0496-000-00-800-000-000-FCCL					

# STUDENT ACTIVITY ACCOUNT SUMMARY

-	1,017.68	140.00	0.00	0.00	1,157.68
81-0496-000-00-800-000-000-INTE					
-	123.41	5.99	0.00	0.00	129.40
81-0496-000-00-800-000-000-LEAD					
-	785.21	0.00	0.00	0.00	785.21
81-0496-000-00-800-000-000-NHEL					
-	1,305.10	0.00	0.00	0.00	1,305.10
81-0496-000-00-800-000-000-NHSH					
-	64.55	295.00	(292.00)	0.00	67.55
81-0496-000-00-800-000-000-ROBO					
-	56.18	0.00	0.00	0.00	56.18
81-0496-000-00-800-000-000-SCIE					
-	747.15	0.00	0.00	0.00	747.15
81-0496-000-00-800-000-000-SPAN					
-	1,001.50	0.00	0.00	0.00	1,001.50
81-0496-000-00-800-000-000-STUC					
-	1,133.19	0.00	0.00	0.00	1,133.19
81-0496-000-00-800-000-000-TECH					
-	154.75	0.00	0.00	0.00	154.75
81-0496-000-00-800-000-000-TEEN					
-	3,956.64	620.50	(239.52)	0.00	4,337.62
81-0496-000-00-800-000-000-THES					
-	19,293.15	1,366.76	0.00	0.00	20,659.91
81-0496-000-00-800-000-000-TRAC					
-	2,047.33	0.00	(538.70)	0.00	1,508.63
81-0496-000-00-800-000-000-UNIS					
-	65.00	205.00	(205.00)	0.00	65.00

# STUDENT ACTIVITY ACCOUNT SUMMARY

81-0496-000-00-800-000-000-WRCH

-	603.39	0.00	0.00	603.39
<b>INSTRUCTIONAL ORG 00 TOTALS</b>				
	48,868.97	5,606.40	(2,352.10)	52,123.27
<b>FUND 81 TOTALS</b>				
	48,868.97	5,606.40	(2,352.10)	52,123.27
<b>GRAND TOTALS</b>				
	48,868.97	5,606.40	(2,352.10)	52,123.27

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2019					
					0.00
				Beginning Balance:	1,356.82
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,356.82

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2020					
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	0.00

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2021					
					0.00
				Beginning Balance:	2,214.59
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	2,214.59

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2022					
05/28/2021	RV3597000004			PROM TICKET MONEY	60.00
05/28/2021	RV3597000005			PROM TICKET SALES	120.00
					180.00
				Beginning Balance:	2,052.30
				Receipts:	180.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	2,232.30

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2023					
05/28/2021	RV35970000003			FUNDRAISER THELMA'S DINE & DONATE CLASS OF 2023 SOPHOMORE	488.90
				Beginning Balance:	178.50
				Receipts:	488.90
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	667.40

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-BBBC					
					0.00
					0.19
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	0.19

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-BOOK					
					0.00
					108.00
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	108.00

**STUDENT ACTIVITY STATEMENT**

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-CHES					
					0.00
					412.74
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	412.74

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-CHOI					
05/05/2021	AP35809000006	BOBROT - BOB ROGERS TRAVEL	00000004893	SHA111189 PAYEMNT FOR DISNEY TRIP	(945.00)
					(945.00)
				Beginning Balance:	2,769.13
				Receipts:	0.00
				Expended:	(945.00)
				Adjustments:	0.00
				Ending Balance	1,824.13

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-DADV					
					0.00
				Beginning Balance:	107.34
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	107.34

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-DLOG					
05/05/2021	AP3580900001	CANONMI - MICHELE CANON	0000004894	SHA11116 REFUND OVERPAID FOR YEARBOOK	(42.13)
05/05/2021	AP3580900002	SUMMERSU - SUE ELLEN SUMMERVILLE	0000004897	SHA11115 REFUND FOR OVERPAYMENT 2021 YEARBOOK	(39.75)
05/05/2021	AP3580900003	TRENGATIN - TINA TRENGA	0000004898	SHA11114 REFUND OVDERPAYEMNT 2021 YEARBOOK	(50.00)
05/28/2021	RV3597000015			DAFFINS CANDY FUNDRAISER	504.25
05/28/2021	RV3597000016			2021 YEARBOOK SALES	200.00
05/28/2021	RV3597000017			BUSINESS ADS	1,150.00
05/28/2021	RV3597100002			SENIOR ADS YEARBOOK	50.00
05/28/2021	RV3597100003			BUSINESS ADS YEARBOOK	125.00
05/28/2021	RV3597100004			SENIOR ADS YEARBOOK	150.00
05/28/2021	RV3597100005			BUSINESS ADS	125.00
					<u>2,172.37</u>
				Beginning Balance:	<u>6,973.06</u>
				Receipts:	<u>2,304.25</u>
				Expended:	<u>(131.88)</u>
				Adjustments:	<u>0.00</u>
				Ending Balance	<u>9,145.43</u>

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FBCH					
				Beginning Balance:	0.00
				Receipts:	342.07
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	342.07

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FCCL					
05/28/2021	RV3597000002			MEAT STICKS FUNDRAISER FCCLA	140.00
					140.00
				Beginning Balance:	1,017.68
				Receipts:	140.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,157.68

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-INTE					
05/31/2021	RV3602200001			MAY 2021 BANK INTEREST	5.99
					5.99
				Beginning Balance:	123.41
				Receipts:	5.99
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	129.40

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-LEAD					
					0.00
					785.21
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	785.21

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHEL					
					0.00
				Beginning Balance:	1,305.10
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,305.10

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHSO					
05/05/2021	AP35809000005	KALPICMI - MICHAEL KALPICH	00000004895	SHA11113 NHS GRADUATION HONOR CORDS	(292.00)
05/28/2021	RV35970000008			MONEY FOR GRADUATION CORDS	95.00
05/28/2021	RV35970000009			GRADUATION CORD PAYMENT	20.00
05/28/2021	RV35970000010			GRADUATION CORD PAYMENT	50.00
05/28/2021	RV35970000011			GRADUATION CORD PAYMENT	130.00
					<u>3.00</u>
				<b>Beginning Balance:</b>	<u><u>64.55</u></u>
				<b>Receipts:</b>	<u><u>295.00</u></u>
				<b>Expended:</b>	<u><u>(292.00)</u></u>
				<b>Adjustments:</b>	<u><u>0.00</u></u>
				<b>Ending Balance</b>	<u><u>67.55</u></u>

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-ROBO					
					0.00
					56.18
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	56.18

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SCIE					
					0.00
					747.15
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	747.15

**STUDENT ACTIVITY STATEMENT**

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-SPAN					
					0.00
				Beginning Balance:	1,001.50
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,001.50

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-STUC					
					0.00
					1,133.19
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,133.19

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TECH					
					0.00
				Beginning Balance:	154.75
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	154.75

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TEEN					
05/06/2021	AP3581100001	MOFFAT - JAMI MOFFATT	00000004900	SHA11120 REIMBURSEMENT FOR TEACHER LUNCHEON	(239.52)
05/28/2021	RV3597000006			DONATIONS FSOR SCHRECK FAMILY	77.50
05/28/2021	RV3597000007			DONATIONS FOR SCHRECK FAMILY	543.00
					380.98
				Beginning Balance:	3,956.64
				Receipts:	620.50
				Expended:	(239.52)
				Adjustments:	0.00
				Ending Balance	4,337.62

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND .

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
05/28/2021	RV3597000012	81-0496-000-00-800-000-000-THES		LIVE STREAM TICKET SALES MUSICAL 2021	1,181.76
05/28/2021	RV3597000013			BUSINESS ADDS MUSICAL 2021	35.00
05/28/2021	RV3597000014			PROGRAM ADDS MUSICAL 2021	150.00
					<u>1,366.76</u>
				Beginning Balance:	<u>19,293.15</u>
				Receipts:	<u>1,366.76</u>
				Expended:	<u>0.00</u>
				Adjustments:	<u>0.00</u>
				Ending Balance	<u>20,659.91</u>

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TRAC					
05/05/2021	AP3580900004	VALLEYSIS - VALLEY SILK SCREENING	00000004899	SHA11112 MIDDLE SCHOOL TRACK SHIRTS	(538.70)
					(538.70)
				Beginning Balance:	2,047.33
				Receipts:	0.00
				Expended:	(538.70)
				Adjustments:	0.00
				Ending Balance	1,508.63

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-UNIS					
05/05/2021	AP3580900007	SPECIAOLP - SPECIAL OLYMPICS PENNSYLVANIA	00000004896	SHA11120 DONATION FROM EVENT AT HICKORY HIGH	(205.00)
05/28/2021	RV3597000001			DONATIONS APRIL SHOWERS EVENT	205.00
					0.00
				Beginning Balance:	65.00
				Receipts:	205.00
				Expended:	(205.00)
				Adjustments:	0.00
				Ending Balance	65.00

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-WRCH					
				Beginning Balance:	603.39
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	603.39

## Fund 81 - ACTIVITY FUND

Beginning Balance		Ending Balance	
05/01/2021	05/31/2021	05/01/2021	05/31/2021
Fund Totals:	48,868.97	Receipts	5,606.40
		Expended	(2,352.10)
		Adjustments	0.00
		Ending Balance	52,123.27
Beginning Balance	48,868.97	Receipts	5,606.40
05/01/2021		Expended	(2,352.10)
Grand Totals:		Adjustments	0.00
		Ending Balance	52,123.27

# SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 6/9/2021 9:49:51 AM

Bank Account ID: HS Statement Date: 05/31/2021

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
<b>Bank Statement Beginning Balance as of 05/01/2021</b>						<b>49,008.97</b>
<b>Cleared Payments and Other Debits</b>						
CK	05/05/2021	0000004894	MICHELE CANON	Y	(42.13)	
CK	05/05/2021	0000004895	MICHAEL KALPICH	Y	(292.00)	
CK	05/05/2021	0000004896	SPECIAL OLYMPICS PEN	Y	(205.00)	
CK	05/05/2021	0000004897	SUE ELLEN SUMMERVILL	Y	(39.75)	
CK	05/05/2021	0000004899	VALLEY SILK SCREENIN	Y	(538.70)	
CK	05/06/2021	0000004900	JAMI MOFFATT	Y	(239.52)	
<b>Total Cleared Payments and Other Debits - 6 Items</b>					<b>(1,357.10)</b>	
<b>Cleared Deposits and Other Credits</b>						
DEP	05/28/2021	HS05/28/2021		Y	77.50	
DEP	05/28/2021	HS05282021		Y	5,522.91	
INT	05/31/2021	HS05312021		Y	5.99	
<b>Total Cleared Deposits and Other Credits - 3 Items</b>					<b>5,606.40</b>	
<b>Bank Statement Ending Balance as of 05/31/2021</b>						<b>53,258.27</b>
<b>Cleared Ending Balance</b>						<b>53,258.27</b>
<b>Difference</b>						<b>0.00</b>
<b>Outstanding Payments and Other Debits</b>						
CK	10/05/2020	0000004842	EMILY CARSON	N	(35.00)	
CK	10/05/2020	0000004844	MORGAN GELESKY	N	(35.00)	
CK	10/05/2020	0000004846	RICHARD PIZOR	N	(35.00)	
CK	10/05/2020	0000004847	SERENITY STAINBROOK	N	(35.00)	
CK	05/05/2021	0000004893	BOB ROGERS TRAVEL	N	(945.00)	
CK	05/05/2021	0000004898	TINA TRENGA	N	(50.00)	
<b>Total Outstanding Payments and Other Debits - 6 Items</b>					<b>(1,135.00)</b>	
<b>Outstanding Deposits and Other Credits</b>						
<b>Total Outstanding Deposits and Other Credits - 0 Items</b>					<b>0.00</b>	
<b>Balance as of 05/31/2021</b>						<b>52,123.27</b>
<b>Voided This Statement Period</b>						
<b>Total Voided This Statment Period - 0 Items</b>					<b>0.00</b>	

# SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 6/9/2021 9:49:51 AM

Bank Account ID: HS Statement Date: 05/31/2021

<b>Bank Statement Beginning Balance as of 05/01/2021</b>	<b>49,008.97</b>
<b>Cleared Transactions</b>	
Payments and Other Debits - 6 Items	(1,357.10)
Deposits and Other Credits - 3 Items	5,606.40
<b>Bank Statement Ending Balance as of 05/31/2021</b>	<b>53,258.27</b>
<b>Cleared Ending Balance</b>	<b>53,258.27</b>
<b>Difference</b>	<b>0.00</b>
<b>Outstanding Transactions</b>	
Payments and Other Debits - 6 Items	(1,135.00)
Deposits and Other Credits - 0 Items	0.00
<b>Balance as of 05/31/2021</b>	<b>52,123.27</b>
<b>Voided This Statement Period - 0 Items</b>	<b>0.00</b>

# STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 82 - MS ACTIVITY FUND From 05/01/2021 to 05/31/2021

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Ending Balance
82-0496-000-00-000-0000-0000-MSCH					
-	880.10	0.00	0.00	0.00	880.10
82-0496-000-00-000-0000-0000-MSNH					
-	546.66	0.00	0.00	0.00	546.66
82-0496-000-00-000-0000-0000-MSST					
-	1,801.36	0.37	0.00	0.00	1,801.73
82-0496-000-00-000-0000-0000-MSYB					
-	1.72	0.00	0.00	0.00	1.72
<hr/>					
INSTRUCTIONAL ORG 00 TOTALS	3,229.84	0.37	0.00	0.00	3,230.21
<hr/>					
FUND 82 TOTALS	3,229.84	0.37	0.00	0.00	3,230.21
<hr/>					
GRAND TOTALS	3,229.84	0.37	0.00	0.00	3,230.21
<hr/>					

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 82 - MS ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSCH					
				Beginning Balance:	880.10
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	880.10

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 82 - MS ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSNH					
				Beginning Balance:	546.66
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	546.66

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 82 - MS ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSST					
05/31/2021	RV36020000001			MS Interest for May, 2021	0.37
					0.37
				Beginning Balance:	1,801.36
				Receipts:	0.37
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,801.73

# STUDENT ACTIVITY STATEMENT

From 05/01/2021 to 05/31/2021

Fund: 82 - MS ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSYB					
				Beginning Balance:	0.00
				Receipts:	1.72
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1.72

## Fund 82 - MS ACTIVITY FUND

Beginning Balance				Ending Balance	
05/01/2021		Receipts	Expended	Adjustments	05/31/2021
Fund Totals:	3,229.84	0.37	0.00	0.00	3,230.21
Beginning Balance				Ending Balance	
05/01/2021		Receipts	Expended	Adjustments	05/31/2021
Grand Totals:	3,229.84	0.37	0.00	0.00	3,230.21

# SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 6/8/2021 2:20:04 PM

Bank Account ID: MS Statement Date: 05/31/2021

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Beginning Balance as of 05/01/2021						
Cleared Payments and Other Debits						
Total Cleared Payments and Other Debits - 0 Items					0.00	
Cleared Deposits and Other Credits						
INT	05/31/2021	MS2021531		Y	0.37	
Total Cleared Deposits and Other Credits - 1 Items					0.37	
Bank Statement Ending Balance as of 05/31/2021						
Cleared Ending Balance						3,230.21
Difference						3,230.21
Outstanding Payments and Other Debits						0.00
Total Outstanding Payments and Other Debits - 0 Items					0.00	
Outstanding Deposits and Other Credits						
Total Outstanding Deposits and Other Credits - 0 Items					0.00	
Balance as of 05/31/2021						3,230.21
Voided This Statement Period						
Total Voided This Statment Period - 0 Items					0.00	

**SHARPSVILLE AREA SCHOOL DISTRICT  
CAFETERIA REPORT**

**MAY 2021**

	<b>BUDGET</b>	<b>MONTH</b>	<b>BUDGET TO DATE</b>	<b>YEAR TO DATE</b>
Beginning Cash Balance		\$30,320.71		\$32,773.34
Revenues:				
Lunch/Breakfast/A La Carte	157,376.00	1,097.00	149,507	16,264.38
Adult Lunches	12,528.00	282.15	11,902	2,821.35
Special Functions	44,000.00	818.70	41,800	3,024.30
State Subsidy	18,001.00	1,566.16	17,096	9,716.80
Social Security Subsidy	11,460.00	1,063.37	10,948	5,967.56
Retirement Subsidy	36,562.00	4,520.87	34,928	24,150.87
Federal Subsidy	299,627.00	42,480.19	284,562	267,739.96
Donated Commodities	-	-	-	-
Transfers from General Fund	-	-	-	65,000.00
Interest	-	2.78	-	16.17
Other	-	-	-	2.65
Account's Receivable	-	-	-	2,935.86
Total Revenues	579,554.00	51,831.22	550,742.88	397,639.90
Expenditures:				
Wages	203,431.00	19,013.20	191,464.00	106,915.95
Employee Benefits	67,144.00	7,638.13	63,194.00	41,278.92
FMSC Expenses	335,658.00	23,385.89	318,875.00	213,274.73
Substitute Service	-	-	-	-
Other Expenses	-	22,346.00	-	24,143.00
Value of Donated Foods	-	-	-	-
Accounts Payable	-	-	-	35,031.93
Total Expenditures	<u>\$606,233.00</u>	<u>\$72,383.22</u>	<u>\$573,533.00</u>	<u>\$420,644.53</u>
Ending Cash Balance	<u>(\$26,679.00)</u>	<u>\$9,768.71</u>	<u>(\$22,790.12)</u>	<u>\$9,768.71</u>



**FINAL GENERAL FUND BUDGET**  
Fiscal Year 2021-2022

General Fund Budget Approval

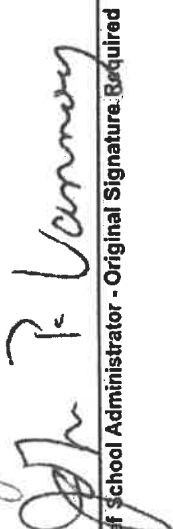
Date of Adoption of the General Fund Budget: 06/21/2021

  
\_\_\_\_\_  
President of the Board - Original Signature Required

\_\_\_\_\_  
Date 6/21/2021

  
\_\_\_\_\_  
Secretary of the Board - Original Signature Required

\_\_\_\_\_  
Date 6/21/2021

  
\_\_\_\_\_  
Chief School Administrator - Original Signature Required

\_\_\_\_\_  
Date 6/21/2021

Jaime Roberts  
Contact Person

(724)962-8300      Extn : 4103  
Telephone      Extension

jroberts@sasdpriide.org  
Email Address

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

24 PS 6-688

(10/2010)

<b>SCHOOL DISTRICT :</b> Sharpsville Area SD	<b>COUNTY :</b> Mercer	<b>AUN :</b> 104435703
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No school district shall approve an increase in real property taxes unless it has adopted a budget that includes an estimated, ending unreserved undesignated fund balance (unassigned) less than the specified percentage of its total budgeted expenditures:

**Total Budgeted Expenditures**

**Fund Balance % Limit  
(less than)**

Less Than or Equal to \$11,999,999	12.0%
Between \$12,000,000 and \$12,999,999	11.5%
Between \$13,000,000 and \$13,999,999	11.0%
Between \$14,000,000 and \$14,999,999	10.5%
Between \$15,000,000 and \$15,999,999	10.0%
Between \$16,000,000 and \$16,999,999	9.5%
Between \$17,000,000 and \$17,999,999	9.0%
Between \$18,000,000 and \$18,999,999	8.5%
Greater Than or Equal to \$19,000,000	8.0%

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

Yes  
No      ☒

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

Total Budgeted Expenditures	\$18672643
Ending Unassigned Fund Balance	\$659628
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	3.53%

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

Yes      ☒  
No

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

<b>SIGNATURE OF SUPERINTENDENT</b> 	<b>DATE</b> 6-21-2021
--	--------------------------

**DUE DATE: AUGUST 15, 2021**

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


24 PS 8-687(a)(1)

(03/2006)

School District Name : Sharpville Area SD	County : Mercer	AUN Number : 104435703
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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 May 17/2021
---	---------------------

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

Val Number	Description	Justification
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 estimated ending unassigned fund balance will be used to offset future budgets, as well as, defray fluctuations in cash flow.
8160	Ending Fund Balance Entry and Budgetary Reserve: If 0840 Assigned Fund Balance is not equal to 0, a justification must be entered below.	Assigned Fund Balance is reserved to balance the 2021-2022 General Fund Budget, as well as, to fund compensatory education obligations.

ITEM	AMOUNTS
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	
1810 Nonspendable Fund Balance	
1820 Restricted Fund Balance	
1830 Committed Fund Balance	
1840 Assigned Fund Balance	680,552
1850 Unassigned Fund Balance	1,257,678
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	\$1,938,230
Estimated Revenues And Other Financing Sources	
6000 Revenue from Local Sources	6,440,210
7000 Revenue from State Sources	11,150,391
8000 Revenue from Federal Sources	478,492
9000 Other Financing Sources	
Total Estimated Revenues And Other Financing Sources	\$18,069,093
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation	\$20,007,323

	Amount
REVENUE FROM LOCAL SOURCES	
6111 Current Real Estate Taxes	4,728,774
6113 Public Utility Reality Taxes	5,791
6114 Payments in Lieu of Current Taxes - State / Local	2,858
6120 Current Per Capita Taxes, Section 679	17,779
6140 Current Act 511 Taxes - Flat Rate Assessments	40,232
6150 Current Act 511 Taxes - Proportional Assessments	837,150
6400 Delinquencies on Taxes Levied / Assessed by the LEA	257,040
6500 Earnings on Investments	5,900
6700 Revenues from LEA Activities	37,198
6800 Revenues from Intermediary Sources / Pass-Through Funds	193,785
6910 Rentals	12,720
6940 Tuition from Patrons	297,983
6990 Refunds and Other Miscellaneous Revenue	3,000
REVENUE FROM LOCAL SOURCES	\$6,440,210
REVENUE FROM STATE SOURCES	
7111 Basic Education Funding-Formula	6,579,101
7112 Basic Education Funding-Social Security	387,659
7160 Tuition for Orphans Subsidy	39,570
7271 Special Education funds for School-Aged Pupils	798,940
7311 Pupil Transportation Subsidy	341,478
7312 Nonpublic and Charter School Pupil Transportation Subsidy	19,635
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	445,916
7330 Health Services (Medical, Dental, Nurse, Act 25)	22,000
7340 State Property Tax Reduction Allocation	451,268
7505 Ready to Learn Block Grant	239,259
7820 State Share of Retirement Contributions	1,825,565
REVENUE FROM STATE SOURCES	\$11,150,391
REVENUE FROM FEDERAL SOURCES	
8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	305,117
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	35,551
8517 NCLB, Title IV - 21st Century Schools	24,342
8749 Other CARES Act Funding	7,482
8810 School-Based Access Medicaid Reimbursement Program (SBAP) Reimbursements (Access)	100,000

	Amount
REVENUE FROM FEDERAL SOURCES	
8820 Medical Assistance Reimbursement for Administrative Claiming (Quarterly) Program	6,000
REVENUE FROM FEDERAL SOURCES	\$478,492
TOTAL ESTIMATED REVENUES AND OTHER SOURCES	18,069,093

Index 1 Index (current): 4.4%  
Calculation Method:

Approx. Tax Revenue from RE Taxes: \$4,728,774  
Amount of Tax Relief for Homestead Exclusions \$451,268  
Total Approx. Tax Revenue: \$5,180,042  
Approx. Tax Levy for Tax Rate Calculation: \$5,481,782

Mercer Total

2020-21 Data	
a. Assessed Value	\$67,188,850
b. Real Estate Mills	82.0000
I. 2021-22 Data	
c. 2019 STEB Market Value	\$294,824,184
d. Assessed Value	\$66,851,000
e. Assessed Value of New Constr/ Renov	\$0

2020-21 Calculations	
f. 2020-21 Tax Levy (a * b)	\$5,509,486

2021-22 Calculations	
g. Percent of Total Market Value	100.000000%
h. Rebalanced 2020-21 Tax Levy (f Total * g)	\$5,509,486

Calculation of Tax Rates and Levies Generated	
i. Base Mills Subject to Index (h / a * 1000) if no reassessment	82.0000
(h / (d-e) * 1000) if reassessment	

j. Weighted Avg. Collection Percentage	94.00180%
k. Tax Levy Needed (Approx. Tax Levy * g)	\$5,481,782

I. 2021-22 Real Estate Tax Rate	
(k / d * 1000)	82.0000
m. Tax Levy Generated by Mills (l / 1000 * d)	\$5,481,782

III.	
n. Tax Levy minus Tax Relief for Homestead Exclusions (m - Amount of Tax Relief for Homestead Exclusions)	\$5,030,514
o. Net Tax Revenue Generated By Mills (n * Est. Pct. Collection)	\$4,728,774

act 1 Index (current): 4.4%

calculation Method:

approx. Tax Revenue from RE Taxes:

amount of Tax Relief for Homestead Exclusions

total Approx. Tax Revenue:

approx. Tax Levy for Tax Rate Calculation:

Mercer

Total

\$4,728,774

\$451,268

\$5,180,042

\$5,481,782

Index Maximums

p. Maximum Mills Based On Index

(i \* (1 + Index))

q. Mills In Excess of Index

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

r. Maximum Tax Levy Based On Index

(p / 1000 \* d)

s. Millage Rate within Index?

(if l > p Then No)

t. Tax Levy In Excess of Index

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

u. Tax Revenue In Excess of Index

(t \* Est. Pct. Collection)

85.6080

0.0000

\$5,722,980

\$5,722,980

Yes

\$0

\$0

\$0

\$0

Information Related to Property Tax Relief

Assessed Value Exclusion per Homestead

Number of Homestead/Farmstead Properties

Median Assessed Value of Homestead Properties

\$2,613.00

2106

2106

\$17,450

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

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**Fact 1 Index (current): 4.4%**

Rate

**\$4,728,774**

**\$451,268**

**\$5,180,042**

**\$5,481,782**

**Mercer**

Total

**State Property Tax Reduction Allocation used for: Homestead Exclusions**

Lowering RE Tax Rate

**\$451,268**

**Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions**

\$0

05

Amount of Tax Relief from State/Local Sources

\$451.268

CODE

3111 Current Real Estate Taxes

County Name	Taxable Assessed Value	Real Estate Mills	Tax Levy Generated by Mills	Amount of Tax Relief for Homestead Exclusions	Tax Levy Minus Homestead Exclusions	Percent Collected	Net Tax Revenue Generated By Mills
Perce	66,851,000	82.0000	5,481,782			94.00180%	
<b>Totals</b>	<b>66,851,000</b>		<b>5,481,782</b>	<b>451,268</b>	<b>5,030,514</b>	<b>94.00180%</b>	<b>4,728,774</b>

	<u>Rate</u>		<u>Estimated Revenue</u>
6120	\$5.00	<u>Current Per Capita Taxes, Section 679</u>	17,779
6140		<u>Current Act 511 Taxes- Flat Rate Assessments</u>	<u>Estimated Revenue</u>
6141	\$5.00	Current Act 511 Per Capita Taxes	17,779
6142	\$10.00	Current Act 511 Occupation Taxes - Flat Rate	22,453
6143	\$0.00	Current Act 511 Local Services Taxes	0
6144	\$0.00	Current Act 511 Trailer Taxes	0
6145	\$0.00	Current Act 511 Business Privilege Taxes- Flat Rate	0
6146	\$0.00	Current Act 511 Mechanical Device Taxes- Flat Rate	0
6149	\$0.00	Current Act 511 Taxes, Other Flat Rate Assessments	0

Total Current Act 511 Taxes- Flat Rate Assessments

		<b>242,311</b>	<b>40,232</b>
--	--	----------------	---------------

Current Act 511 Taxes- Proportional Assessments

	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>
6150				
6151	0.500%	0.000%	770,588	770,588
6152	0.000	0.000	0	0
6153	0.500%	0.000%	66,562	66,562
6154	0.000%	0.000%	0	0
6155	0.000	0.000	0	0
6156	0.000%	0.000%	0	0
6157	0.000	0.000	0	0
6159	0	0	0	0

Total Current Act 511 Taxes - Proportional Assessments

		<b>837,150</b>	<b>837,150</b>
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Total Act 511, Current Taxes

		<b>837,150</b>	<b>877,382</b>
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Act 511 Tax Limit -->

	<b>294,824,184</b>	<b>12</b>	<b>3,537,890</b>
	<b>Market Value</b>	<b>Mills</b>	<b>(511 Limit)</b>

Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2020-21 (Rebalanced)	2021-22				2020-21 (Rebalanced)	2021-22		
6111	<u>Current Real Estate Taxes</u>									
	Mercer									
6120	Current Per Capita Taxes, Section 679	82.0000	82.0000	0.00%	Yes	4.4%				
	<u>Current Act 511 Taxes—Flat Rate Assessments</u>	\$5.00	\$5.00	0.00%	Yes	4.4%				
6141	Current Act 511 Per Capita Taxes	\$5.00	\$5.00	0.00%	Yes	4.4%				
6142	Current Act 511 Occupation Taxes - Flat Rate	\$10.00	\$10.00	0.00%	Yes	4.4%				
	<u>Current Act 511 Taxes—Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	4.4%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	4.4%				

EA : 104435703 Sharpville Area SD

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<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
1100 Regular Programs - Elementary / Secondary	8,137,932
1200 Special Programs - Elementary / Secondary	2,531,286
1300 Vocational Education	414,324
1400 Other Instructional Programs - Elementary / Secondary	183,774
1500 Nonpublic School Programs	7,500
<b>Total Instruction</b>	<b>\$11,274,816</b>
<b>2000 Support Services</b>	
2100 Support Services - Students	554,611
2200 Support Services - Instructional Staff	478,791
2300 Support Services - Administration	1,178,418
2400 Support Services - Pupil Health	193,585
2500 Support Services - Business	330,111
2600 Operation and Maintenance of Plant Services	1,823,185
2700 Student Transportation Services	478,585
2800 Support Services - Central	262,916
2900 Other Support Services	8,000
<b>Total Support Services</b>	<b>\$5,308,202</b>
<b>3000 Operation of Non-Instructional Services</b>	
3200 Student Activities	499,236
<b>Total Operation of Non-Instructional Services</b>	<b>\$499,236</b>
<b>5000 Other Expenditures and Financing Uses</b>	
5100 Debt Service / Other Expenditures and Financing Uses	156,864
5200 Interfund Transfers - Out	1,433,525
<b>Total Other Expenditures and Financing Uses</b>	<b>\$1,590,389</b>
<b>Total Estimated Expenditures and Other Financing Uses</b>	<b>\$18,672,643</b>

Description		Amount
1000 Instruction		
1100 Regular Programs - Elementary / Secondary		
100 Personnel Services - Salaries		4,247,892
200 Personnel Services - Employee Benefits		2,948,601
300 Purchased Professional and Technical Services		209,205
400 Purchased Property Services		44,791
500 Other Purchased Services		413,609
600 Supplies		268,940
800 Other Objects		4,894
Total Regular Programs - Elementary / Secondary		\$8,137,932
1200 Special Programs - Elementary / Secondary		
100 Personnel Services - Salaries		1,042,754
200 Personnel Services - Employee Benefits		851,697
300 Purchased Professional and Technical Services		302,960
400 Purchased Property Services		1,000
500 Other Purchased Services		295,871
600 Supplies		33,849
800 Other Objects		3,155
Total Special Programs - Elementary / Secondary		\$2,531,286
1300 Vocational Education		
500 Other Purchased Services		414,324
Total Vocational Education		\$414,324
1400 Other Instructional Programs - Elementary / Secondary		
100 Personnel Services - Salaries		47,814
200 Personnel Services - Employee Benefits		20,916
300 Purchased Professional and Technical Services		37,247
500 Other Purchased Services		73,797
600 Supplies		4,000
Total Other Instructional Programs - Elementary / Secondary		\$183,774
1500 Nonpublic School Programs		
300 Purchased Professional and Technical Services		7,500
Total Nonpublic School Programs		\$7,500
Total Instruction		\$11,274,816
2000 Support Services		
2100 Support Services - Students		
100 Personnel Services - Salaries		311,580
200 Personnel Services - Employee Benefits		229,766
300 Purchased Professional and Technical Services		8,770
600 Supplies		4,495
Total Support Services - Students		\$554,611
2200 Support Services - Instructional Staff		
100 Personnel Services - Salaries		235,144
200 Personnel Services - Employee Benefits		153,605

Description		Amount
300 Purchased Professional and Technical Services		20,047
400 Purchased Property Services		4,292
500 Other Purchased Services		12,337
600 Supplies		52,766
800 Other Objects		600
<b>Total Support Services - Instructional Staff</b>		<b>\$478,791</b>
<b>2300 Support Services - Administration</b>		
100 Personnel Services - Salaries		622,358
200 Personnel Services - Employee Benefits		399,735
300 Purchased Professional and Technical Services		95,565
400 Purchased Property Services		3,298
500 Other Purchased Services		22,679
600 Supplies		26,691
800 Other Objects		8,092
<b>Total Support Services - Administration</b>		<b>\$1,178,418</b>
<b>2400 Support Services - Pupil Health</b>		
100 Personnel Services - Salaries		102,727
200 Personnel Services - Employee Benefits		86,293
300 Purchased Professional and Technical Services		2,744
500 Other Purchased Services		309
600 Supplies		1,512
<b>Total Support Services - Pupil Health</b>		<b>\$193,585</b>
<b>2500 Support Services - Business</b>		
100 Personnel Services - Salaries		168,871
200 Personnel Services - Employee Benefits		133,350
300 Purchased Professional and Technical Services		22,615
400 Purchased Property Services		1,175
500 Other Purchased Services		2,150
600 Supplies		1,650
800 Other Objects		300
<b>Total Support Services - Business</b>		<b>\$330,111</b>
<b>2600 Operation and Maintenance of Plant Services</b>		
100 Personnel Services - Salaries		647,768
200 Personnel Services - Employee Benefits		457,355
300 Purchased Professional and Technical Services		79,547
400 Purchased Property Services		169,617
500 Other Purchased Services		78,978
600 Supplies		389,920
<b>Total Operation and Maintenance of Plant Services</b>		<b>\$1,823,185</b>
<b>2700 Student Transportation Services</b>		
500 Other Purchased Services		478,585
<b>Total Student Transportation Services</b>		<b>\$478,585</b>
<b>2800 Support Services - Central</b>		
100 Personnel Services - Salaries		177,511

<u>Description</u>	<u>Amount</u>
200 Personnel Services - Employee Benefits	77,460
300 Purchased Professional and Technical Services	3,200
500 Other Purchased Services	2,650
600 Supplies	1,500
800 Other Objects	595
<b>Total Support Services - Central</b>	<b>\$262,916</b>
2900 Other Support Services	8,000
500 Other Purchased Services	\$8,000
<b>Total Other Support Services</b>	<b>\$8,000</b>
<b>Total Support Services</b>	<b>\$5,308,202</b>
3000 Operation of Non-Instructional Services	
3200 <u>Student Activities</u>	
100 Personnel Services - Salaries	191,643
200 Personnel Services - Employee Benefits	83,614
300 Purchased Professional and Technical Services	95,126
400 Purchased Property Services	8,550
500 Other Purchased Services	50,620
600 Supplies	57,258
800 Other Objects	12,425
<b>Total Student Activities</b>	<b>\$499,236</b>
<b>Total Operation of Non-Instructional Services</b>	<b>\$499,236</b>
5000 Other Expenditures and Financing Uses	
5100 <u>Debt Service / Other Expenditures and Financing Uses</u>	
800 Other Objects	46,864
900 Other Uses of Funds	110,000
<b>Total Debt Service / Other Expenditures and Financing Uses</b>	<b>\$156,864</b>
5200 <u>Interfund Transfers - Out</u>	
900 Other Uses of Funds	1,433,525
<b>Total Interfund Transfers - Out</b>	<b>\$1,433,525</b>
<b>Total Other Expenditures and Financing Uses</b>	<b>\$1,590,389</b>
<b>TOTAL EXPENDITURES</b>	<b>\$18,672,643</b>

**Cash and Short-Term Investments**

<b>06/30/2021 Estimate</b>	<b>06/30/2022 Projection</b>
2,250,000	2,100,000

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	30,000	60,000
Other Capital Projects Fund	1,000,000	
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund	21,350	21,450
Investment Trust Fund		
Pension Trust Fund		
Activity Fund	48,500	48,500
Other Agency Fund		
Permanent Fund		

**Total Cash and Short-Term Investments**

<b>\$3,349,850</b>	<b>\$2,229,950</b>
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**Long-Term Investments**

<b>06/30/2021 Estimate</b>	<b>06/30/2022 Projection</b>
----------------------------	------------------------------

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

Permanent Fund

Total Long-Term Investments

TOTAL CASH AND INVESTMENTS

06/30/2021 Estimate

\$3,349,850

06/30/2022 Projection

\$2,229,950

Long-Term Indebtedness

**General Fund**

0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable	10,055,000	8,985,000
0530 Lease-Purchase Obligations	2,075,000	1,965,000
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations	125,000	125,000
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities	2,200,000	2,200,000

**Total General Fund**

	<b>\$14,455,000</b>	<b>\$13,275,000</b>
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**Public Purpose (Expendable) Trust Fund**

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

**Total Public Purpose (Expendable) Trust Fund**

**Other Comptroller-Approved Special Revenue Funds**

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

**Total Other Comptroller-Approved Special Revenue Funds**

**Athletic / School-Sponsored Extra Curricular Activities Fund**

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

**Total Athletic / School-Sponsored Extra Curricular Activities Fund**

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

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	

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

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

Capital Reserve Fund - \$ 1431

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

Total Capital Reserve Fund - \$ 1431

Other Capital Projects Fund

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

Total Other Capital Projects Fund

Debt Service Fund

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

Total Debt Service Fund

Food Service / Cafeteria Operations Fund

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

**Long-Term Indebtedness**

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

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

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

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

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

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

**Total Other Enterprise Funds****Internal Service Fund**

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

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

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

**Total Private Purpose Trust Fund**

**Long-Term Indebtedness**

**06/30/2021 Estimate**

**06/30/2022 Projection**

**Investment Trust Fund**

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

**Total Investment Trust Fund**

**Pension Trust Fund**

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

**Total Pension Trust Fund**

**Activity Fund**

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

**Total Activity Fund**

**Other Agency Fund**

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

**Total Other Agency Fund**

**Permanent Fund**

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	

Long-Term Indebtedness	06/30/2021 Estimate	06/30/2022 Projection
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Permanent Fund	\$14,455,000	\$13,275,000
Total Long-Term Indebtedness		

	06/30/2021 Estimate	06/30/2022 Projection
<b>Short-Term Payables</b>		
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		
<b>Total Short-Term Payables</b>	<b>\$14,455,000</b>	<b>\$13,275,000</b>
<b>TOTAL INDEBTEDNESS</b>	<b>\$14,455,000</b>	<b>\$13,275,000</b>

Account Description	Amounts
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	675,052
0830 Committed Fund Balance	659,628
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	\$1,334,680
Total Ending Fund Balance - Committed, Assigned, and Unassigned	
5900 Budgetary Reserve	
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$1,334,680



## SHARPSVILLE AREA SCHOOL DISTRICT

### 2021 HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION

#### RESOLUTION 3 OF 2021

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

1. **Amount available for homestead and farmstead real estate tax reduction.** The following amount is available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2021:
  - a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$451,268.35.
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 2,097.
  - b. **Farmstead property number.** The number of approved farmsteads within the School District is 9.
  - c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 2,106.
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(a) aggregate amount available during the school year for real estate tax reduction of \$451,268.35 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 2,106, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$214.27.
4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$214.27 by the School District real estate tax rate of 82 mills (.082), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,613, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,613.

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 \$2,613. 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 \$2,613. 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.

**RESOLVED** this 21<sup>st</sup> day of June, 2021.



Gerald J. Trontel, President  
Sharpsville Area School District

Attest:



Jaime L. Roberts, Secretary  
Sharpsville Area School District

# USE OF SCHOOL FACILITIES DAILY FEE SCHEDULE 2021-2022 SCHOOL YEAR

SHARPSVILLE AREA SCHOOL DISTRICT  
1 Blue Devil Way  
Sharpsville, PA 16150

FACILITY REQUESTED	HIGH SCHOOL	MIDDLE SCHOOL	ELEMENTARY SCHOOL
Auditorium	\$100.00	\$100.00	Not Applicable
Gymnasium	\$100.00	\$100.00	\$75.00
Cafeteria and Kitchen	\$75.00	\$75.00	\$75.00
Cafeteria	\$50.00	\$50.00	\$50.00
Classrooms (Instructional)*	\$25.00	\$25.00	\$25.00
Sensory Room	\$50.00	\$50.00	\$50.00
Athletic Field	\$500.00	Not Applicable	Not Applicable
Wrestling Room	\$50.00	Not Applicable	Not Applicable

PERSONNEL CHARGES	CUSTODIAL	CAFETERIA
Rate per hour (Subject to change annually)	\$37.70 (Mon-Sat) \$50.25 (Sunday)	\$29.80 (Mon-Sat) \$39.70 (Sunday)

Use of kitchens and certain athletic fields require School District personnel.

Facility Fees are waived for school related organizations. Personnel charges will apply to use of facilities by school related organizations when additional personnel are required to be scheduled.

\*Organizations currently using classroom space will be grandfathered and no classroom fee will be charged.



## **SECOND AMENDMENT TO TRANSPORTATION AGREEMENT**

**THIS SECOND AMENDMENT** to the student transportation Agreement dated February 16, 2015, with an effective date of July 1, 2020, entered into this 21<sup>st</sup> day of June, 2021, by and between:

**THE SHARPSVILLE AREA SCHOOL DISTRICT**, having an office at 1 Blue Devil Way, Sharpsville, PA. 16150, (hereinafter referred to as “**District**”),

**AND**

**STA OF PENNSYLVANIA, INC.**, a Pennsylvania corporation having an office at 1370 Washington Pike, Suite 505, Bridgeville, PA 15107 (hereinafter referred to as “**STA**”).

### **WITNESSETH:**

**WHEREAS**, the District and STA are parties to a transportation agreement dated February 16, 2015, in which STA agreed to provide transportation services for the District’s students for the school years 2015-2016 through 2019-2020; and

**WHEREAS**, the District and STA wish to extend the aforesaid Agreement to the 2021-2022, 2022-2023, 2023-2024, and 2024-2025 school years with amendments the parties have agreed upon and wish to reduce these amendments to writing.

**NOW, THEREFORE**, in consideration of the premises and mutual promises contained herein and for other good and valuable consideration the sufficiency of which is agreed upon, the parties hereto, each intending to be legally bound hereby, covenant and agree as follows:

1. STA shall provide student transportation services to the District for the 2021-2022, 2022-2023, 2023-2024, and 2024-2025 school years. The term for such services shall be effective beginning July 1, 2021, and terminate at 12:01 a.m. prevailing time on June 30, 2025.
2. All rates established for the 2021-2022, 2022-2023, 2023-2024, and 2024-2025 school year shall be as follows:

<b>VEHICLE</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
Unlit Van	\$233.54	\$238.21	\$244.16	\$250.27
Lighted Wheelchair	\$248.35	\$258.90	\$269.90	\$281.40
Up to 28 Pass	\$241.09	\$247.12	\$253.30	\$259.63
29 - 77 Passenger	\$261.94	\$268.49	\$275.20	\$281.40
HS Only	\$235.89	\$245.91	\$256.36	\$267.26
Vo-Tech Rate AM / PM	\$67.19	\$69.20	\$70.93	\$72.71

All other rates will increase at 2.5% annually.

3. If Transportation Services are cancelled for any reason, including weather or other calamities, STA will invoice the District 45% of the daily rate for all scheduled runs for each day below 177 and shall provide the District with documentation supporting such costs upon request.
4. Should the District and STA mutually agree to continue paying STA's furloughed drivers, the District agrees to pay STA eighty-five (85%) percent of STA's daily rate for all regularly scheduled runs for each day below 177. STA shall provide the District with documentation supporting such costs upon request.
5. STA shall be responsible for daily disinfecting the interior of its student transport vehicles. The District shall permit STA to utilize its electrostatic disinfectant sprayer for such purpose. Any additional documented costs incurred by STA to comply with the Center for Disease Control cleaning and distancing guidelines will be reimbursed by the District and be added to the regular invoice for services STA submits to the District. Such costs may include, but not be limited to, additional labor and vehicle costs incurred by STA for such safety compliance measures, for which STA will provide the District with supporting documentation upon request.
6. Prior to billing the District for disinfecting costs referred to in Paragraph 5 above, STA shall advise the District of the anticipated costs of such services in advance of incurring such costs. Further, STA shall obtain the consent of the District should these costs be greater than ten (10%) percent higher than estimated, with documentation supporting the higher costs, in advance of submitting the invoice to the District for payment.
7. This Second Amendment to the student transportation Agreement dated February 16, 2015, may be executed in several counterparts and all counterparts so executed shall constitute one agreement binding on all Parties hereto, notwithstanding that all the Parties are not signatories to the original or the same counterpart. Facsimile or other electronically-transmitted signatures on this Agreement shall be deemed to have the same force and effect as original signatures. A photocopy of this Agreement may be used in any action brought to enforce or construe this Agreement.
8. The remainder of the terms and provisions of the parties Agreement dated February 16, 2015, with the exception of the paragraphs affected by the provisions of this First Amendment, shall remain unchanged. To the extent of any inconsistencies between the Agreement dated February 16, 2015, and this Second Amendment thereto, the parties agree that this Second Amendment shall prevail.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties hereto have set their hands and seals hereunto, the day and year first above written.

ATTEST:

SHARPSVILLE AREA SCHOOL DISTRICT

  
Jaime L. Roberts, Board Secretary

By:   
Gerald J. Trontel, Board President

ATTEST:

STA OF PENNSYLVANIA, INC.

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_



Profit  
  X   Non-Profit

**WORK EXPERIENCE  
WORKSITE AGREEMENT**

**Between**

West Central Job Partnership  
217 West State Street – 3<sup>rd</sup> Floor  
Sharon, PA 16146  
Phone: 724 347-7855

Sharpsville Area School District  
1 Blue Devil Way  
Sharpsville, PA 16150  
Phone: (724) 962-7861

"Contractor" or "Workforce Development Area" (WDA)    "Worksite"

West Central Job Partnership (WCJP) operates a Work Experience (WE) program designed to provide trainees with on-site introduction to actual work situations in the public or private sector. The development of basic work ethics should allow trainees to obtain entry level jobs and assist them to make a smooth transition

This non-financial agreement consists of six (6) pages and outlines the responsibilities of the parties involved in the Work Experience program. The parties by signature below agree to the terms and conditions outlined herein.

**For West Central Job Partnership**

Tammy Barbati                      05/26/21  
\_\_\_\_\_  
Tammy Barbati                      Date  
Program Division Chief

**For Worksite**

John Vannoy                      06/03/21  
\_\_\_\_\_  
John Vannoy                      Date  
Superintendent

### **Program Objective:**

The Work Experience (WE) program is designed to enhance the employment opportunities for Workforce Innovation and Opportunity Act (WIOA) / Temporary Assistance for Needy Families (TANF) participants. The WE program is designed to provide on-site introduction to actual work situations which should assist the trainee make a smooth transition into the workforce. The public or private sector experience will be provided at participating worksites that have identified Mentors to work on-site with trainees. Trainees should develop skills which will allow them to obtain entry level jobs in the private sector.

### **Worksite Assurances:**

1. The worksite is either a public, private non-profit organization or private for-profit sector employer.
2. The worksite or its principals are not presently debarred, suspended, proposed for debarment or suspension, declared ineligible or voluntarily excluded from transactions with West Central Job Partnership by any State of Federal debarment or agency.
3. Is current in the payment of all applicable Federal, State and local taxes, as well as the filing of all returns or reports for these taxes, including taxes for a period for which the company has filed a timely appeal.
4. If a relocation from another geographic location or transfer of business and/or operations from another geographic location has occurred within the previous 120 days, WIOA Form #4306 must be completed.
5. Has not been cited, fined, or reprimanded for any law or code violations in past five years.
6. Has not been found seriously deficient in its conduct of, or participation in, any publicly funded program in the past, or is not the successor organization to one that was seriously deficient in the past.
7. All staff working under this contractual agreement must be knowledgeable of the Child Labor Law (Act of 1915 No. 177), (including the Amendment to the Law, House Bill 1064, 1997), and the Regulations Governing the Employment of Minors in Industry (R-1). The Child Labor Law provides for health, safety and welfare of minors under the age of 18 by: requiring employment certificates issued by attending school districts; prohibiting employment of minors in certain types of work, in certain establishments and occupations; restricting hours of work by youth under certain ages; regulating certain conditions of employment; etc. All youth placed at employer worksites and all employers must be informed of the Child Labor Law and the restrictions and all required documents must be posted at the employer worksites.

Right to Know Law, 65 P.S. §§ 67.101-67.3104 –. AGENCY must establish policy, responsibilities, and procedures for compliance with individual requests to release AGENCY records.

29 CFR Part 2, subpart D – Equal Treatment in Department of Labor Programs for Religious Organizations, Protection of Religious Liberty of Department of Labor Social Service Providers and Beneficiaries.

29 CFR Part 31 – Nondiscrimination in Federally Assisted Programs of the Department of Labor – Effectuation of Title VI of the Civil Rights Act of 1964.

29 CFR Part 32 – Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance.

29 CFR Part 35 – Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor.

29 CFR Part 36 – Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance

29 CFR Part 38 – Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act

29 CFR Parts 29 and 30 – Labor Standards for the Registration of Apprenticeship Programs, and Equal Employment Opportunity in Apprenticeship and Training, as applicable.

Hourly wages paid to client trainees shall be not less than the highest of the following:

- The minimum wage specified in the Fair Labor Standards Act
- The minimum wage specified in the PA Minimum Wage Act of 1968 (Act of 1968, P.L.11, No. 5 amended 2012)
- The prevailing wage for persons similarly employed
- The prevailing wage rate established by the Secretary of Labor according to the Davis Bacon Act when required.
- The minimum entrance wage for workers in the same occupation and establishment, or required by collective agreement with the local bargaining unit

No funds will be used to assist, promote, or deter union organizing in accordance with the Workforce Innovation and Opportunity Act (WIOA) § 181 (b)(7) and 20 Code of Federal Regulations (CFR) § 663.730.

The Employer acknowledges and agrees that it will maintain a Drug Free Workplace in accordance with the requirements of the Drug Free Workplace Act.

### **Worksite Responsibilities:**

1. Identify mentor(s) who will work with trainees and permit such mentor(s) to receive orientation and training regarding the Work Experience program and its objectives.
2. Permit the trainee to work with the mentor to gain full introduction to worksite operations, the mentor's job duties and responsibilities, and other jobs involved in the worksite operations.
3. Agrees to participate in Work Experience with the understanding that the sole objective of the program is to acclimate the trainee to the worksite, work requirements, and occupational needs of the worksite and assist the trainee understand the world of work and how to prepare for it. The mentor may allow the trainee to perform various job duties; however, such performance shall be conducted under the mentor's job under his/her supervision.
4. Trainees are not employees and shall not displace (in full or in part - including partial displacement such as reduction in hours of overtime worked, wages, or employment benefits) any worker at the worksite, nor fill any vacancy. Worksite cannot have any other individual on layoff from the same or any substantially equivalent job and may not have terminated any regular employee or otherwise reduced its workforce with the intent of filling the position with subsidized trainees.
5. Provide a safe, clean and supervised work area for training - enforce applicable Federal, State and local health and safety requirements for the protection of the trainees.

6. Provide necessary tools/equipment and always assure safety devices are available and used by the trainee(s).
7. Keep time and attendance on provided forms. Trainees must sign attendance sheets following the format of the forms as provided by WCJP. All clients will be required to sign in and out upon arrival at the worksite; upon lunch break; upon return from lunch break; and upon leaving for the day. The worksite mentor must initial the attendance sheet daily to verify the trainee's hours of attendance. Time not worked, such as lunches, holidays, etc. will not be paid.
8. Stress punctual attendance, proper dress, acceptable behavior and enforce good worksite attitude, peer relationship and proper reporting to supervisors.
9. In case of a trainee injury or emergency, immediately notify WCJP (Mercer County: Charlene Smith at 724-347-9257 Ext 118; Lawrence County: Dan Kossack at 724-656-3165 Ext 229).
10. Permit trainees to attend other job readiness activities as scheduled by the Contractor.
11. Maintain general liability insurance coverage:

Name of Insurer Utica National Insurance Group

Policy Number CPP5068673

Term of policy 07/01/20 to 07/01/21

12. Assure that the trainee's activity will not impair existing contracts for services of collective bargaining agreements nor will infringe on the promotional opportunities of any currently employed individual.

**Union Concurrence:**

The union official, by signature below, certifies that the collective bargaining unit has reviewed this Worksite Agreement and agrees to review and sign all trainee agreements:

<u>N/A</u>	<u></u>	<u></u>	<u></u>
Union Official's Name	Union Official's Title	Signature	Date

13. Notify Contractor of any current or impending labor disputes or grievances which may impact on this agreement.
14. Post work posters required and provided by Contractor.
15. Evaluate trainee as requested, on forms provided by Contractor.
16. Permit representatives of West Central Job Partnership, its agents, the Pennsylvania Department of Labor and Industry, the Pennsylvania Department of Human Services, the United States Department of Labor, or any representative thereof access to the worksite, the trainee, mentors or others involved in the WE program.
17. Will cooperate with and respond to requests for information needed to complete an audit, including retaining work and attendance records for four years from the trainee's termination from the WE program.

18. Consider trainees for employment vacancies as they occur at the worksite.
19. Understands that withdrawal of the trainee from the worksite and termination of this worksite agreement will require a mutual understanding between the worksite and the Contractor. Attempts will be made to rectify any problems prior to termination of the trainee.

#### **Worksite Mentor Responsibilities:**

1. Develop a learning plan for the trainee and the methods to carry out the plan during the WE period.
2. Work side by side with the trainee while doing your job so the trainee becomes familiar with the tasks to be done.
3. Provide trainee with the opportunity to fully explore the trade/skill area(s) of the mentor's job and the requirements, training, and certification necessary to perform it.
4. Explain and show trainee how the mentor's job ties together with other jobs at the worksite to produce the finished product or service.
5. Assure trainee is fully aware of safety provisions and follows them at all times.
6. Meet with Contractor's staff as needed to relate trainee's weaknesses on the job and determine if classroom assignments can be given to help the trainee turn the deficiencies into competencies.
7. Evaluate the trainee's effort and provide feedback to the Contractor.
8. Cooperate with monitors or representatives of sponsoring agencies.
9. Please see #7 under the heading Worksite Assurances.

#### **West Central Job Partnership's Responsibilities:**

1. Develop and place trainee in a worksite that contributes most to the trainee's employment goal.
2. Prepare Worksite Agreement including a job description and trainee's work schedule and obtain signature of worksite official.
3. Ensure that worksite understands the assurances included in the Worksite Agreement.
4. Provide advice to the worksite mentors to ensure adequate supervision will be provided.
5. Ensure that worksite understands the time reporting requirements and signs the trainee's timecards provided by the Contractor.
6. Pick up the trainee's timecard by the second workday following the end of the pay period.
7. Provide forms, posters and other materials needed for this project.

8. Payroll the trainee at minimum wage including applicable taxes according to pay cards verified by the worksite.
9. Provide Worker's Compensation for the trainee while enrolled in this project.
10. Work cooperatively with Worksite Mentor to designate the skills the trainee is to learn.
11. Monitor and evaluate the extent of compliance by the worksite in its responsibilities.

WIOA Form #4002 Revised 05/21

# Audit Trail

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This audit trail was created during the document signature process and holds details of parties involved, including email address of signer(s), device IPs, signature timestamp and more. It serves as a digital certificate and can be used as a legal evidence.

**DOCUMENT** Sharpsville Master Agreement.pdf

**INITIATOR EMAIL** tmcnamara@wcjp.org

**INITIATOR REFERENCE ID** None

DOCUMENT NAME	FINGERPRINT	REFERENCE ID	VERIFICATION LINK
Sharpsville Master Agreement.pdf	7f3e998d227667b3f88 b5347aaf08b5fb99555 c13d720255c0f0087a9 5ddc54a	ca23e981f9a3486fba7 15d5652d11fe9	Click to verify



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Signature request initiated for:

**jvannoy@sasdpride.org (John Vannoy ), tbarbati@wcjp.org (Tammy Barbati )**

Initiated on: 2021-05-26 15:01:18 UTC

IP: 71.66.183.14



**Signed By tbarbati@wcjp.org (Tammy Barbati)**

Signed on: 2021-05-26 15:41:49 UTC

IP: 66.198.224.60



**Signed By jvannoy@sasdpride.org (John Vannoy)**

Signed on: 2021-06-03 17:02:44 UTC

IP: 162.155.245.170



**Signature request completed.**

Completed on: 2021-06-03 17:02:47 UTC

IP: 162.155.245.170



Book	Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Students
Code	103
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 22 PA Code 12.1</li> <li>2. 22 PA Code 12.4</li> <li>3. 22 PA Code 15.1 et seq</li> <li>4. 22 PA Code 4.4</li> <li>5. 24 P.S. 1301</li> <li>6. 24 P.S. 1310</li> <li>7. 24 P.S. 1601-C et seq</li> <li>8. 24 P.S. 5004</li> <li>9. 43 P.S. 951 et seq</li> <li>10. 20 U.S.C. 1681 et seq</li> <li>11. 34 CFR Part 106</li> <li>12. 29 U.S.C. 794</li> <li>13. 42 U.S.C. 12101 et seq</li> <li>14. 42 U.S.C. 1981 et seq</li> <li>15. 42 U.S.C. 2000d et seq</li> <li>16. U.S. Const. Amend. XIV, Equal Protection Clause</li> <li>17. Pol. 113.1</li> <li>18. Pol. 218</li> <li>19. Pol. 233</li> <li>20. Pol. 317</li> <li>21. Pol. 806</li> <li>22. Pol. 113.2</li> <li>23. Pol. 113.3</li> <li>24. 20 U.S.C. 1232g</li> <li>25. 34 CFR 106.44</li> <li>26. 34 CFR 106.45</li> <li>27. 34 CFR 106.71</li> <li>28. 34 CFR Part 99</li> <li>29. 34 CFR 106.30</li> <li>30. Pol. 103.1</li> </ol>

30. Pol. 103.1

31. Pol. 113

32. 34 U.S.C. 12291

33. 20 U.S.C. 1092

34. 34 CFR 106.8

35. Pol. 150

36. Pol. 317.1

18 Pa. C.S.A. 2709

20 U.S.C. 1400 et seq

28 CFR Part 41

28 CFR Part 35

34 CFR Part 100

34 CFR Part 104

34 CFR Part 110

U.S. Const. Amend. I

Bostock v. Clayton County, 590 U.S., 140 S. Ct. 1731 (2020)

Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)

Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

Office for Civil Rights - Resources for Addressing Racial Harassment

Pol. 122

Pol. 123

Pol. 138

Pol. 216

Pol. 220

Pol. 247

Pol. 249

Pol. 251

Pol. 252

Pol. 320

Pol. 701

Pol. 815

Pol. 832

Adopted March 16, 2009

Last Revised June 21, 2021

### **Authority**

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national

origin, marital status, pregnancy or handicap/disability.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16][17][18][19][20]

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related attachments be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

#### Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation

The Board encourages students and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the building principal, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.

The student's parents/guardian or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[21]

If the building principal is the subject of a complaint, the student, third party or a reporting employee shall report the incident directly to the Title IX Coordinator.

The complainant or the individual making the report may use the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant attachments followed.

The building principal shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of

supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures prescribed in Attachment 2 to this policy, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3, or other Board policies.

#### Disciplinary Procedures When Reports Allege Title IX Sexual Harassment

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in Attachment 3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.[17][19][22][23]

When an emergency removal, as described in Attachment 3, is warranted to address an immediate threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable.[17][18][19][22]

When an emergency removal is not required, disciplinary sanctions shall be considered in the course of the Title IX grievance process for formal complaints. Following the issuance of the written determination and any applicable appeal, any disciplinary action specified in the written determination or appeal decision shall be implemented in accordance with the normal procedures for suspensions, expulsions or other disciplinary actions, including specific provisions to address a student with a disability where applicable.

#### Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, the attachments and the district's legal and investigative obligations.[24][25][26][27][28]

#### Retaliation

The Board prohibits retaliation by the district or any other person against any person for:[27]

1. Reporting or making a formal complaint of any form of discrimination or retaliation, including Title IX sexual harassment.
2. Testifying, assisting, participating or refusing to participate in a related investigation, process or other proceeding or hearing.
3. Acting in opposition to practices the person reasonably believes to be discriminatory.

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if retaliation is believed to have occurred.

#### Definitions

**Complainant** shall mean an individual who is alleged to be the victim.

**Respondent** shall mean an individual alleged to be the perpetrator of the discriminatory conduct.

#### Discrimination

**Discrimination** shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.

**Harassment** is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance when such conduct is:

1. Sufficiently severe, persistent or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

#### Definitions Related to Title IX Sexual Harassment

**Formal complaint** shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[26][29]

**Supportive measures** shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[29]

**Supportive measures** shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[29]

1. Counseling.
2. Extensions of deadlines or other course-related adjustments.
3. Modifications of work or class schedules.
4. Campus escort services.
5. Mutual restrictions on contact between the parties.
6. Changes in work or housing locations.
7. Leaves of absence.
8. Increased security.
9. Monitoring of certain areas of the campus.
10. Assistance from domestic violence or rape crisis programs.
11. Assistance from community health resources including counseling resources.

**Supportive measures** may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or

Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.[17][22][23][30][31]

**Title IX sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:[29]

1. A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo sexual harassment*.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
3. Sexual assault, dating violence, domestic violence or stalking.
  - a. **Dating violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[32]
    - i. Length of relationship.
    - ii. Type of relationship.
    - iii. Frequency of interaction between the persons involved in the relationship.
  - b. **Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[32]
  - c. **Sexual assault** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[33]
  - d. **Stalking**, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[32]
    - i. Fear for their safety or the safety of others.
    - ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[25][26][29]

### **Delegation of Responsibility**

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent as the district's Compliance Officer and Middle

School Principal as the district's Title IX Coordinator.[34]

The Compliance Officer can be contacted at:

Address: 1 Blue Devil Way, Sharpsville, PA 16150

Email: ComplianceOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 4104

The Title IX Coordinator can be contacted at:

Address: 301 Blue Devil Way, Sharpsville, PA 16150

Email: TitleIXOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 2850

The Compliance Officer and Title IX Coordinator shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas, as appropriate:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - Provide training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment, and related areas.[35]
6. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.
7. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

## **Guidelines**

### **Title IX Sexual Harassment Training Requirements**

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive the following training, as required or appropriate to their specific role:

1. Definition of sexual harassment.
2. Scope of the district's education program or activity, as it pertains to what is subject to Title IX regulations.

3. How to conduct an investigation and grievance process for formal complaints, including examination of evidence, drafting written determinations, handling appeals and informal resolution processes, as applicable.
4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.
5. Use of relevant technology.
6. Issues of relevance including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.
7. Issues of relevance, weight of evidence and application of standard of proof and drafting investigative reports that fairly summarize relevant evidence.
8. How to address complaints when the alleged conduct does not qualify as Title IX sexual harassment but could be addressed under another complaint process or Board policy.

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.

All training materials shall be posted on the district's website.

#### Disciplinary Consequences

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to: [17][18][19]

1. Loss of school privileges.
2. Permanent transfer to another school building, classroom or school bus.
3. Exclusion from school-sponsored activities.
4. Detention.
5. Suspension.
6. Expulsion.
7. Referral to law enforcement officials.

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[20][36]

#### Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Attachment 2 to this policy.

#### Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3 to this policy.

103-Attach 1 Report Form.pdf (155 KB)

103-Attach 4 ConfidentialityTemplateLetter.docx (21 KB)

103-Attach 2 Discrimination.docx (39 KB)

103-Attach 3 Title IX.docx (75 KB)





Book	Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Staff
Code	104
Status	Active

## Legal

1. 43 P.S. 336.3
2. 43 P.S. 951 et seq
3. 34 CFR Part 106
4. 20 U.S.C. 1681 et seq
5. 29 U.S.C. 206
6. 29 U.S.C. 621 et seq
7. 29 U.S.C. 794
8. 42 U.S.C. 1981 et seq
9. 42 U.S.C. 2000e et seq
10. 42 U.S.C. 2000ff et seq
11. 42 U.S.C. 12101 et seq
12. U.S. Const. Amend. XIV, Equal Protection Clause
13. Pol. 317
14. Pol. 317.1
15. Pol. 806
16. Pol. 824
17. 20 U.S.C. 1232g
18. 34 CFR 106.44
19. 34 CFR 106.45
20. 34 CFR 106.71
21. 34 CFR Part 99
22. 34 CFR 106.30
23. 34 U.S.C. 12291
24. 20 U.S.C. 1092
25. 34 CFR 106.8
- 16 PA Code 44.1 et seq
- 18 Pa. C.S.A. 2709
- 28 CFR 35.140
- 28 CFR Part 41
- 29 CFR Parts 1600-1691
- EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993
- EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999
- EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990
- Burlington Industries, Inc. v. Ellerth, 524 U.S. 742 (1998)
- Faragher v. City of Boca Raton, 524 U.S. 775 (1998)
- Pol. 320
- Pol. 815
- Pol. 832

## Adopted

March 16, 2009

Last Revised

June 21, 2021

**Authority**

The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16]

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related attachments be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

**Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation**

The Board encourages employees and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the building principal or building administrator. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.

If the building principal or building administrator is the subject of a complaint, the complainant or the individual making the report shall direct the report of the incident to the Title IX Coordinator.

The complainant or the individual making the report may use the Discrimination/Sexual Harassment/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant attachments followed.

The building principal or building administrator shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures prescribed in Attachment 2 to this policy, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3, or other Board policies.

**Disciplinary Procedures when Reports Allege Title IX Sexual Harassment**

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in Attachment 3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.

#### *Administrative Leave –*

When an employee, based on an individualized safety and risk analysis, poses an immediate threat to the health or safety of any student or other individual, the employee may be removed on an emergency basis.

An accused, nonstudent district employee may be placed on administrative leave during the pendency of the grievance process for formal complaints, consistent with all rights under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, and in accordance with state law and regulations, Board policy and an applicable collective bargaining agreement or individual contract.

#### Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report, and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, the attachments and the district's legal and investigative obligations.[17][18][19][20][21]

#### Retaliation

The Board prohibits retaliation by the district or any other person against any person for:[20]

1. Reporting or making a formal complaint of any form of discrimination or retaliation, including Title IX sexual harassment.
2. Testifying, assisting, participating or refusing to participate in a related investigation, process or other proceeding or hearing.
3. Acting in opposition to practices the person reasonably believes to be discriminatory.

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if they believe retaliation has occurred.

#### Definitions

**Complainant** shall mean an individual who is alleged to be the victim.

**Respondent** shall mean an individual alleged to be the perpetrator of the discriminatory conduct.

#### Discrimination

**Discrimination** shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, creed, religion, sex, sexual orientation, genetic information, ancestry, national origin, marital status, pregnancy, or handicap/disability.

**Harassment** is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related work performance, including when:[9]

1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status; or

2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or
3. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.

#### Definitions Related to Title IX Sexual Harassment

**Formal complaint** shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[19][22]

**Supportive measures** shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[22]

**Supportive measures** shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[22]

1. Counseling or Employee Assistance Program.
2. Extensions of deadlines or other course-related adjustments.
3. Modifications of work or class schedules.
4. Campus escort services.
5. Mutual restrictions on contact between the parties.
6. Changes in work locations.
7. Leaves of absence.
8. Increased security.
9. Monitoring of certain areas of the campus.
10. Assistance from domestic violence or rape crisis programs.
11. Assistance from community health resources including counseling resources.

**Title IX sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:[22]

1. A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo sexual harassment*.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
3. Sexual assault, dating violence, domestic violence or stalking.

- a. **Dating violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[23]
  - i. Length of relationship.
  - ii. Type of relationship.
  - iii. Frequency of interaction between the persons involved in the relationship.
- b. **Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[23]
- c. **Sexual assault** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[24]
- d. **Stalking**, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[23]
  - i. Fear for their safety or the safety of others.
  - ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[18][19][22]

### **Delegation of Responsibility**

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent as the district's Compliance Officer and Middle School Principal as the district's Title IX Coordinator.[25]

The Compliance Officer can be contacted at:

Address: 1 Blue Devil Way, Sharpsville, PA 16150

Email: ComplianceOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 4104

The Title IX Coordinator can be contacted at:

Address: 303 Blue Devil Way, Sharpsville, PA 16150

Email: TitleIXOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 2850

The Compliance Officer and Title IX Coordinator shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas, as appropriate:

1. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee disciplinary actions up to and including termination.
2. Training - Provide training for supervisors and staff to prevent, identify and alleviate problems of employment discrimination.
3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs, and community health resources including counseling resources.
4. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

## **Guidelines**

### **Title IX Sexual Harassment Training Requirements**

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive the following training, as required or appropriate to their specific role:

1. Definition of sexual harassment.
2. Scope of the district's education program or activity, as it pertains to what is subject to Title IX regulations.
3. How to conduct an investigation and grievance process for formal complaints, including examination of evidence, drafting written determinations, handling appeals and informal resolution processes, as applicable.
4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.
5. Use of relevant technology.
6. Issues of relevance including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.
7. Issues of relevance, weight of evidence and application of standard of proof and drafting investigative reports that fairly summarize relevant evidence.
8. How to address complaints when the alleged conduct does not qualify as Title IX sexual harassment but could be addressed under another complaint process or Board policy.

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.[13][14]

All training materials shall be posted on the district's website.

### Disciplinary Consequences

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.

### Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, ancestry, genetic information, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Attachment 2 to this policy.

### Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3 to this policy.

104-Attach 1 Report Form.pdf (143 KB)

104-Attach 2 Discrimination.docx (39 KB)

104-Attach 3 Title IX.docx (73 KB)



Book	Policy Manual
Section	100 Programs
Title	Lesson Plans
Code	111
Status	Active
Legal	1. 24 P.S. 510 Pol. 113 Pol. 814 Pol. 815
Adopted	March 16, 2009
Last Revised	June 21, 2021

### **Authority**

To ensure consistency and continuity of instruction, the Board requires professional staff members to develop and maintain daily lesson plans.[1]

### **Delegation of Responsibility**

To facilitate more effective instruction, lesson plans must be prepared and submitted to the building principal for review.

Lesson plans shall be inspected and must conform to the guidelines established by the building principal.

Teachers shall make thorough preparation for all daily lessons and shall prepare plans reflecting such preparation.

Teachers are to provide adequate directions for substitutes, the purpose of which shall be to continue the instructional program or provide a meaningful educational alternative that relates to the subject area.

Lesson plans must be available for immediate access by assigned substitute teachers.

### **Guidelines**

Guidelines for implementation of this policy shall include:

1. Lesson plans may be prepared on master sheets or online templates.

2. The format for lesson plans shall be decided at the building level or grade level.
3. While teachers are required to be thoroughly prepared for each daily lesson, plans may be prepared for each lesson or on a long-term basis, i.e. unit of work, whichever is most appropriate.
4. Material to be used in a lesson, such as printed or digital material and audiovisual resources may serve as an integral part of the plan.
5. Lesson plans for individualized programs should reflect a general overview and purpose of the instructional program; individual student plans or records may serve as an integral part of the lesson plan.



Book	Policy Manual
Section	100 Programs
Title	Discipline of Students With Disabilities
Code	113.1
Status	Active
Legal	1. 22 PA Code 14.133 2. Pol. 113 3. Pol. 113.2 4. 22 PA Code 14.143 5. 34 CFR 300.530 6. Pol. 218 7. Pol. 233 8. Pol. 832 9. 22 PA Code 12.6 10. 20 U.S.C. 1415 11. 20 U.S.C. 1412 12. 34 CFR 300.536 13. 34 CFR 300.532 14. 34 CFR 300.533 15. 34 CFR 300.534 16. 18 U.S.C. 930 17. Pol. 218.1 18. 21 U.S.C. 812 19. Pol. 227 20. 18 U.S.C. 1365 21. 24 P.S. 1303-A 22. 22 PA Code 10.2 23. 35 P.S. 780-102 24. 24 P.S. 1302.1-A 25. 22 PA Code 10.21 26. 22 PA Code 10.22 27. 22 PA Code 10.23 28. 22 PA Code 10.25 29. 22 PA Code 14.104 30. 34 CFR 300.535

30. 34 CFR 300.535

31. Pol. 103.1

32. Pol. 113.3

33. Pol. 218.2

34. Pol. 222

35. Pol. 805.1

36. 20 U.S.C. 1232g

37. 34 CFR Part 99

38. Pol. 113.4

39. Pol. 216

24 P.S. 510

20 U.S.C. 1400 et seq

34 CFR Part 300

Adopted April 20, 2010

Last Revised June 21, 2021

**Purpose**

The district shall develop and implement Positive Behavior Support Plans and programs for students with disabilities who require specific interventions to address behaviors that interfere with learning.[1][2][3]

Students with disabilities who violate the Code of Student Conduct, or engage in inappropriate behavior, disruptive or prohibited activities and/or actions injurious to themselves or others, which would typically result in corrective action or discipline of students without disabilities, shall be disciplined in accordance with state and federal laws and regulations and Board policy and, if applicable, their Individualized Education Program (IEP) and Positive Behavior Support Plan.[1][4][5][6][7][8]

**Definitions**

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.[2]

**Suspensions from school** - disciplinary exclusions from school for a period of one (1) to ten (10) consecutive school days.[7][9]

**Expulsions from school** - disciplinary exclusions from school by the Board for a period exceeding ten (10) consecutive school days and may include permanent exclusion from school.[7][9].

**Interim alternative educational settings** - removal of a student with a disability from the student's current placement. Interim alternative educational settings may be used by school personnel for up to forty-five (45) school days for certain infractions committed by students with disabilities. The IEP team shall determine the interim alternative educational setting; however, this does not constitute a change in placement for a student with a disability.[5][10].

**Authority**

The Board directs that the district shall comply with provisions and procedural safeguards of the Individuals With Disabilities Education Act (IDEA) and federal and state regulations when disciplining

students with disabilities for violations of Board policy or district rules or regulations. No student with a disability shall be subjected to a disciplinary change in placement if the student's particular misconduct is a manifestation of the student's disability. However, under certain circumstances a student with a disability may be placed in an interim alternative educational setting by school personnel or the IEP team could, if appropriate, change the student's educational placement to one which is more restrictive than the placement where the misconduct occurred.[4][5][10]

#### Provision of Education During Disciplinary Exclusions

During any period of expulsion, or suspension from school for more than ten (10) cumulative days in a year, or placement in an interim alternative educational setting for disciplinary reasons, a student with a disability shall continue to receive a free and appropriate public education (FAPE), in accordance with law.[5][9][11]

#### Suspension From School

A student with a disability may be suspended for ten (10) consecutive and fifteen (15) cumulative days of school per school year, for the same reasons and duration as a student without a disability. Such suspension shall not constitute a change in the student's educational placement.[4][5][9][10][12]

#### Changes in Educational Placement/Manifestation Determinations

For disciplinary exclusions which constitute a change in educational placement, the district shall first determine whether the student's behavior is a manifestation of the student's disability. Expulsion, or exclusion from school for more than fifteen (15) cumulative days in a year, or patterns of suspensions for substantially identical behaviors, constitute changes in educational placements requiring a manifestation determination. For students with intellectual disability, any disciplinary suspension or expulsion is a change in educational placement.[4][5]

A student with a disability whose behavior is not a manifestation of the student's disability may be disciplined in accordance with Board policy, district rules and regulations in the same manner and to the same extent as students without disabilities.[4][5][6][7]

#### Parent/Guardian Appeals From Disciplinary Actions/Request for Hearing by District for Students Who Are a Danger to Themselves or Others

A due process hearing may be requested by a parent/guardian of a student with a disability who disagrees with a disciplinary placement or manifestation determination, or by the district if the district believes that the current placement is substantially likely to result in injury to the student or others. On parent/guardian appeal, or when the district requests a due process hearing, the hearing officer may return the student to the placement from which the student was removed or order the student's removal to an appropriate interim alternative educational setting for up to forty-five (45) school days if the hearing officer determines that maintaining the student's current placement is substantially likely to result in an injury to the student or others.[10][13]

Placement during appeals of disciplinary actions shall be in the interim alternative educational setting pending the decision of the hearing officer or expiration of the time period set for the disciplinary exclusion from the student's regular placement unless the district and the parent/guardian agree otherwise.[10][14]

#### Students Not Identified as Disabled/Pending Evaluation

Students who have not been identified as disabled may be subject to the same disciplinary measures applied to students without disabilities if the district did not have knowledge of the disability. If a request for evaluation is made during the period the student is subject to disciplinary measures, the evaluation shall be expedited.[10][15]

#### Administrative Removal to Interim Alternative Educational Setting for Certain Infractions

School personnel may remove a student with a disability, including intellectual disability, to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability if the student:[5][10]

1. Carries a weapon to or possesses a weapon at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **weapon** is defined as a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than two and one-half (2 ½) inches in length.[5][10][16][17]
2. Knowingly possesses or uses illegal drugs, as defined by law, or sells or solicits the sale of a controlled substance, as defined by law, while at school, on school property, or at school functions under the jurisdiction of the district.[5][10][18][19]
3. Has inflicted serious bodily injury upon another person while at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **serious bodily injury** means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ or mental faculty.[5][10][20]

#### Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [21][22][23]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's Positive Behavior Support Plan.[1][2][3][6][10][17][19][22][24][25][26][27][28][29][30][31][32][33][34][35]

For a student with a disability who does not have a Positive Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a Positive Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policies.[1][3][27][32]

When reporting an incident committed by a student with a disability to the appropriate authorities, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.[10][22][25][26][27][30][35][36][37][38][39]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[21][35]



Book	Policy Manual
Section	100 Programs
Title	Behavior Support
Code	113.2
Status	Active

Legal	1. 22 PA Code 14.133
	2. 22 PA Code 14.145
	3. 20 U.S.C. 1414
	4. 34 CFR 300.114
	5. 34 CFR 300.324
	6. 20 U.S.C. 1415
	7. 34 CFR 300.34
	8. 34 CFR 300.530
	9. Pol. 113
	10. Pol. 113.1
	11. Pol. 113.3
	12. 22 PA Code 14.143
	13. 24 P.S. 1302.1-A
	14. 22 PA Code 10.2
	15. 22 PA Code 10.21
	16. 22 PA Code 10.22
	17. 22 PA Code 10.23
	18. 22 PA Code 10.25
	19. 22 PA Code 14.104
	20. 34 CFR 300.535
	21. Pol. 103.1
	22. Pol. 218
	23. Pol. 218.1
	24. Pol. 218.2
	25. Pol. 222
	26. Pol. 227
	27. Pol. 805.1
	24 P.S. 1303-A
	20 U.S.C. 1400 et seq
	34 CFR Part 300
	Pennsylvania Training and Technical Assistance Network, Question and Answer Compendium, January 2020
Adopted	October 24, 2001
Last Revised	June 21, 2021

### **Purpose**

Students with disabilities shall be educated in the least restrictive environment (LRE) in accordance with their Individualized Education Program (IEP), and shall only be placed in settings other than the regular education class when the nature or severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved

satisfactorily and cannot meet the needs of the student. The IEP team for a student with a disability shall develop a Positive Behavior Support Plan if the student requires specific intervention to address behavior that interferes with learning. The identification, evaluation, and plan or program shall be conducted and implemented in accordance with state and federal laws and regulations.[1][2][3][4][5]

### **Authority**

The Board directs that the district's behavior support programs shall be based on positive rather than negative behavior techniques to ensure that students shall be free from demeaning treatment and unreasonable use of restraints or other aversive techniques. The use of restraints shall be considered a measure of last resort and shall only be used after other less restrictive measures, including de-escalation techniques. Behavior support programs and plans shall be based on a functional behavioral assessment and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunity for learning and self-fulfillment.[1][3][5][6][7][8][9][10][11]

### **Definitions**

The following terms shall have these meanings, unless the context clearly indicates otherwise.[1]

**Aversive techniques** - deliberate activities designed to establish a negative association with a specific behavior.

**Behavior support** - development, change and maintenance of selected behaviors through the systematic application of behavior change techniques.

**Positive Behavior Support Plan or Behavior Intervention Plan** - plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A Positive Behavior Support Plan shall be developed by the IEP team, be based on a functional behavioral assessment, and become part of the individual student's IEP. These plans must include methods that use positive reinforcements, other positive techniques and related services required to assist a student with a disability to benefit from special education.

**Positive techniques** - methods that utilize positive reinforcement to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behaviors to specific tangible rewards.

**Restraints** - application of physical force, with or without the use of any device, designed to restrain free movement of a student's body, excluding the following:

1. Briefly holding a student, without force, to calm or comfort the student.
2. Guiding a student to an appropriate activity.
3. Holding a student's hand to escort the student safely from one area to another.
4. Hand-over-hand assistance with feeding or task completion.
5. Techniques prescribed by a qualified medical professional for reasons of safety or for therapeutic or medical treatment, as agreed to by the student's parents/guardians and specified in the IEP.
6. Mechanical restraints governed by this policy, such as devices used for physical or occupational therapy, seatbelts in wheelchairs or on toilets used for balance and safety, safety harnesses in buses, and functional positioning devices.

**Seclusion** - confinement of a student in a room, with or without staff supervision in the same room at all times, in order to provide a safe environment to allow the student to regain self-control.

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.[9]

## **Delegation of Responsibility**

The Superintendent or designee shall ensure that this Board policy is implemented in accordance with federal and state laws and regulations.

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall provide regular training and retraining of staff in the use of specific procedures, methods and techniques, including de-escalation techniques, emergency responses, restraints and seclusions, that will be used to implement positive behavior supports or interventions in accordance with students' IEPs, Positive Behavior Support Plans and Board policy.[1]

The Superintendent or designee shall maintain and report data on the use of restraints, as required. Such report shall be readily available for review during the state's cyclical compliance monitoring. Procedures shall be established requiring reports to be made to the district by entities educating students with disabilities who attend programs or classes outside the district, including private schools, agencies, intermediate units and career and technical schools.[1]

## **Guidelines**

Development of a separate Positive Behavior Support Plan is not required when appropriate positive behavioral interventions, strategies and supports can be incorporated into a student's IEP.[1][5]

When an intervention is necessary to address problem behavior, the positive techniques and types of intervention chosen for a student shall be the least intrusive necessary.

## **Physical Restraints**

Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective.[1]

The Director of Special Education or designee shall notify the parent/guardian as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the parent/guardian, after written notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised Positive Behavior Support Plan, or a change of placement to address the inappropriate behavior.[1]

The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or employed as punishment. Restraints may be included in an IEP with parental consent only if:[1]

1. The restraint is used with specific component elements of a Positive Behavior Support Plan.
2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors.
3. Staff are authorized to use the restraint and have received appropriate training.
4. Positive Behavior Support Plan includes efforts to eliminate the use of restraints.

## **Mechanical Restraints**

Mechanical restraints, which are used to control involuntary movement or lack of muscular control of a student when due to organic causes or conditions, may be employed only when specified by an IEP and as determined by a medical professional qualified to make the determination, and as agreed to by the student's parents/guardians.[1]

Mechanical restraints shall prevent a student from injuring the student or others, or promote normative body positioning and physical functioning.

### Seclusion

The district permits involuntary seclusion of a student for a limited period of time in accordance with the student's IEP or in an emergency to prevent immediate or imminent injury to the student or others, but the seclusion must be the least restrictive alternative. District staff shall provide continuous supervision of students in seclusion, which need not always involve presence of staff within the same room.

The district prohibits the seclusion of students in locked rooms, locked boxes and other structures or spaces from which the student cannot readily exit.[1]

### Aversive Techniques

The following aversive techniques of handling behavior are considered inappropriate and shall not be used in educational programs:[1]

1. Corporal punishment.
2. Punishment for a manifestation of a student's disability.
3. Locked rooms, locked boxes, other locked structures or spaces from which the student cannot readily exit.
4. Noxious substances.
5. Deprivation of basic human rights, such as withholding meals, water or fresh air.
6. Suspensions constituting a pattern as defined in state regulations.[12]
7. Treatment of a demeaning nature.
8. Electric shock.
9. Methods implemented by untrained personnel.
10. Prone restraints, which are restraints by which a student is held face down on the floor.

### Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's Positive Behavior Support Plan.[1][6][9][10][13][14][15][16][17][18][19][20][21][22][23][24][25][26][27]

For a student with a disability who has a Positive Behavior Support Plan at the time of referral, subsequent to notification to law enforcement, the district shall convene the student's IEP team and an updated functional behavioral assessment and Positive Behavior Support Plan shall be required.[1][11][17].

If, as a result of such referral, the student is detained or otherwise placed in a residential setting located outside the district, the Director of Special Education or designee shall ensure that the responsible

school district or intermediate unit is informed of the need to update the student's functional behavioral assessment and Positive Behavior Support Plan.[1]

For a student with a disability who does not have a Positive Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a Positive Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policy.[1][17]

#### Relations With Law Enforcement

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[9][17][19][27]

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[1][9][17][19][27]



Book	Policy Manual
Section	100 Programs
Title	Confidentiality of Special Education Student Information
Code	113.4
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. Pol. 113</li> <li>2. Pol. 216</li> <li>3. 34 CFR 300.611-300.627</li> <li>4. 34 CFR 300.520</li> <li>5. 34 CFR 300.625</li> <li>6. 34 CFR 300.611</li> <li>7. 34 CFR 99.3</li> <li>8. 20 U.S.C. 1232g</li> <li>9. 34 CFR 300.32</li> <li>10. 34 CFR 300.613</li> <li>11. 34 CFR 99.10</li> <li>12. 34 CFR 99.4</li> <li>13. 34 CFR 300.615</li> <li>14. 34 CFR 99.12</li> <li>15. 34 CFR 300.616</li> <li>16. 34 CFR 300.617</li> <li>17. 34 CFR 99.11</li> <li>18. 34 CFR 300.614</li> <li>19. 34 CFR 300.618</li> <li>20. 34 CFR 99.20</li> <li>21. 34 CFR 300.510-300.516</li> <li>22. 34 CFR 300.619</li> <li>23. 34 CFR 99.21</li> <li>24. 34 CFR 300.621</li> <li>25. 34 CFR 99.22</li> <li>26. 34 CFR 300.620</li> <li>27. 34 CFR 300.623</li> <li>28. 34 CFR 300.624</li> <li>29. 34 CFR 99.30</li> </ol>

30. 34 CFR 99.31

31. 34 CFR 300.154

32. 34 CFR 300.622

33. Pol. 113.1

34. Pol. 113.2

35. 22 PA Code 10.2

36. 22 PA Code 10.21

37. 22 PA Code 10.22

38. 22 PA Code 10.23

39. 20 U.S.C. 1415

40. 34 CFR 300.535

41. 34 CFR Part 99

42. Pol. 805.1

20 U.S.C. 1400 et seq

34 CFR Part 300

Bureau of Special Education Letter to School Entities on Retention of Records, Dated November 9, 2009

Pennsylvania Department of Education Individuals With Disabilities Education Act Part B LEA Policies and Procedures under 34 CFR §§300.101 - 300.176 (2018)

Pol. 113.3

Adopted May 20, 2013

Last Revised June 21, 2021

## **Authority**

The Board recognizes the need to protect the confidentiality of personally identifiable information in the education records of students with disabilities.[1][2]

The district shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, retaining, disclosing and destroying student special education records, in accordance with Board policy, state requirements, and federal and state law and regulations.[2][3].

The rights provided by this policy apply to parents/guardians of students who receive special education programming and services from the district or an outside program provided through the district.[4][5].

## **Definitions**

**Destruction** shall mean the physical destruction or removal of personal identifiers from information so that the information is no longer personally identifiable.[6]

**Disclosure** shall mean to permit access to or the release, transfer, or other communication of personally identifiable information contained in education records by any means, including oral, written, or electronic means, to any party except the party identified as the party that provided or created the record.[7].

**Education records**, for purposes of this policy, shall include the records and information covered under the definition of education records in the Family Educational Rights and Privacy Act (FERPA) and its

implementing regulations.[2][Z][8]

**Personally identifiable information** includes, but is not limited to:[Z][9]

1. The name of a student, the student's parents/guardians or other family members.
2. The address of the student or student's family.
3. A personal identifier, such as the student's social security number, student number, or biometric record.
4. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name.
5. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.
6. Information requested by a person who the district reasonably believes knows the identity of the student to whom the education record relates.

## **Guidelines**

### **Parental Access Rights**

The district shall permit parents/guardians to inspect and review any education records relating to their child(ren) that are collected, retained, or used by the district in connection with providing special education services to the student.[10][11]

The district shall comply with a parental request to inspect and review education records without unnecessary delay and before any meeting regarding an Individualized Education Program (IEP); any impartial due process hearing relating to the identification, evaluation, educational placement, or the provision of a free and appropriate public education (FAPE) to a student; a hearing related to the discipline of the student; and a resolution meeting.

The district shall presume a parent/guardian has authority to inspect and review records relating to their child unless it has been provided documentation that the requesting parent/guardian does not have this authority under applicable state law.[10][12]

The district shall comply with a parental request for review within forty-five (45) days following receipt of the request.[10][11]

A parent's/guardian's right to inspect and review education records includes the right to:

1. A response from the district to reasonable requests for explanations and interpretations of the records;
2. Request that the district provide copies of the records if failure to provide copies would effectively prevent the parent/guardian from exercising the right to inspect and review the records; and
3. Have a representative inspect and review the records.

If an education record includes information on more than one (1) student, the parents/guardians shall have access only to the information relating to their child or shall be informed of the information in the record.[13][14]

The district shall provide parents/guardians, upon request, a list of the types and locations of education records collected, maintained, or used by the district.[15]

### **Fees**

The district may charge a fee for copies of records that are made for parents/guardians so long as the fee does not effectively prevent parents/guardians from exercising their right to inspect and review those records.[16][17]

The district shall not charge a fee to search for or to retrieve information in response to a parental request.

#### Record of Access

The district shall keep a record of parties obtaining access to education records collected, maintained, or used in providing special education and related services to students with disabilities, except access by parents/guardians and authorized district employees.[18]

The district's record of access shall include the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

#### Amendment of Records Upon Parental Request

If a parent/guardian believes that information in the student's education records is inaccurate, misleading or violates the privacy or other rights of the student, the parent/guardian may request that the district amend the information.[19][20]

The district shall decide whether to amend the information within a reasonable period of time from receipt of the request.

If the district declines to amend the information in accordance with a parental request, the district shall inform the parent/guardian of the refusal and advise the parent/guardian of the right to a hearing.

#### Records Hearing

The district shall, on request, provide parents/guardians with an opportunity for a hearing to challenge information in the student's education records to ensure that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. The district recognizes that parents/guardians who believe that there is a due process violation relating to an alleged violation of confidentiality may also request a special education due process hearing.[21][22][23]

#### Hearing Procedures

A hearing to challenge information in education records must meet the following requirements:[24][25]

1. The district shall hold the hearing within a reasonable time after receiving the request for a hearing.
2. The district shall give the parent/guardian reasonable advanced written notice of the date, time, and place of the hearing.
3. The hearing may be conducted by any individual, including a district official, who does not have a direct interest in the outcome of the hearing.
4. The district shall give the parent/guardian a full and fair opportunity to present relevant evidence. The parent/guardian may, at their own expense, be assisted or represented by one (1) or more individuals of their choice, including an attorney.
5. The district shall inform parents/guardians of its decision in writing within a reasonable period of time after the hearing.
6. The decision must be based solely on the evidence presented at the hearing, and must include a summary of the evidence and the reasons for the decision.

#### Result of Hearing

If, as a result of the hearing, the district decides that the information is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall amend the information accordingly and inform the parent/guardian in writing.[23][26]

If, as a result of the hearing, the district decides that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall inform the parent/guardian of the parent's/guardian's right to place in the student's records a statement commenting on the information and/or providing any reasons for disagreeing with the district's decision.

Any explanation placed in the student's records shall be:

1. Maintained by the district as part of the student's records as long as the record or contested portion is maintained by the district; and
2. Included with the record or contested portion if the record or contested portion are disclosed to any party.

### Storage, Retention and Destruction of Information

The district shall store all education records and personally identifiable information of students receiving special education services in such a way as to protect the confidentiality and integrity of the records and information, prevent unauthorized access to and disclosure of records and information, and ensure compliance with other legal and regulatory requirements regarding records retention.[27]

The district shall maintain, for public inspection, a current listing of the names and positions of those district employees who have access to personally identifiable information.[27]

In order to comply with state compliance monitoring requirements, the district shall maintain education records for students receiving special education services for at least six (6) years.[2]

The district shall inform parents/guardians when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to the student. After notice, such information shall be destroyed upon parental request.[28]

No education record shall be destroyed if there is an outstanding request to inspect or review the record or if a litigation hold exists.[11]

The district may maintain a permanent record of the student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed.[28]

The district shall ensure the destruction of education records in a manner that protects the confidentiality and privacy rights of the student and the student's family.[27]

### Disclosure to Third Parties

The district shall obtain parental consent before disclosing personally identifiable information to parties other than school district officials with a legitimate educational interest or other educational institutions that provide special education services to the student for the purposes of meeting a requirement of law or regulation unless the information is contained in education records and the disclosure is permitted without parental consent under law and regulations.[2][29][30][31][32][33][34]

Parental consent must be obtained before personally identifiable information is released to officials of participating agencies providing or paying for transition services.[32]

If a student is enrolled, or is going to enroll in a private school that is not located in the district of the parent's/guardian's residence, parental consent must be obtained before any personally identifiable information about the student is released between officials in the district where the private school is located and officials in the district of the parent's/guardian's residence.[32]

### Disclosure to Law Enforcement

When reporting an incident committed by a student with a disability to the appropriate authorities, in accordance with applicable law, regulations and Board policy, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.[2][8][33][35][36][37][38][39][40][41][42]

### Delegation of Responsibility

In order to maintain the confidentiality of the educational records and personally identifiable information of students with disabilities, the Board designates the Director of Student Services to coordinate the district's efforts to comply with this policy and applicable laws and regulations.[27].

All district employees collecting or using personally identifiable information shall receive training or instruction regarding Board policy, administrative regulations, and state and federal law and regulations regarding confidentiality of education records and personally identifiable information.[27].



Book	Policy Manual
Section	100 Programs
Title	Extracurricular Activities
Code	122
Status	Active
Legal	1. 22 PA Code 12.1 2. 24 P.S. 5322 3. 24 P.S. 1425 4. 20 U.S.C. 4071 et seq 5. 24 P.S. 511 6. Pol. 103 7. Pol. 103.1 8. Pol. 110 9. Pol. 218 10. 24 P.S. 5323 11. Pol. 123.1 12. Pol. 123.2 13. 22 PA Code 12.4 24 P.S. 5321 et seq
Adopted	March 6, 2009
Last Revised	June 21, 2021

### **Purpose**

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as building social relationships, developing interests in a specific area, and gaining an understanding of the elements and responsibilities of good citizenship.

### **Definitions**

For purposes of this policy, **extracurricular activities** shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate.[1]

For purposes of this policy, an **athletic activity** shall mean all of the following:[2][3]

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.
2. Noncompetitive cheerleading that is sponsored by or associated with the school.
3. Practices, interschool practices and scrimmages for all athletic activities.

### **Authority**

The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.[4][5][6][7]

The Board encourages secondary level students to pursue clubs and interests that may not be related directly to any of the curriculum programs offered in the district. In pursuit of such goal and in compliance with law, the Board maintains a limited open forum in which secondary students may meet for voluntary student-initiated activities unrelated directly to the curriculum, regardless of the religious, political, philosophical or other content of the speech related to such activities.

The Board acknowledges that for continued growth of its extracurricular programs, advisors continue to foster their programs outside the normal school day/school year. In the event that an activity involving the district's extracurricular program includes an overnight stay, it is a requirement that a same gender advisor/chaperone attend the over-night activity. This same gender advisor/chaperone must be a Board-approved employee or volunteer.

Any extracurricular activity shall be considered under the sponsorship of this Board when it has been approved by the Board upon recommendation of the Superintendent.

The Board shall maintain the program of extracurricular activities at no cost to participating students, except that:

1. The Board's responsibility for provision of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies.[8]
2. Students may assume all or part of the costs for travel and attendance at extracurricular events and trips.

### **Off-Campus Activities**

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:[9]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.

6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

### **Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and their parent/guardian shall sign and return the acknowledgement of receipt and review of the following:[3][10][11][12]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.

The Superintendent or designee shall develop administrative regulations to implement the extracurricular activities program. All student groups shall adhere to Board policy and administrative regulations.

### **Guidelines**

Guidelines shall ensure that the program of extracurricular activities:

1. Assesses the needs and interests of and is responsive to district students.
2. Invites the participation of parents/guardians and community in developing extracurricular activities. Such participation shall be in accordance with the Equal Access Act.[4]
3. Involves students in developing and planning extracurricular activities.
4. Ensures provision of competent guidance and supervision by staff.
5. Guards against exploitation of students.
6. Provides a variety of experiences and diversity of organizational models.
7. Provides for continuing evaluation of the program and its components.
8. Ensures that all extracurricular activities are open to all students and that all students are fully informed of the opportunities available to them.[1][13]

### **Eligibility Requirements**

Participants in school activities and clubs shall be eligible to participate as long as they meet the eligibility requirements established by the Board. **Eligibility** is defined for the first one-third of each grading period, as meeting P.I.A.A. requirements which is passing four (4) major subjects. For the remainder of each grading period, **eligibility** is defined as not having a combined total of two (2) failing grades (F) in courses equal to two (2) credits. For example, an "F" in English and one (1) in Math would make the student not eligible. Again an "F" in English and an "F" in Physical Education would make the student eligible since Physical Education is not a full credit course. A **full credit** is defined as a class that meets five (5) days a week for the entire year. Tutoring is available and is highly recommended for students receiving a failing grade. Ineligible participants are required to attend tutoring classes.

Any participant who is declared ineligible for the first time during the particular activity will be able to practice, but not play in any games, etc. The second time and any other time during the season that a student is ineligible by these standards, s/he will not be able to play in games/matches and will not be permitted to practice during the period of ineligibility. Likewise, a student who is ineligible for the time during school can go to dances, club activities, and club meetings. The second time and every time after that, the student forfeits all rights to participate and, therefore, will be barred from all activities.

Any activity which is related to the curriculum and figures into a student's grade is exempt.

In the implementation of this policy there will be a weekly evaluation of each student's eligibility based upon the failure reports due in the principal's office each Friday afternoon. Students not meeting the academic requirements would not participate the following week. At the beginning of a new school year, ineligible status will be issued to students whose academic achievement was unsatisfactory according to the future standards established above for the preceding school year.

#### Equal Access Act

The district shall provide secondary students the opportunity for noncurriculum-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.[4].

**Noninstructional time** is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.

The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Superintendent or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.

The district retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.



Book	Policy Manual
Section	100 Programs
Title	Interscholastic Athletics
Code	123
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 22 PA Code 4.27</li> <li>2. 24 P.S. 1601-C et seq</li> <li>3. 34 CFR 106.41</li> <li>4. Pol. 103</li> <li>5. Pol. 103.1</li> <li>6. 24 P.S. 511</li> <li>7. Pol. 204</li> <li>8. Pol. 218</li> <li>9. 24 P.S. 5323</li> <li>10. 24 P.S. 1425</li> <li>11. Pol. 123.1</li> <li>12. Pol. 123.2</li> <li>13. 22 PA Code 12.1</li> <li>14. 22 PA Code 12.4</li> <li>15. 24 P.S. 1603-C</li> <li>24 P.S. 5321 et seq</li> </ol>
Adopted	March 16, 2009
Last Revised	June 21, 2021

### **Purpose**

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and as a conduit for community involvement.

The program fosters the growth of school loyalty within the student body as a whole and stimulates community interest.

The game activities and practice sessions provide opportunities to teach the values of competition, sportsmanship, and teamwork.

### **Definition**

For purposes of this policy, the program of **interscholastic athletics** shall include all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.

### **Authority**

It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to male and female students on as equal a basis as is practicable and without discrimination, in accordance with law and regulations.[1][2][3][4][5]

The Board shall approve a program of interscholastic athletics and require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.[6]

The Board shall determine the standards of eligibility to be met by all students participating in an interscholastic program. Such standards shall require that each student, before participating in any interscholastic activity, be covered by student accident insurance; be free of injury; and undergo a physical examination by a licensed physician.[6]

The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association.

The Board directs that no student may participate in interscholastic athletics who has not:[6]

1. Met the requirements for academic eligibility.
2. Complied with the requirements of the Athletic Handbook.
3. Complied with the requirements of the Code of Conduct for Interscholastic Athletics and Board policies and administrative regulations related to student discipline.
4. Attended school regularly.[7]
5. Been in attendance on the day of the athletic event or practice for the hours required.
6. Returned all school athletic equipment previously used.
7. Adhered to applicable discipline standards.[8]

### **Eligibility Requirements**

Participants in interscholastic athletics, school activities and clubs shall be eligible to participate as long as they meet the eligibility requirements established by the Board. **Eligibility** is defined for the first one-third of each grading period, as meeting P.I.A.A. requirements which is passing four (4) major subjects. For the remainder of each grading period, **eligibility** is defined as not having a combined total of two (2) failing grades (F) in courses equal to two (2) credits. For example, an "F" in English and one (1) in Math would make the student not eligible. Again an "F" in English and an "F" in Physical Education would make the student eligible since Physical

Education is not a full credit course. A **full credit** is defined as a class that meets five (5) days a week for the entire year. Tutoring is available and is highly recommended for students receiving a failing grade. Ineligible participants are required to attend tutoring classes.

Any participant who is declared ineligible for the first time during the particular activity will be able to practice, but not play in any games etc. The second time and any other time during the season that a student is ineligible by these standards, s/he will not be able to play in games/matches and will not be permitted to practice during the period of ineligibility. Likewise, a student who is ineligible for the time

during school can go to dances, club activities, and club meetings. The second time and every time after that, the student forfeits all rights to participate and, therefore, will be barred from all activities.

Any activity which is related to the curriculum and figures into a student's grade is exempt.

In the implementation of this policy there will be a weekly evaluation of each student's eligibility based upon the failure reports due in the principal's office each Friday afternoon. Students not meeting the academic requirements would not participate the following week. At the beginning of a new school year, ineligible status will be issued to students whose academic achievement was unsatisfactory according to the future standards established above for the preceding school year.

### Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:[8]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

### Delegation of Responsibility

Each school year, prior to participation in an interscholastic athletic activity, every student athlete and their parent/guardian shall sign and return the acknowledgement of receipt and review of the following:  
[9][10][11][12]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.

The Superintendent or designee shall annually prepare, approve and present to the Board for its consideration a program of interscholastic athletics, which shall include a complete schedule of events.

The Superintendent shall inform the Board of changes in that schedule as they occur.

The Superintendent or designee shall disseminate rules for the conduct of students participating in interscholastic athletics. Such rules shall be in conformity with regulations of the State Board of Education, the P.I.A.A. and the school district.

The Superintendent shall ensure that similar athletic programs are offered to both sexes in proportion to the district's enrollment.

### Guidelines

Male/Female Athletic Opportunities Report

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.[15]

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.[15]

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[15]



Book	Policy Manual
Section	100 Programs
Title	Sudden Cardiac Arrest
Code	123.2
Status	Active
Legal	1. 24 P.S. 1425 2. Pol. 123 3. Pol. 122 Pol. 822
Adopted	September 16, 2013
Last Revised	June 21, 2021

### **Authority**

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention and recognition of sudden cardiac arrest in student athletes.[1]

### **Definition**

**Athletic activity** shall mean all of the following:[1]

1. Interscholastic athletics.[2]
2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the district, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.[3]
3. Noncompetitive cheerleading that is sponsored by or associated with the district.[3]
4. Practices, interschool practices and scrimmages for all athletic activities, as defined above.[2][3]

### **Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and their parent/guardian shall sign and return the acknowledgement of receipt and review of the Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet that includes information about electrocardiogram testing.[1]

### **Guidelines**

The school may hold an informational meeting prior to the start of each athletic season for all competitors regarding the symptoms and warning signs of sudden cardiac arrest and information about electrocardiogram testing. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, cardiologists, and athletic trainers.[1]

#### Removal From Play

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the district, exhibits signs or symptoms of sudden cardiac arrest while participating in an athletic activity shall be removed by the coach from participation at that time.[1]

Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities.[1]

#### Return to Play

The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician, certified registered nurse practitioner or cardiologist. [1]

#### Training

All coaches shall annually, prior to coaching an athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health.[1]

#### Penalties

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following minimum penalties:[1]

1. For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
2. For a **second** violation, suspension from coaching any athletic activity for the remainder of the season and for the next season.
3. For a **third** violation, permanent suspension from coaching any athletic activity.



Book	Policy Manual
Section	100 Programs
Title	Extracurricular Participation by Home Education Students
Code	137.1
Status	Active
Legal	1. 24 P.S. 1327.1 2. 24 P.S. 511 3. Pol. 122 4. Pol. 123 5. Pol. 137 6. 10 U.S.C. 2031 7. Pol. 204 8. Pol. 218
Adopted	March 16, 2009
Last Revised	June 21, 2021

### **Authority**

The Board shall approve participation in the district's extracurricular activities and interscholastic athletic programs by a student enrolled in a home education program who meets all the conditions stated in Board policy.[1][2][3][4][5]

The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.

### **Guidelines**

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district extracurricular activities and interscholastic athletic programs, including, as applicable, Junior Reserve Officers' Training Corps (JROTC) units.[6]

A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if the student was enrolled in the school district.

Prior to trying-out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee.

To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation.[5][7]

The following conditions shall govern participation in the district's extracurricular activities and interscholastic athletic programs by home education students, who shall:

1. Be a resident of the school district.
2. Meet the required eligibility criteria.[3][4]
3. Maintain appropriate insurance coverage, consistent with the coverage requirements for district students.[4]
4. Comply with Board policies and school rules and regulations regarding extracurricular activities, interscholastic athletics, and student discipline.[3][4][8]
5. Comply with policies, rules and regulations, or their equivalent, of the activity's governing organization.[1][2]
6. Meet attendance and reporting requirements established for all participants of the activity or program.[7]
7. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions.[1][4]
8. Comply with all requirements and directives of the district staff, coaches and administrators involved with the extracurricular activity or interscholastic athletic program.

### **Delegation of Responsibility**

The building principal or designee shall ensure that home education students have access to information regarding the district's extracurricular activities and interscholastic athletic programs.

The building principal or designee shall receive and review verification from the parent/guardian that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.

The building principal or designee shall distribute information regarding eligibility criteria and student participation in extracurricular activities and interscholastic athletics to all affected by them.



Book	Policy Manual
Section	100 Programs
Title	Trauma-Informed Approach
Code	146.1
Status	Active

## Legal

1. 24 P.S. 102
2. 24 P.S. 1311-B
3. Pol. 204
4. Pol. 113.1
5. Pol. 113.2
6. Pol. 218
7. Pol. 233
8. Pol. 105
9. Pol. 107
10. Pol. 112
11. Pol. 113
12. Pol. 114
13. Pol. 146
14. Pol. 209
15. Pol. 236
16. Pol. 333
17. Pol. 824
18. Pol. 917
19. Pol. 918
20. Pol. 246
21. Pol. 805
22. Pol. 805.1
23. Pol. 805.2
24. Pol. 806
25. Pol. 819
26. Pol. 602
27. Pol. 701
28. Pol. 832
29. Pol. 100
30. 24 P.S. 328
31. Pol. 004
32. 24 P.S. 1205.7
33. Pol. 818
34. Pol. 916
35. Pol. 235.1
36. Pol. 103.1
37. Pol. 113.3

PA Commission on Crime and Delinquency, School Safety and Security Committee - Model Trauma-Informed Approach Plan

Adopted

June 21, 2021

## **Purpose**

The Board recognizes the impact that trauma may have on the educational environment of the schools, individual student achievement, and the school community as a whole. The Board desires to address the effects of trauma in order to meet the academic, behavioral and professional needs of students and staff. The purpose of this policy is to direct district staff to develop and implement a plan for trauma-informed approaches to education throughout the district.

## **Definitions**

**Trauma** - for purposes of this policy, includes effects of an event, series of events or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's cognitive functioning and physical, social, emotional, mental or spiritual well-being.[1]

**Trauma-informed approach** - for purposes of this policy, includes a school-wide approach to education and a classroom-based approach to student learning that recognizes the signs and symptoms of trauma and responds by fully integrating knowledge about trauma into policies, professional learning, procedures and practices for the purposes of recognizing the presence and onset of trauma, resisting the reoccurrence of trauma and promoting resilience tailored to the district's culture, climate and demographics and the community as a whole.[1]

**Secondary trauma** - the impact of working with students experiencing trauma on a regular basis, which may cause traumatic responses and/or burnout on the individual providing support and care.

## **Authority**

The Board directs district staff to develop and implement a trauma-informed approach plan that uses evidence-based practices and reflects the needs and resources of the district and school community.[2]

The Board shall review current district resources, programs, school climate measures, partnerships with outside agencies, procedures and Board policies through a trauma-informed lens, and shall make revisions or determinations as necessary to facilitate implementation of the district's trauma-informed approach plan.

This shall include, but not be limited to:

1. Student attendance policy and practices that focus on reasons for absence and school attendance improvement.[3]
2. Student disciplinary policies, practices and a Code of Student Conduct that incorporate restorative practices.[4][5][6][7]
3. Curriculum and planned instruction that embed social and emotional learning.[8][9]
4. Student services policies and programs that focus on development and support of students.[10][11][12][13][14][15]
5. Policies and training that focus on building and maintaining appropriate, supportive relationships between adults and students in the school community.[16][17][18][19]
6. School wellness policy, instruction and practices that promote healthy behaviors.[20]
7. Policies and practices that promote student safety and security, and build positive relationships with law enforcement agencies.[21][22][23][24][25]

8. Review of the annual budget to ensure fiscal resources for training and programs related to the trauma-informed approach plan.[26]
9. Review of the facilities and future facilities planning to provide environments that are attentive to the needs of students and staff with transition and sensory sensitivities.[27]
10. Culturally responsive practices that focus on identifying, valuing and integrating the cultures, languages, heritage and experiences of all students and staff to ensure a supportive school climate and community.[28]

### **Delegation of Responsibility**

The Board designates the Director of Student Services to oversee the implementation of the district's trauma-informed approach plan and integrate the coordination of services and professional development into the district's comprehensive plan. The Director of Student Services and the building principals shall serve as a member of the district's Student Assistance Program team.[2][13][15][16][21][29]

The Board directs the Superintendent or designee to research and apply for available funding opportunities for implementation of the district's trauma-informed approach plan aligned with the provisions of law.[2]

The Board directs the School Safety and Security Coordinator to include information regarding the district's implementation of the trauma-informed approach plan into the annual report to the Board on school safety and security practices.[23]

### **Guidelines**

#### **Training**

The district's trauma-informed approach plan shall include provisions for evidence-based training and professional development, based on assigned roles and responsibilities, including but not limited to:[2].

1. Required training for newly elected/appointed or re-elected/appointed school directors on best practices related to trauma-informed approach, in accordance with applicable law and Board policy.[30][31]
2. Required training on trauma-informed approach for certificated administrative and professional employees as part of the professional education plan, in accordance with applicable law and Board policy.[16][32]
3. Training on trauma-informed approach and trauma-related topics for all district staff and contracted service personnel to increase knowledge and understanding of trauma's impact on students and staff.[16][33]
4. Training on trauma-informed approach for all school security personnel employed or contracted by the district, as well as invitation to training for local law enforcement agencies with which the district maintains a Memorandum of Understanding to increase knowledge and awareness in interacting with students who may have experienced trauma.[22][23]
5. Opportunities for volunteers, parents/guardians and other community members to obtain resources or attend training or information sessions on trauma-related approach and trauma-related topics impacting the school community.[18][19][34]

#### **Screening**

The Board directs district staff to identify and implement evidence-based screening tools for students and the school community based on the trauma-informed approach plan, and in accordance with applicable law and regulations, including obtaining parental consent where appropriate or required. Screening tools may include, but are not limited to, those identifying the prevalence of Adverse Childhood Experiences (ACEs), social-emotional needs, and school climate indicators. Screening shall be

conducted by qualified district staff or community agencies with which the district has a contract or other agreement.[13][15][35]

The trauma-informed approach plan shall require that screening results are reviewed by appropriate district staff or other contracted providers, and referrals for individual educational and behavioral services or evaluation for such services are made when indicated by individual or universal screening. Identification and referrals for special education and related services evaluations shall comply with applicable state and federal laws and regulations, and Board policy.[11][12][36][37]

### Services

The district's trauma-informed approach plan shall include provisions for identification of student needs, a referral system for individual assessments and coordination of services among the student and student's family, the school, and county-based services, community care organizations, public health entities, nonprofit youth service providers, community-based organizations, before-school or after-school care providers, or other similar community groups.[2]

Coordinated student services shall be based on the district's approved trauma-informed approach plan, which shall address recognition and response to the effects of trauma on education and instruction, absenteeism and school completion, and the secondary impact of trauma on school employees.[2]

The trauma-informed approach plan shall address coordination with designated district staff and teams responsible for implementing the district's approved plan for K-12 student services and other district programs including, but not limited to, special education and related services, gifted education, guidance counseling, Student Assistance Program, health services, and home and school visitor services.[10][11][12][13][14][15][29][36]

Parental notification and consent may be required prior to referral for or implementation of student services, in accordance with applicable law and regulations.[13][14][15]

The district shall develop partnerships with community-based services and organizations, public health entities, nonprofit youth service providers and other community groups to implement the trauma-informed approach plan and provide referrals and/or services to address and mitigate the impact of trauma for students and staff in accordance with the district's approved plan and framework for support.

The Board shall, where appropriate, review and approve a Memorandum of Understanding or other agreement with each partnering organization or entity for the provision of services, in accordance with the resources of the district and the approved trauma-informed approach plan.

### Education

The district's trauma-informed approach plan shall integrate age-appropriate instruction for students related to trauma-informed topics and social-emotional learning as part of the district's approved curriculum. Instructional topics may include, but not be limited to resilience; self-awareness, self-management, responsible decision-making, relationship skills and social awareness; safe and healthy choices and behaviors; coping strategies; and seeking help for self or others.[8][25]

### Staff Wellness and Support

The district shall monitor and address the impact of trauma, including secondary trauma, on school employees as part of the trauma-informed approach plan. The plan shall include training and resources to identify the warning signs of trauma and provide confidential support and services to promote staff wellness, including but not limited to Employee Assistance Program, work environment that provides space for separation and self-regulation, and training on development of self-care plans and peer support.

### Data Collection and Plan Review

The district shall review and revise the trauma-informed approach plan as needed, based on a review of relevant data, district resources and programs, and the needs of students and staff. Such data may include, but not be limited to:

1. Aggregate data from evidence-based screening tools administered as part of the trauma-informed approach plan.
2. Anecdotal information from staff and students related to trauma and secondary trauma impact in the school environment.
3. Feedback from parents/guardians and the community on the district's implementation of trauma-informed approach to education.
4. Results of school climate surveys and other student or staff surveys on school environment.
5. Aggregate data on student absences, Student Assistance Program referrals, health and school nurse services, student removal discipline and graduation rates.
6. Aggregate data on Employee Assistance Program use and staff feedback on training related to trauma-informed approach.
7. Office for Safe Schools reports.
8. Safe2Say Something aggregate data.
9. PBIS inventories and surveys.



Book	Policy Manual
Section	100 Programs
Title	Title I - Comparability of Services
Code	150
Status	Active
Legal	1. 20 U.S.C. 6321 2. Pol. 138 3. Pol. 103.1 4. Pol. 113 5. Pol. 114 6. Pol. 906
Adopted	January 16, 2018
Last Revised	June 21, 2021

### **Purpose**

The equivalent distribution of district resources is one means the district shall use to ensure all students receive a quality education. This policy demonstrates the district's commitment to ensure that no discrimination occurs in the distribution of resources funded by state and local sources, regardless of the receipt of federal funds.

### **Authority**

The Board directs that each district school receiving Title I funds must use state and local funds to provide services that, taken as a whole, are at least comparable to services in those schools in the district that do not receive Title I funds.[1]

If all schools in the district receive Title I funds, the Board directs that state and local funds shall be used to provide services that, taken as a whole, are substantially comparable in each school.[1]

The Board acknowledges that comparability may be measured on a grade-span by grade-span basis or a school-by-school basis.

### **Definition**

For purposes of this policy, **grade span** is defined as a similar two-grade span difference or less. For example, a grade span of K-2 to K-4, not a grade span of K-2 to K-5.

### **Delegation of Responsibility**

If the district has more than one (1) building per grade span, the Federal Programs Coordinator shall complete a Detailed School Data Sheet.

Regardless of buildings per grade span, the Federal Programs Coordinator shall annually complete a Comparability Assurance Form to provide written assurance of equivalence among schools, including the provision of curriculum materials; instructional supplies; and teachers, administrators and other staff.

### **Guidelines**

#### **Allowable Exclusions**

For the purposes of determining comparability, the district may exclude:[1]

1. State and local funds expended for language instruction education programs.[2]
2. Excess costs associated with providing services to students with disabilities.[3][4][5]
3. Unpredictable changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I.

#### **Complaints**

Complaints by individuals and organizations regarding implementation of equivalence between schools shall be processed in accordance with Board policy.[6]



Book	Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Code	203
Status	Active

## Legal

1. 24 P.S. 1303a
2. 28 PA Code 23.81 et seq
3. 28 PA Code 23.82
4. 22 PA Code 11.20
5. 28 PA Code 23.85
6. 28 PA Code 23.83
7. 28 PA Code 23.84
8. Pol. 200
9. Pol. 251
10. Pol. 255
11. 28 PA Code 27.77
12. Pol. 201
13. 28 PA Code 23.86
14. 28 PA Code 27.71
15. 28 PA Code 27.72
16. Pol. 204
17. Pol. 209
18. 28 PA Code 27.2
19. 28 PA Code 27.1
20. 28 PA Code 27.23
21. 22 PA Code 4.29
22. 22 PA Code 4.4
23. Pol. 105.1
24. 24 P.S. 1402
25. 24 P.S. 1409
26. 20 U.S.C. 1232g
27. 34 CFR Part 99
28. Pol. 113.4
29. Pol. 216
30. Pol. 805
- Pol. 105.2

Adopted February 16, 2010

Last Revised June 21, 2021

**Authority**

In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that guidance and orders from state and local health officials, established Board policy and administrative regulations, and Board-approved health and safety plans be followed by students, parents/guardians and district staff.[1][2]

## **Definitions**

**Certificate of Immunization** - the official form furnished by the Pennsylvania Department of Health. The certificate is filled out by the parent/guardian or health care provider and signed by the health care provider, public health official or school nurse or a designee. The certificate is given to the school as proof of full immunization. The school maintains the certificate as the official school immunization record or stores the details of the record in a computer database.[3]

**Medical Certificate** - the official form furnished by the Pennsylvania Department of Health setting out the immunization plan for a student who is not fully immunized, filled out and signed by a physician, certified registered nurse practitioner or physician assistant, or by a public health official when the immunization is provided by the Department of Health or a local health department, and given to a school as proof that the student is scheduled to complete the required immunizations.[3]

## **Guidelines**

### **Immunization**

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.[1][2][4]

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[5]

A student shall be exempt from immunization requirements whose parent/guardian objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.[1][4][6][7]

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons, provisionally admitted by the Superintendent or designee after beginning a multiple dose vaccine series and submitting proof of immunization or a medical certificate on or before the fifth school day of attendance, or in accordance with programs or guidance established by the PA Department of Health.[1][4][5][6][7]

Homeless students who have not been immunized or are unable to provide immunization records due to being homeless shall be admitted in accordance with the provisions of applicable law and regulations.[5][8][9]

Foster care students and students transferring into a school within the Commonwealth shall be admitted in accordance with law and regulations, and shall have thirty (30) days to provide proof of immunization, a medical certificate detailing the plan to complete a multiple dose vaccine series or to satisfy the requirements for an exemption.[5][10]

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the school nurse.[1]

The Superintendent or designee shall:

1. Ensure that parents/guardians are informed prior to a student's admission to school, or a grade requiring additional immunizations, of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed.[1][5][6][7][8][12]
2. Designate school personnel to review student medical certificates in accordance with law and regulations to ensure compliance with full immunization requirements.[3][5]
3. Annually review state standards for immunization and direct the responsible district personnel accordingly.

4. Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data electronically to the PA Department of Health by December 31 of each year. If the district is unable to complete the report electronically, the Superintendent or designee shall report the immunization data on the required form to the PA Department of Health by December 15.[13]

### Communicable Diseases

The Board directs that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the PA Department of Health or guidance from state or local health officials for specified diseases and infectious conditions.[14][15][16][17]

Parents/Guardians shall be notified of this policy at the beginning of the school year, and that during the school year it may be necessary for a student to be excluded from school due to communicable disease. Parents/Guardians of a student needing to be excluded shall be notified and required to come to school or have a designated emergency contact come to school to transport the student home or to an appropriate place of care. Students may return to school when the criteria for readmission following a communicable disease, as set forth in law, regulations or guidance from state or local health officials, have been met.[14][15][16]

The Board directs school staff to request emergency contact information from parents/guardians of students at the beginning of each school year and request that it be updated as necessary during the school year.

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the PA Department of Health.[18][19][20]

The Superintendent or designee shall direct that health guidelines, Board-approved health and safety plans, and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.

Instruction regarding prevention of communicable and life-threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[21]

Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life-threatening diseases, in accordance with Board policy.[21][22][23]

### Health Records

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[17][24]

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian. The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[25][26][27][28][29][30]



Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 24 P.S. 1401</li> <li>2. 24 P.S. 1402</li> <li>3. 24 P.S. 1403</li> <li>4. 22 PA Code 12.41</li> <li>5. 24 P.S. 1407</li> <li>6. 28 PA Code 23.1 et seq</li> <li>7. 24 P.S. 1405</li> <li>8. 28 PA Code 23.2</li> <li>9. 20 U.S.C. 1232h</li> <li>10. 24 P.S. 1419</li> <li>11. 28 PA Code 23.45</li> <li>12. 24 P.S. 1406</li> <li>13. 23 Pa. C.S.A. 6311</li> <li>14. Pol. 806</li> <li>15. Pol. 203</li> <li>16. Pol. 103</li> <li>17. Pol. 103.1</li> <li>18. 24 P.S. 1409</li> <li>19. Pol. 113.4</li> <li>20. Pol. 216</li> <li>21. 20 U.S.C. 1232g</li> <li>22. 34 CFR Part 99</li> <li>23. Pol. 805</li> <li>24. Pol. 800</li> <li>24 P.S. 1401-1419</li> <li>23 Pa. C.S.A. 6301 et seq</li> </ol>
Adopted	February 16, 2010
Last Revised	June 21, 2021

## **Authority**

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4].

## **Guidelines**

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[2][4][5].

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[3][4][5].

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[5].

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2][4][6].

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9].

A student who presents a statement signed by the parent/guardian that a health examination is contrary to the student's or parent's/guardian's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the student if the student is not examined for those conditions.[10][11].

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special health examination for the student.[2][4][12].

In the event that the parent/guardian objects to or refuses to obtain a regular or special health or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the PA Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[13][14]

### Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan.[15]

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted.[16]

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.[16][17]

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy.[15]

### Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[18][19][20]

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[15][18][19][20][21][22][23]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[18]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[18][24]

### **Delegation of Responsibility**

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health concerns or disability and to promptly report such conditions to the school nurse or designated staff.[2]

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[12]





Book	Policy Manual
Section	200 Pupils
Title	Discipline of Student Convicted/Adjudicated of Sexual Assault
Code	218.3
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 24 P.S. 1318.1</li> <li>2. 18 Pa. C.S.A. 3121</li> <li>3. 18 Pa. C.S.A. 3122.1</li> <li>4. 18 Pa. C.S.A. 3123</li> <li>5. 18 Pa. C.S.A. 3124.1</li> <li>6. 18 Pa. C.S.A. 3125</li> <li>7. 18 Pa. C.S.A. 3126</li> <li>8. Pol. 218</li> <li>9. Pol. 233</li> <li>10. Pol. 103</li> <li>11. Pol. 252</li> <li>12. 20 U.S.C. 1400 et seq</li> <li>13. 34 CFR Part 300</li> <li>14. Pol. 103.1</li> <li>15. Pol. 113.1</li> <li>16. Pol. 113.2</li> <li>17. Pol. 113.3</li> <li>18. Pol. 200</li> </ol>
Adopted	June 21, 2021

### **Purpose**

The Board recognizes the importance of a safe school environment for students who are victims of sexual assault. This policy addresses disciplinary requirements for a student convicted or adjudicated delinquent of sexual assault upon another district student.[1]

### **Definitions**

**Conviction** – means the finding of guilty by a judge or a jury or the entry of a plea of guilty or nolo contendere for sexual assault whether or not judgment of sentence has been imposed.[1]

**School setting** – means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

**School-sponsored activity** – means any assemblies, field trips, class trips, graduation ceremonies, athletics, extracurricular activities, clubs, groups, teams or any activities sponsored, held or approved by the district.[1]

**Sexual assault** – means any of the following offenses:[1]

1. Rape.[2]
2. Statutory sexual assault.[3]
3. Involuntary deviate sexual intercourse.[4]
4. Sexual assault.[5]
5. Aggravated indecent assault.[6]
6. Indecent assault.[7]

### **Authority**

The Board shall comply with the disciplinary requirements established by state law regarding students who have been convicted or adjudicated delinquent of sexual assault upon another student enrolled in this district, regardless of whether the sexual assault took place inside or outside of the school setting. [1][8][9]

### **Delegation of Responsibility**

A student who is convicted of sexual assault upon another student enrolled in this district shall be required to notify the Superintendent or designee of the conviction no later than seventy-two (72) hours after the conviction.[1]

Upon report of a conviction or adjudication of sexual assault upon a district student, the Superintendent or designee shall take one (1) of the following actions against the convicted or adjudicated student:[1]

1. Recommend that the Board expel the student, in accordance with law and Board policy.[9]
2. Transfer the student to an alternative education program.
3. Reassign the student to another school or educational program within the district.

If the convicted or adjudicated student has already been expelled, transferred or reassigned, or if the victim does not attend the same school, no additional action regarding expulsion, transfer or reassignment is required by the district. Although action is not required, the district maintains the authority to make an alternative assignment or provide alternative educational services during or after an expulsion at the discretion of the Superintendent or designee.[1]

Upon report of a conviction or adjudication of sexual assault upon a district student that occurred in the school setting, the Superintendent or designee shall notify the Title IX Coordinator to determine whether the incident has been addressed in accordance with applicable Board policy.[10][11]

### **Guidelines**

In the case of a student with a disability, including a student for whom an evaluation is pending, prior to implementing any disciplinary removal or considering a change of placement for the student, the district shall coordinate with the student's Individualized Education Program (IEP) team and take all steps required to comply with state and federal laws and regulations, and Board policies.[1][12][13][14][15][16][17]

The district shall ensure that the convicted or adjudicated student is prohibited from taking part in the following activities at the same time as the victim:[1]

1. Being educated in the same school building.
2. Being transported on the same school vehicle.
3. Participating in the same school-sponsored activity.

#### Return of Student to School

The district may return the student who is expelled, transferred or reassigned, to the student's originally assigned school if one (1) of the following circumstances occur:[1]

1. The victim is no longer enrolled in the district.
2. The conviction or adjudication has been reversed and is not pending appeal.

#### Transfer Students

When the school district receives a student who transfers from a public or private school during or after an expulsion period for an act or offense involving a sexual assault conviction or adjudication, the district may assign that student to an alternative assignment or may provide alternative education services.[1][18]





Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247
Status	Active
Legal	<p>1. 18 Pa. C.S.A. 2802</p> <p>2. 18 Pa. C.S.A. 2803</p> <p>3. 18 Pa. C.S.A. 2804</p> <p>4. 18 Pa. C.S.A. 2808</p> <p>5. 18 Pa. C.S.A. 2806</p> <p>6. 18 Pa. C.S.A. 2801</p> <p>7. 24 P.S. 511</p> <p>8. 18 Pa. C.S.A. 2301</p> <p>9. Pol. 122</p> <p>10. Pol. 123</p> <p>11. Pol. 103</p> <p>12. Pol. 103.1</p> <p>13. 18 Pa. C.S.A. 2810</p> <p>14. 24 P.S. 1303-A</p> <p>15. 22 PA Code 10.2</p> <p>16. 35 P.S. 780-102</p> <p>17. 24 P.S. 1302.1-A</p> <p>18. 22 PA Code 10.21</p> <p>19. 22 PA Code 10.22</p> <p>20. Pol. 805.1</p> <p>21. 22 PA Code 10.25</p> <p>22. Pol. 218</p> <p>23. Pol. 233</p> <p>24. Pol. 317</p> <p>18 Pa. C.S.A. 2801 et seq</p> <p>22 PA Code 10.23</p> <p>Pol. 113.1</p> <p>Pol. 916</p>

Adopted February 16, 2010

Last Revised June 21, 2021

## **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

## **Definitions**

**Hazing** occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following: [1]

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

**Aggravated hazing** occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

**Organizational hazing** occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

**Student activity or organization** means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

### **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

### **Guidelines**

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks, presentation at an assembly, and/or verbal instructions by the coach or sponsor at the start of the season or program.[4]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

### **Complaint Procedure**

A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and

appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

### Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

### *Referral to Law Enforcement and Safe Schools Reporting Requirements –*

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[15][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[14][20]

### Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

### Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

### Consequences for Violations

*Safe Harbor –*

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.[13]

*Students –*

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[4][7][13][22][23]

*Nonstudent Violators/Organizational Hazing -*

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

*Criminal Prosecution –*

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

247-Attach 1 Report Form.pdf (161 KB)





Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249
Status	Active
Legal	1. 24 P.S. 1303.1-A 2. Pol. 103 3. Pol. 103.1 4. Pol. 218 5. 22 PA Code 12.3 6. 20 U.S.C. 7118 7. 24 P.S. 1302-A 8. Pol. 236 9. Pol. 233 Pol. 113.1
Adopted	December 1, 2008
Last Revised	June 21, 2021

### **Purpose**

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

### **Definitions**

**Bullying** means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

**Bullying**, as defined in this policy, includes cyberbullying.

**School setting** means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

### **Authority**

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

### **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[2][3]

### **Confidentiality**

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

### **Retaliation**

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

### **Delegation of Responsibility**

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:[1]

1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

### **Guidelines**

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]

### **Education**

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

### **Consequences for Violations**

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[1][4][9]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school.
10. Referral to law enforcement officials.

249-Attach 1 Report Form.pdf (161 KB)





Book	Policy Manual
Section	200 Pupils
Title	Dating Violence
Code	252
Status	Active
Legal	1. 24 P.S. 1553 2. Pol. 218 3. Pol. 103 4. Pol. 103.1 5. 71 P.S. 611.13 6. Pol. 105.1 7. Pol. 105.2 22 PA Code 12.12 20 U.S.C. 1232g
Adopted	May 20, 2013
Last Revised	June 21, 2021

### **Purpose**

The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

### **Definitions**

**Dating Partner** shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.[1]

**Dating Violence** shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.[1]

### **Authority**

The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.[2]

## Title IX Sexual Harassment and Other Discrimination

Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.[3][4]

### **Guidelines**

#### Complaint Procedure

When a student believes that they have been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the building principal, guidance counselor, and/or classroom teacher.

The building principal shall conduct a timely, impartial, and comprehensive investigation of the alleged dating violence.

The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. The complainant and the accused shall be informed of the outcome of the investigation.[1]

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.[1][2]

The district shall document the corrective action taken and, where not prohibited by law, inform the complainant.

This policy on dating violence shall be:[1]

1. Published in the Code of Student Conduct.
2. Published in the Student Handbook.
3. Made available on the district's website, if available.
4. Provided to parents/guardians.

#### Dating Violence Training

The district may provide dating violence training to guidance counselors, nurses, and mental health staff at the high school as deemed necessary. At the discretion of the Superintendent, parents/guardians and other staff may also receive training on dating violence.[1]

#### Dating Violence Education

The district may incorporate age-appropriate dating violence education into the annual health curriculum framework for students in grades nine through twelve. The district shall consult with at least one (1) local domestic violence program or rape crisis program when developing the educational program.[1][5]

A parent/guardian of a student under the age of eighteen (18) shall be permitted to examine the instructional materials for the dating violence education program.[1][6]

At the request of the parent/guardian, the student may be excused from all or part of the dating violence education program.[1][7]

252-Attach 1 Report Form.pdf (161 KB)





Book	Policy Manual
Section	300 Employees
Title	Telework
Code	309.1
Status	Active
Legal	1. Pol. 805 2. Pol. 113.4 3. Pol. 216 4. Pol. 324 5. Pol. 708 6. Pol. 334 7. Pol. 335 8. Pol. 336 9. Pol. 339 10. Pol. 330 11. Pol. 332 Pol. 815 Pol. 824
Adopted	June 21, 2021

### **Purpose**

The Board recognizes that in certain limited circumstances it may be necessary to allow or require district employees to work remotely in order to maintain continuity of district educational programs and operations.[1]

The Board adopts the following policy to establish district rules for employees who telework from a remote work location.

### **Definitions**

**Remote work location** – a worksite other than an employee’s regularly assigned place of work, typically the employee’s residence.

**Telework/Teleworking** – the performance of the assigned essential functions of an employee’s job at a remote work location via electronic means in accordance with the employee’s usual expected standards of performance and other approved or agreed-upon terms.

**Teleworking agreement** – a written agreement that details the terms and conditions to permit an employee to engage in teleworking.

**Teleworking employee** – a district employee who can perform all of their assigned essential job duties at a remote work location. The employee must have a suitable designated workspace at the remote work location and access to any computer and telecommunications equipment necessary for the completion of tasks.

### **Delegation of Responsibility**

The Board directs the Superintendent or designee to develop procedures that outline circumstances under which employees may telework and the expectations for such employees while teleworking.

### **Guidelines**

#### **General Conditions**

Employees whose physical presence at their regularly assigned place of work is essential to the performance of their duties may not be permitted to telework.

An employee may not telework as a replacement for leave.[6][7][8][9]

Attendance at the employee's regularly assigned place of work for onsite meetings, conferences, training sessions, and other school business activities may be required on scheduled telework days.

Nonexempt employees shall not be permitted to work overtime or during non-working hours while teleworking without authorization from the employee's immediate supervisor, in accordance with law and Board policy.[10][11]

All teleworking employees shall be subject to and shall comply with the same Board policies, administrative regulations, and standards of conduct as are expected under normal working conditions.

#### **Emergency Conditions**

In the event that local, state or federal officials, or any similar authority with appropriate jurisdiction, declare an emergency condition that prevents or discourages public gatherings due to a public health or safety concern, or closes school buildings, the Board authorizes individual employees or designated classifications of employees to be permitted to telework in accordance with established procedures or as otherwise directed.[1]

For district employees unable to perform their assigned essential job duties while teleworking, such employees may be required to take any available accrued leave, whether paid or unpaid, in accordance with applicable Board policies or provisions of an administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.[6][7][8][9]



Book	Policy Manual
Section	300 Employees
Title	Physical Examination
Code	314
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 24 P.S. 1418</li> <li>2. 28 PA Code 23.43</li> <li>3. 42 U.S.C. 12112</li> <li>4. 28 PA Code 23.44</li> <li>5. 24 P.S. 1419</li> <li>6. 28 PA Code 23.45</li> <li>7. Pol. 104</li> <li>8. 28 PA Code 27.71</li> <li>9. 28 PA Code 27.72</li> <li>10. Pol. 334</li> <li>11. Pol. 335</li> <li>12. 42 U.S.C. 2000ff et seq</li> <li>24 P.S. 1416</li> <li>42 U.S.C. 12101 et seq</li> </ol> <p>U.S. Equal Employment Opportunity Commission – Guidance on COVID-19, ADA, Rehabilitation Act and Other Equal Employment Opportunity Laws</p> <p>U.S. Equal Employment Opportunity Commission – Questions and Answers on Religious Discrimination in the Workplace</p>
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Purpose**

In order to certify the fitness of administrative, professional and support employees to discharge efficiently the duties they will be performing and to protect the health of students and staff, the Board shall require physical examinations of all district employees prior to beginning employment and may require health monitoring to prevent the transmission of communicable diseases in the school setting.

### **Definitions**

A **physical examination**, for purposes of this policy, shall mean a general examination by a licensed physician, certified registered nurse practitioner or a licensed physician assistant.

**Health monitoring**, for purposes of this policy, shall mean screening or monitoring an employee for specific symptoms that may indicate the presence of a communicable disease, in accordance with guidance from state and local health officials.

### **Authority**

After receiving an offer of employment but prior to beginning employment, all candidates shall undergo physical examinations, as required by law and as the Board may require, the expense for which shall be paid by the applicant.[1][2][3]

The Board requires that all employees undergo a tuberculosis examination provided by the district upon initial employment, in accordance with regulations of the PA Department of Health.[1][4]

The Board may require an employee to undergo a physical examination at the Board's request.[1]

An employee who presents a signed statement that a physical examination is contrary to the employee's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the employee if the employee is not examined for those conditions.[5][6]

### **Guidelines**

#### **Health Monitoring and Communicable Diseases**

The district may require employees to participate in health monitoring by designated staff to check for signs and symptoms of communicable diseases in accordance with guidance issued by state and local health officials and the Board-approved health and safety plan. An employee may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair workplace safety or cause undue hardship will not be granted.[7]

An employee with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.[7]

Employees exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment, and may be excluded from school facilities in accordance with regulations of the PA Department of Health or guidance from state or local health officials for specified diseases and infections conditions. Employees may return to school facilities when the criteria for readmission following a communicable disease have been met, in accordance with law, regulations or guidance from state or local health officials.[8][9][10][11]

### **Delegation of Responsibility**

The results of all required physical examinations shall be made known to the Superintendent on a confidential basis and discussed with the employee.

Medical records and other health information of an employee shall be maintained confidentially and kept in a file separate from the employee's personnel file.[3][12]



Book	Policy Manual
Section	300 Employees
Title	Educator Misconduct
Code	317.1
Status	Active
Legal	1. 22 PA Code 235.1 et seq 2. 24 P.S. 2070.1a 3. 24 P.S. 2070.1b 4. 23 Pa. C.S.A. 6303 5. 24 P.S. 2070.9a 6. Pol. 806 7. 24 P.S. 111 8. Pol. 317 9. 24 P.S. 2070.9c 10. 24 P.S. 2070.11 11. Pol. 103 12. Pol. 104 13. 24 P.S. 2070.17b 14. 24 P.S. 2070.17a 23 Pa. C.S.A. 6301 et seq 24 P.S. 2070.1a et seq
Adopted	May 18, 2015
Last Revised	June 21, 2021

### **Purpose**

The Board adopts this policy to promote the integrity of the education profession and to create a climate within district schools that fosters ethical conduct and practice.

### **Authority**

The Board requires certificated district employees to comply with the Code of Professional Practice and Conduct and the requirements of the Educator Discipline Act. [1][2].

### **Definitions**

**Educator** - shall mean a person who holds a certificate. [3]

**Certificate** - shall mean any Commonwealth of Pennsylvania certificate, commission, letter of eligibility or permit issued under the School Code.[3]

**Sexual Abuse or Exploitation** - shall mean any of the following:[4]

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:
  - a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.
  - b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.
  - c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.
  - d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.
2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

**Sexual Misconduct** - any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or student that is designed to establish a romantic or sexual relationship with the child or student, such acts include but are not limited to:[3]

1. Sexual or romantic invitation.
2. Dating or soliciting dates.
3. Engaging in sexualized or romantic dialog.
4. Making sexually suggestive comments.
5. Self-disclosure or physical disclosure of a sexual or erotic nature.
6. Any sexual, indecent, romantic or erotic contact with a child or student.

### **Delegation of Responsibility**

#### **Duty to Report**

The Superintendent or designee shall report to the Pennsylvania Department of Education on the required form, within fifteen (15) days of receipt of notice from an educator or discovery of the incident, any educator:[5]

1. Who has been provided with notice of intent to dismiss or remove for cause, notice of nonrenewal for cause, notice of removal from eligibility lists for cause, or notice of intent not to reemploy for cause.
2. Who has been arrested or indicted for, or convicted of any crime that is graded a misdemeanor or felony.

3. Against whom there are any allegations of sexual misconduct or sexual abuse or exploitation involving a child or student.
4. Where there is reasonable cause to suspect that s/he has caused physical injury to a child or student as the result of negligence or malice.
5. Who has resigned or retired or otherwise separated from employment after a school entity has received information of alleged misconduct under the Educator Discipline Act.
6. Who is the subject of a report filed by the school entity under 23 Pa. C.S. Ch. 63 (relating to child protective services).[6]
7. Who the school entity knows to have been named as a perpetrator of an indicated or founded report under 23 Pa. C.S. Ch. 63.

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.[5]

All reports submitted to the Pennsylvania Department of Education shall include an inventory of all information, including: documentary and physical evidence in possession or control of the school relating to the misconduct resulting in the report.[5]

An educator who is arrested or convicted of a crime shall report the arrest or conviction to the Superintendent or designee, within seventy-two (72) hours of the occurrence, in the manner prescribed in Board policy.[5][7][8]

Failure to comply with the reporting requirements may result in professional disciplinary action.[9]

## **Guidelines**

### **Investigation**

School officials shall cooperate with the Pennsylvania Department of Education during its review, investigation, or prosecution, and shall promptly provide the Pennsylvania Department of Education with any relevant information and documentary and physical evidence upon request.[10]

Upon receipt of notification in writing from the Pennsylvania Department of Education, the Superintendent or designee shall investigate the allegations of misconduct as directed by the Department and may pursue its own disciplinary procedure as established by law or by collective bargaining agreement.[10]

Within ninety (90) days of receipt of notification from the Pennsylvania Department of Education directing the school district to conduct an investigation (extensions may be requested), the Superintendent or designee shall report to the Department the outcome of its investigation and whether it will pursue local employment action. The Superintendent or designee may make a recommendation to the Department concerning discipline. If the district makes a recommendation concerning discipline, it shall notify the educator of such recommendation.[10]

### **Title IX Sexual Harassment and Other Discrimination**

Whenever the allegations underlying a report of educator misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of educator misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies

specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of educator misconduct.[11][12]

#### Confidentiality Agreements

The district shall not enter into confidentiality or other agreements that interfere with the mandatory reporting requirement.[10]

#### Confidentiality

Except as otherwise provided in the Educator Discipline Act, all information related to any complaint, any complainant, or any proceeding related to discipline under the Educator Discipline Act shall remain confidential unless or until public discipline is imposed.[13]

#### Immunity

Any person who, in good faith, files a complaint or report, or who provides information or cooperates with the Pennsylvania Department of Education or Professional Standards and Practices Commission in an investigation or proceeding shall be immune from civil liability. The district also is immune from civil liability for the disclosure of information about the professional conduct of a former or current employee to a prospective employer of that employee.[14]



Book	Policy Manual
Section	300 Employees
Title	Attendance and Tardiness
Code	318
Status	Active
Legal	1. 24 P.S. 510 2. Pol. 332 3. Pol. 334 4. Pol. 335 5. Pol. 336 6. Pol. 339
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Authority**

Punctual and reliable attendance by administrative, professional and support employees is essential for the operation of district schools. Therefore, a prerequisite for efficient performance of job functions by employees is the punctual commencement and proper completion of all assigned duties.[1][2]

The district shall establish processes for staff to report unexpected absences, which shall be addressed in accordance with Board policy and an applicable individual contract, collective bargaining agreement or Board resolution.[3][4][5][6]

### **Delegation of Responsibility**

It shall be the responsibility of the Superintendent or designee to assess penalties when a district employee fails to meet attendance requirements.





Book	Policy Manual
Section	300 Employees
Title	Job Related Expenses
Code	331
Status	Active
Legal	1. 24 P.S. 517 2. Pol. 309.1 3. Pol. 624 Pol. 626.1
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Authority**

The Board shall reimburse administrative, professional and support employees for the actual and necessary expenses, including travel expenses, they incur in the course of performing services for the district, in accordance with Board policy.[1]

### **Delegation of Responsibility**

The validity of payments for job related expenses for all district employees shall be determined by the Superintendent or designee.

The Superintendent or designee shall develop administrative regulations for approval and reimbursement of job related expenses, including travel expenses, which shall require employees to provide adequate documentation of expenses.

### **Guidelines**

The use of a personal vehicle shall be considered a legitimate job expense if travel is among the employee's assigned schools, but not between home and school, and is authorized in advance by the Superintendent or designee.

Use of a personal vehicle for approved purposes is reimbursable at one half (1/2) the current IRS rate per mile.

Use of a personal vehicle requires that liability insurance be provided by the employee.

Actual and necessary expenses incurred when attending functions outside the district shall be reimbursed to an employee if approval has been obtained in advance from the Board and Superintendent.[1]

Attendance at approved events outside the district shall be without loss of regular pay, unless otherwise stipulated prior to attendance.

In all instances of travel and job related expense reimbursement, full itemization with receipts attached shall be required. Meals will be reimbursed for overnight trips only not to exceed fifty dollars (\$50.00) per day.

Failure to attend a seminar, conference, workshop, etc. shall require the employee to reimburse the district for all costs incurred. In cases of emergency, where attendance may not have occurred, the Superintendent will decide as to the legitimacy of such emergency.



Book	Policy Manual
Section	300 Employees
Title	Working Periods
Code	332
Status	Active
Legal	1. 24 P.S. 510 2. 24 P.S. 1504 3. Pol. 804 4. Pol. 803 5. 24 P.S. 520.1 6. Pol. 805 Pol. 318
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Authority**

Work schedules required for administrative, professional and support employees shall be clearly specified to ensure regular attendance by employees and consistent operation of the district.

The Board has the authority and responsibility to determine the hours and days during which district programs and services shall be available to students and the community, consistent with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, and Board resolutions.[1][2][3][4]

The Board has the authority to make modifications to the school calendar and the school schedule as necessary to meet the instructional and health and safety needs of students and staff. Modifications to staff working periods shall be addressed in accordance with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, Board resolutions and/or Board-approved health and safety or other emergency preparedness and response plans.[4][5][6]

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to ensure district employees are informed of and adhere to their assigned work schedules.

Professional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[2]

Staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the immediate supervisor.

All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator.

## **Guidelines**

### **Professional Employees**

Teachers are required to be present at school at least fifteen (15) minutes before school commences. This may be modified by the building principal.

Teachers are required to be present at their respective rooms or assigned stations, and to make them available to students, not less than five (5) minutes before the time prescribed for commencing school.

Teachers shall remain in their rooms or assigned stations for not less than fifteen (15) minutes after students have been discharged for the purpose of assisting students in need of extra aid, except on Fridays or days preceding a holiday or except for modifications by the building principal.

Instructional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[2]

Employees may not leave the school building during their lunch period without permission of the building principal.

During the times students are in attendance, teachers may be assigned extra or alternative duties at the discretion of the building principal.

Any conflicts between this policy and any collective bargaining agreement that may exist for professional employees shall be reported to the Board when such conflict arises.

#### **1. Planning Time**

Each full-time professional employee shall have an average of forty (40) minutes of planning time per day over a normal ten (10) working day period. This normal planning period is subject to schedule modifications such as school emergencies, vacation periods, early dismissals, special school programs, inservice activities, and any other necessary adjustments as determined by the Superintendent. Should a deficiency exist after the ten-day period, the administration will take the appropriate steps to remedy the previous shortage. This might involve a substitute teacher, a special teacher, or some other means available to the district.

Each administrator shall attempt to schedule planning time with as much equity as is feasible.

#### **2. Workday**

The length of the normal workday for full-time professional employees shall be established in the collective bargaining agreement. Beginning and ending times may differ as designated by the building principal. In emergency situations, a variance in the normal workday is appropriate.

### **Support Staff Employees**

Each support staff employee is required to make a record of the time at which s/he begins and ends each work day by logging his/her time on a centrally located clock specifically designed for this purpose. An employee may not make record of his/her starting time earlier than seven (7) minutes prior to the start of his/her scheduled work day. The immediate supervisor shall be accountable for checking and approving the accuracy of the entries for each employee who has been designated as his/her responsibility.

Employees who clock in late will not be allowed to make up a late start and will be docked a proportionate amount of compensation. The school district will not compensate employees at the overtime rate unless they are requested to remain beyond the scheduled work day by a supervisor.

In the event that a staff member is required to leave the school district's grounds at the direction of management, the supervisor will assume responsibility for the assignment and it is not required that record be made of the time at which s/he leaves the grounds nor upon return.

Each support staff member is required to clock in and out for lunch.

The Superintendent or designee shall develop administrative regulations regarding proper time clock procedures.





Book	Policy Manual
Section	300 Employees
Title	Sick Leave
Code	334
Status	Active
Legal	1. 24 P.S. 1154 2. 24 P.S. 510 3. Pol. 317
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Authority**

Board policy for certificated administrative and professional employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with law, administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution. Unused leave shall be cumulative.[1]

Board policy for noncertificated administrative and support employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution. Unused leave shall be cumulative.

The Board reserves the right to require any employee claiming paid or unpaid sick leave pay to submit sufficient proof, including documentation from a licensed physician, certified registered nurse practitioner or a licensed physician assistant, of the employee's illness, disability or need to quarantine. [1][2]

Misuse of sick leave shall be considered a serious infraction subject to disciplinary action.[3]

The Board shall consider the written request of any eligible employee for an extension of sick leave, with or without pay, when the employee's own accumulated sick leave or other paid or unpaid leave has been exhausted, pursuant to law or collective bargaining agreement provisions where applicable.[1][2]

### **Delegation of Responsibility**

The Superintendent shall report to the Board the names of employees absent for noncompensable cause or whose claim for sick leave pay cannot be justified.

### **Guidelines**

Whatever the claims of disability, no day of absence shall be considered a sick leave day if the employee has engaged in or prepared for other gainful employment, or has engaged in any activity that would raise doubts regarding the validity of the sick leave request.

### Records

The district's personnel records shall show the attendance of each employee; and the days absent shall be recorded, with the reason for such absence noted.[1][2]

A record shall be made of the unused sick leave days accumulated by each district employee, which shall be reported to the employee.[1][2]

The Board shall pay a specified amount for each unused sick leave day, up to a designated number of days, upon the retirement or death of an employee, as provided in the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.



Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare
Code	340
Status	Active
Legal	1. 24 P.S. 510 2. Pol. 705 3. Pol. 805
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Authority**

The Board adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and support employees.[1]

District employees are responsible for the safety of students in their charge within school buildings and on district property.

Each employee is responsible for supervision, control and protection of students, commensurate with assigned duties and directives.

Each employee is responsible to ensure that students are supervised by a teacher or other staff member at all times while engaged in district activities.

An employee should not voluntarily assume responsibility for duties the employee cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers and designated staff shall provide proper instruction in and enforcement of safety rules and procedures included in the Board-approved health and safety plan and assigned curriculum.[2][3]

Each employee has the responsibility to report immediately to the building principal or designated staff an accident, safety hazard, unsafe or dangerous condition, or to immediately address observed violations of district safety rules.[2]

Employees may not send students on any personal errands.

Employees may not transport students in a personal vehicle, except when specifically authorized by the building principal or designee.

Employees shall not require a student to perform services that may be detrimental to the student's health.

**Delegation of Responsibility**

Building principals shall monitor employees' adherence to this policy to ensure the maintenance of standards that protect student welfare.

Building principals shall annually develop and implement a plan of supervision for the following:

1. Student arrivals and departures, including buses.
2. Halls, restrooms and playgrounds.
3. Cafeteria.
4. Before and after school.
5. Field trips.
6. School activities.



Book	Policy Manual
Section	700 Property
Title	Facilities and Workplace Safety
Code	705
Status	Active
Legal	1. Pol. 103.1 2. Pol. 113 3. Pol. 113.1 4. Pol. 218 5. Pol. 317 6. Pol. 907 7. Pol. 805 8. 24 P.S. 223 9. 34 PA Code 129.1001 et seq 10. 72 P.S. 1722-J 11. 77 P.S. 1038.2 24 P.S. 510 24 P.S. 1517 24 P.S. 1518
Adopted	April 20, 2010
Last Revised	June 21, 2021

### **Purpose**

The Board recognizes that district facilities must be maintained and operated in a condition that prioritizes the safety of students, staff and visitors.

### **Authority**

The Board directs the district to provide facilities and equipment for the safe conduct of the educational programs and operations of the schools, in accordance with guidance issued by state and local officials, and the Board-approved health and safety plan.

The Board requires that all students, staff and visitors adhere to state and local health and safety orders, Board policy, administrative regulations and Board-approved plans requiring face coverings or other protective devices where needed for safety purposes. Violation of this policy and school safety rules may result in disciplinary action, in accordance with law, regulations or Board policy, or denial of

entry to district buildings and property, except where accommodations are deemed reasonable and necessary for individuals with disabilities or for medical conditions.[1][2][3][4][5][6]

### **Delegation of Responsibility**

The Superintendent or designee shall periodically review and evaluate district health and safety rules and health and safety plans, as necessary.[7]

Administrators shall ensure that all staff and students are informed of health and safety rules at the beginning of the school year and whenever conditions and requirements change. Administrators shall provide ongoing education and post signage to assist staff and students in complying with health and safety rules.[7]

### **Guidelines**

#### **Certified Workplace Safety Committee**

A workplace safety committee shall be established to promote the district's goals concerning safe schools.[8][9][10][11]

The workplace safety committee shall be composed of a minimum of four (4) members, including two (2) district administrators and two (2) employee representatives.

If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The district administrators shall not constitute a majority of the workplace safety committee.

It shall be the responsibility of the workplace safety committee to:

1. Evaluate the current safety program.
2. Establish procedures for conducting and documenting the findings of periodic inspections to locate and identify safety and health hazards.
3. Make recommendations to correct hazards.
4. Review, in a timely manner, incident and accident report and investigation forms.
5. Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures.

A quorum of the workplace safety committee members shall meet at least once a month.

The workplace safety committee shall develop and maintain operating procedures, membership lists, committee meeting agendas, attendance lists and minutes of each meeting.

All decisions of the committee shall be made by majority vote of members present.

The Superintendent or designee shall ensure that a qualified trainer provides all committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.

The Superintendent or designee shall maintain written records of workplace safety committee training.



Book	Policy Manual
Section	800 Operations
Title	School Calendar
Code	803
Status	Active
Legal	1. 24 P.S. 1501 2. 24 P.S. 1501.9 3. 24 P.S. 1502 4. 24 P.S. 1503 5. 24 P.S. 1504 6. 24 P.S. 1506 7. 22 PA Code 11.2 8. 22 PA Code 4.4 9. 22 PA Code 11.1 10. 24 P.S. 520.1 11. Pol. 006 12. Pol. 805
Adopted	May 19, 2008
Last Revised	June 21, 2021

### **Purpose**

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the district.

### **Authority**

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with state law and regulations. This may include, as appropriate, activities qualifying as instructional days under the direction of certified school employees for fulfilling the minimum required days of instruction under law and regulations.[1][2][3][4][5][6][7].

The school calendar shall normally consist of a minimum of 180 student days.[1][8][9].

The Board reserves the right to alter the school calendar when it is in the best interests of the district.

When an emergency arises, which the Board could not anticipate or foresee, and such emergency results in the district being unable to provide for the in-person attendance of all students during the

established length of school days, number of days per week or hours of classes, the Board may establish temporary provisions during the period of emergency. During an open regular or special Board meeting, the Board shall take action to identify the emergency and establish the temporary provisions. Such action shall be recorded in the Board minutes for the open meeting and certified with the Secretary of Education in the form prescribed by the PA Department of Education for review or approval. The Board shall enact the temporary provisions in response to the emergency, which may remain in effect for a period of no more than four (4) years.[10][11]

Temporary provisions established in accordance with law may include but are not limited to:[10]

1. Keeping schools in session such days and number of days per week as the Board deems necessary, which shall include maintaining the requirement for a minimum of 180 student days.
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.[Z]

### **Delegation of Responsibility**

The Superintendent shall annually prepare a school calendar for Board consideration.

The Superintendent or designee shall document alterations to the school calendar and any temporary provisions established in response to a designated emergency in accordance with law, regulations, guidance from the PA Department of Education or Board policy.[12]



Book	Policy Manual
Section	800 Operations
Title	School Bus Drivers and School Commercial Motor Vehicle Drivers
Code	810.1
Status	Active
Legal	<ol style="list-style-type: none"> <li>1. 49 CFR 382.107</li> <li>2. 49 CFR 392.80</li> <li>3. 75 Pa. C.S.A. 1621</li> <li>4. 75 Pa. C.S.A. 1622</li> <li>5. 75 Pa. C.S.A. 102</li> <li>6. 49 CFR Part 382</li> <li>7. 49 CFR Part 40</li> <li>8. 49 U.S.C. 31306</li> <li>9. 67 PA Code 229.14</li> <li>10. Pol. 818</li> <li>11. 49 CFR 392.82</li> <li>12. 75 Pa. C.S.A. 3316</li> <li>13. 49 CFR 40.15</li> <li>14. 49 CFR 382.105</li> <li>15. 49 CFR 382.701</li> <li>16. 49 CFR 40.3</li> <li>17. 49 CFR 382.401</li> <li>18. 49 CFR 382.601</li> <li>19. 23 Pa. C.S.A. 6344</li> <li>20. 23 Pa. C.S.A. 6344.3</li> <li>21. 24 P.S. 111</li> <li>22. 24 P.S. 111.1</li> <li>23. Pol. 304</li> <li>24. 49 CFR 382.413</li> <li>25. 49 CFR 382.703</li> <li>26. 49 CFR 40.25</li> <li>27. 49 U.S.C. 31303</li> <li>28. 75 Pa. C.S.A. 1604</li> <li>29. 75 Pa. C.S.A. 1606</li> </ol>

30. 67 PA Code 229.14

30. b7 PA Code 11.5  
 31. 49 CFR 391.25  
 32. 49 U.S.C. 31304  
 33. 49 CFR 391.41  
 34. Pol. 317  
 35. 49 CFR 382.213  
 36. 75 Pa. C.S.A. 1613  
 37. 49 CFR 382.205  
 38. 75 Pa. C.S.A. 1612  
 39. 75 Pa. C.S.A. 1603  
 40. 75 Pa. C.S.A. 3802  
 41. 49 CFR 382.207  
 42. 49 CFR 382.209  
 43. 49 CFR 382.211  
 44. 49 CFR 40.191  
 45. 49 CFR 382.215  
 46. 49 CFR 40.23  
 47. 49 CFR 382.201  
 48. 49 CFR 382.505  
 49. 49 CFR 40.289  
 50. 49 CFR 382.705  
 51. 49 CFR 40.333  
 52. Pol. 800  
 53. 49 CFR 382.405  
 54. 49 CFR 382.723  
 55. 49 CFR 40.321  
 56. 49 CFR 382.403  
 57. 24 P.S. 1517  
 58. 49 CFR 382.603  
 24 P.S. 510  
 75 Pa. C.S.A. 1601 et seq  
 Pol. 351

Adopted May 19, 2008

Last Revised June 21, 2021

***Note: This policy refers to school bus and commercial motor vehicle drivers only. Policy 810.3 applies to drivers of school vehicles used to transport students which do not qualify as a school bus or commercial motor vehicle.***

### **Purpose**

The Board recognizes that an employee must be fit to operate a school bus and commercial motor vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

### **Definitions**

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

A **covered driver** shall include any district employee who drives, operates or is in the actual physical control or movement of a school bus or a commercial motor vehicle owned, leased or operated by the school district. The term includes drivers and mechanics who operate such vehicles, including full-time, regularly employed individuals; leased drivers; and independent owner-operator contractors who are directly employed by or under lease to the district or who operate a bus or commercial motor vehicle owned or leased by the district.[1]

**Commercial motor vehicle** - a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the vehicle:[1]

1. Has a gross combination weight rating or gross combination weight of 26,001 or more pounds, whichever is greater, inclusive of towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater;
2. Has a gross vehicle weight rating or gross vehicle weight of 26,001 or more pounds, whichever is greater;
3. Is designed to transport sixteen (16) or more passengers, including the driver; or
4. Is transporting hazardous materials and is required to be placarded.

**Driving** - operating a commercial motor vehicle or motor carrier vehicle on a highway, with the motor running, including while the commercial motor vehicle or motor carrier vehicle is temporarily stationary because of traffic, a traffic control device or other momentary delay. The term does not include operating a commercial motor vehicle or motor carrier vehicle with or without the motor running if the driver moved the vehicle to the side of or off of a highway and halted in a location where the vehicle can safely remain stationary.[2][3][4]

**Electronic device** - an electronic device includes, but is not limited to, a cellular telephone, personal digital assistant, pager, computer or any other device used to input, write, send, receive or read text.[3]

**Mobile telephone** - a mobile communication device which uses a commercial mobile radio service.[4]

**Safety-sensitive functions** include all on-duty functions performed from the time a driver begins work or is required to be ready to work until the driver is relieved from work and all responsibility for performing work. It includes driving; waiting to be dispatched; inspecting and servicing equipment; supervising, performing or assisting in loading and unloading; repairing or obtaining and waiting for help with a disabled vehicle; and performing other requirements related to accidents.[1]

**School bus** means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[5]

**Texting** - manually entering alphanumeric text into or reading text from an electronic device. The following shall apply:[3]

1. The term includes, but is not limited to, short message service, emailing, instant messaging, a command or request to access an Internet web page, pressing more than a single button to initiate or terminate a voice communication using a mobile telephone or engaging in any other

form of electronic text retrieval or entry, for present or future communication.

2. The term does not include:

- a. Inputting, selecting or reading information on a global positioning system or navigation system.
- b. Pressing a single button to initiate or terminate a voice communication using a mobile telephone.
- c. Using a device capable of performing multiple functions, including, but not limited to, fleet management systems, dispatching devices, citizens band radios and music players, for a purpose that is not prohibited by law.

**Use a handheld mobile telephone or other electronic device –[4]**

1. Using at least one (1) hand to hold a mobile telephone to conduct a voice communication.
2. Dialing or answering a mobile telephone by pressing more than a single button.
3. Reaching for a mobile telephone in a manner that requires a driver to maneuver so that the driver is no longer in a seated driving position, restrained by a seat belt.

**Authority**

The Board shall implement a drug use and alcohol misuse prevention program for employees who are required to hold a commercial driver's license and who perform safety-sensitive functions in accordance with federal and state laws and regulations.[6][7][8][9]

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program in accordance with federal law and regulations.[10]

Covered drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school bus and commercial motor vehicle operation.

The Board prohibits covered drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school bus or commercial motor vehicle except when it is necessary to communicate with law enforcement officials or other emergency services.[2][3][11][12]

**Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to implement this policy and the requirements of law, which include the following components:

1. Selecting and contracting with a qualified medical review officer, substance abuse professional, a certified laboratory and other service agents as necessary.[13]
2. Establishment of procedures for required testing of covered drivers.[14]
3. Maintenance of the confidentiality of all aspects of the testing process.[8]
4. Delegation of responsibility for monitoring employee compliance with the provisions of Board policy and administrative regulations, including, but not limited to, an annual query of the Federal Motor Carrier Safety Administration's Commercial Driver's License Drug and Alcohol Clearinghouse.[15]
5. Designation of an employee responsible for receiving and handling results of drug and alcohol tests.[16]

6. Implementation of procedures for the query, preparation, maintenance, reporting, retention and disclosure of records, as required by law.[15][17]
7. Distribution to affected employees of information and materials relevant to Board policies and administrative regulations regarding drug and alcohol testing.[18]
8. Distribution to affected employees of information and materials relevant to individuals or organizations that can provide counseling and treatment for drug and/or alcohol problems.

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and its accompanying administrative regulations; and[18]
2. Educational materials that explain the state and federal requirements related to misuse of alcohol and use of controlled substances.[18]

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.[18]

The Board designates the Superintendent to be the contact person for questions about the drug use and alcohol misuse program.[18]

## **Guidelines**

### **Employment Requirements**

All covered drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[10][19][20][21][22][23]

Prior to employment by the district as a covered driver or transfer to a covered driver position, the district shall obtain the following information in accordance with federal and state laws and regulations:

1. Alcohol and drug testing information from previous U.S. Department of Transportation-regulated employers during the past three (3) years with the covered driver's written consent.[15][24][25][26]
2. Commercial motor vehicle employment information for the past ten (10) years.[27][28]

### **Additional Documentation -**

Prior to employment by the district as a covered driver or transfer to a covered driver position, and at least once each school year, the Superintendent or designee shall:

1. Obtain a copy of a valid commercial driver's license indicating the appropriate endorsements from the covered driver, or authorize the applicable legal exemption in cases of emergency;[29]
2. Obtain a copy of a Commonwealth of Pennsylvania School Bus Driver's Physical Examination Form from the covered school bus driver;[30]
3. Obtain a copy of a current Pennsylvania School Bus Endorsement card from the covered school bus driver;[30]
4. Review each covered driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a commercial motor vehicle.[31][32]

Prior to employment by the district as a covered driver or transfer to a covered driver position, and every two (2) years, the Superintendent or designee shall obtain a valid Medical Examiner's Certificate,

if applicable.[33]

### *Reporting Requirements -*

Covered drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[10][20][21][34]

Covered drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school bus or commercial motor vehicle.[35]

Covered drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."[35]

A covered driver arrested, charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing before the end of the next business day following the driver's arrest, charge or receipt of citation. Notice is required no matter what type of vehicle the driver was driving.[28]

An employee who has provided timely notification of an arrest, citation or charge shall not be terminated or otherwise disciplined by the district or contract carrier based solely on the allegations underlying the arrest, citation or charge reported by the employee. Termination or other disciplinary action based on the underlying misconduct may be taken only where there has been a conviction of the violation, or where there is independent evidence of the underlying misconduct warranting termination or other discipline. This shall not preclude suspension, reassignment or other action pending resolution of the charges reported by the employee, nor disciplinary action up to and including termination for failure to provide timely notice of an arrest, citation or charge.[10][28][34]

A covered driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee and the contract carrier in writing of the conviction within fifteen (15) days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.[27][28]

Any covered driver whose operating privilege is suspended, revoked or canceled by any state, who loses the privilege to drive a school bus or commercial motor vehicle in any state for any period, or who is disqualified from driving a school bus or commercial motor vehicle for any period, shall notify the Superintendent or designee and the contract carrier immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.[27][28]

Failure to comply with the reporting requirements may result in disciplinary action, up to and including termination, in accordance with applicable law, regulations and Board policy.[10][34]

### Controlled Substances and Alcohol

#### *Drug and Alcohol Testing -*

The district shall require covered drivers to submit to the following drug and alcohol tests in accordance with state and federal laws and regulations: pre-employment, random, post-accident, reasonable suspicion, return-to-work and follow-up.[6][7][8][14][36]

#### *Prohibited Conduct -*

Covered drivers shall not use medical marijuana products.

Covered drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A covered driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school bus or commercial motor vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[30][37][38]
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[35][39][40]
3. After consuming alcohol or a controlled substance within the previous eight (8) hours for school bus drivers and within the previous four (4) hours for commercial motor vehicle drivers.[30][41]

An exception shall be made for therapeutic use of prescribed controlled substances used by a covered driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school bus or commercial motor vehicle.[35]

A covered driver required to take a post-accident test shall not use alcohol for eight (8) hours following the accident, or until the driver undergoes a post-accident test, whichever occurs first.[42]

A covered driver shall not refuse to submit to a required test for drugs or alcohol.[1][36][43][44]

#### *Consequences/Discipline -*

The district shall remove a covered driver from performing safety-sensitive functions under the following circumstances:

1. A verified positive drug test result;[45][46]
2. A verified adulterated or substituted drug test result;[45][46]
3. An alcohol test result of 0.04 or higher; or[46][47]
4. A refusal to submit to a post-accident, random, reasonable suspicion, return-to-duty or follow-up test.[43]

The district shall place a school bus driver who drives, operates or is in physical control of a school bus out of service for thirty (30) days if the school bus driver has any detectable amount of alcohol in their system.[36][38]

The district shall remove a commercial motor vehicle driver who is tested and is found to have an alcohol concentration of 0.02 or greater but less than 0.04 until the start of the driver's next regularly scheduled duty period that is at least twenty-four (24) hours following administration of the test.[48]

A covered driver employed by the district who violates Board policy or administrative regulations and tests positive for drugs or alcohol shall be subject to disciplinary action, up to and including termination, and shall be provided with a list of qualified substance abuse professionals.

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action for a covered driver who violates Board policy or administrative regulations. Nothing in this policy shall limit the Board's authority to impose discipline, including discharge.

If the district permits a covered driver who has been removed from performing safety-sensitive functions to return to a safety-sensitive function, the district shall ensure that the covered driver has been evaluated by a qualified substance abuse professional and has successfully completed the return-to-duty process before returning to a safety-sensitive function.[46][49]

### Maintenance of Records

The district shall maintain records of its drug use and alcohol misuse prevention program in compliance with federal regulations, and in accordance with the district's records retention schedule.[15][17][50][51][52]

Drug and alcohol records shall be confidential and shall only be released in accordance with applicable law.[53][54][55]

Statistical records and reports shall be maintained and made available to the Federal Highway Administration for inspection or audit in accordance with federal regulations.[53][56]

### Acknowledgment of Receipt

Each covered driver shall sign a statement certifying that they have received a copy of this policy and its accompanying administrative regulations.[18]

The district shall keep the original signed statement in the personnel file of the covered driver employed by the district and provide a copy to the driver.[18]

### Training

Covered drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which covered drivers should also receive that training.[57]

The district shall ensure that employees who supervise covered drivers receive at least sixty (60) minutes of training on alcohol misuse and at least sixty (60) minutes of training on controlled substances use. Such training shall include the physical, behavioral, speech, and performance indicators of probable alcohol misuse and drug use.[58]



Book	Policy Manual
Section	800 Operations
Title	School Vehicle Drivers
Code	810.3
Status	Active
Legal	1. 75 Pa. C.S.A. 102 2. Pol. 818 3. 75 Pa. C.S.A. 3316 4. 75 Pa. C.S.A. 1606 5. 23 Pa. C.S.A. 6344 6. 23 Pa. C.S.A. 6344.3 7. 24 P.S. 111 8. 24 P.S. 111.1 9. Pol. 304 10. Pol. 317 11. 49 CFR 40.13 12. 75 Pa. C.S.A. 1612 13. 75 Pa. C.S.A. 3802 14. 49 CFR 40.191 15. 49 CFR 40.261 24 P.S. 510 23 Pa. C.S.A. 6301 et seq 67 PA Code 71.3 75 Pa. C.S.A. 1601 et seq 49 CFR Part 40 Pol. 351
Adopted	October 15, 2018
Last Revised	June 21, 2021

***Note: This policy only refers to drivers of school vehicles which do not qualify as a school bus or commercial motor vehicle. Policy 810.1 applies to school bus and commercial motor vehicle drivers.***

### **Purpose**

The Board recognizes that an employee must be fit to operate a school vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

### **Definition**

**School vehicle** means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. The term does not include a "school bus" or "commercial motor vehicle." [1]

### **Authority**

The Board shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles. [2]

School vehicle drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school vehicle operation.

The Board prohibits school vehicle drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school vehicle except when it is necessary to communicate with law enforcement officials or other emergency services. [3]

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to implement this policy and the requirements of law, which may include the following components:

1. Establishment of procedures for drug and alcohol testing of school vehicle drivers.
2. Establishment of procedures for obtaining and reviewing each school vehicle driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a vehicle. [4]

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and any accompanying administrative regulations; and
2. Educational materials related to misuse of alcohol and use of controlled substances.

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.

### **Guidelines**

School vehicle drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor. [2][5][6][7][8][9]

Prior to employment and at least once each school year, school vehicle drivers shall submit a copy of a valid driver's license to the Superintendent or designee. [4]

## Reporting Requirements

School vehicle drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[2][10]

School vehicle drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school vehicle.

School vehicle drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."

A school vehicle driver arrested, charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee in writing before the end of the next business day following the driver's arrest, charge or receipt of citation. Notice is required no matter what type of vehicle the driver was driving.

A school vehicle driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee in writing of the conviction within fifteen (15) days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.

Any school vehicle driver whose operating privilege is suspended, revoked, canceled or recalled by any state, shall notify the Superintendent or designee immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.  
[4]

## Controlled Substances and Alcohol

### *Drug and Alcohol Testing -*

The district shall require school vehicle drivers to submit to the following drug and alcohol tests: pre-employment, post-accident, and reasonable suspicion.

### *Prohibited Conduct -*

School vehicle drivers shall not use medical marijuana products.

School vehicle drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A school vehicle driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[12]
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[13]
3. After consuming alcohol or a controlled substance within the previous eight (8) hours.

An exception shall be made for therapeutic use of prescribed controlled substances used by a school vehicle driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school vehicle.

### *Consequences/Discipline -*

The district shall place a school vehicle driver who drives, operates or is in physical control of a school vehicle out of service for thirty (30) days if the school vehicle driver:[4][12]

1. Has any detectable amount of alcohol in their system; or
2. Refuses to take a test to determine their alcohol content.

A school vehicle driver who refuses to take a drug or alcohol test required pursuant to Board policy and administrative regulations has not refused to take a Department of Transportation (DOT)-test.[14][15]

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action, up to and including termination, for a school vehicle driver who violates applicable law and regulations, Board policy or administrative regulations.[2][10]

### Maintenance of Records

Drug and alcohol test information for school vehicle drivers shall be maintained separate from test information for covered drivers, such information shall be treated as confidential and shall only be released in accordance with law.[11]

Drug and alcohol test information for school vehicle drivers shall not be included on the U.S. Department of Transportation Drug and Alcohol Testing MIS Data Collection Form.

### Acknowledgment of Receipt

Each school vehicle driver shall sign a statement certifying that they have received a copy of this policy and its accompanying administrative regulations.

The district shall keep the original signed statement in the school vehicle driver's personnel file and provide a copy to the driver.

### Training

School vehicle drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which school vehicle drivers should also receive that training.



Book	Policy Manual
Section	800 Operations
Title	Maintaining Professional Adult/Student Boundaries
Code	824
Status	Active
Legal	<ul style="list-style-type: none"> <li>1. 24 P.S. 510</li> <li>2. Pol. 818</li> <li>3. 18 Pa. C.S.A. 3124.2</li> <li>4. 24 P.S. 2070.9f</li> <li>5. Pol. 103</li> <li>6. Pol. 103.1</li> <li>7. Pol. 815</li> <li>8. Pol. 104</li> <li>9. 23 Pa. C.S.A. 6311</li> <li>10. Pol. 806</li> <li>11. 24 P.S. 2070.9a</li> <li>12. Pol. 317.1</li> <li>13. 22 PA Code 10.2</li> <li>14. 22 PA Code 10.21</li> <li>15. 22 PA Code 10.22</li> <li>16. 24 P.S. 1302.1-A</li> <li>17. 24 P.S. 1303-A</li> <li>18. Pol. 805.1</li> <li>19. Pol. 317</li> <li>20. Pol. 113.1</li> <li>21. Pol. 218</li> <li>22. Pol. 233</li> <li>24 P.S. 2070.1a et seq</li> <li>22 PA Code 235.1 et seq</li> <li>23 Pa. C.S.A. 6301 et seq</li> </ul>
Adopted	March 21, 2016
Last Revised	June 21, 2021

## **Authority**

This policy applies to district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such individuals are referred to collectively as **adults**. The term **adults** as used in this policy, does not include district students who perform services on a volunteer or compensated basis.

All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

## **Definition**

For purposes of this policy, **legitimate educational reasons** include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's assigned job duties.

## **Delegation of Responsibility**

The Superintendent or designee shall annually inform students, parents/guardians, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy. [2]

## **Guidelines**

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

### **Prohibited Conduct**

#### *Romantic or Sexual Relationships -*

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.[3][4]

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.
2. Romantic flirtation, propositions, or sexual remarks.

3. Sexual slurs, leering, epithets, sexual or derogatory comments.
4. Personal comments about a student's body.
5. Sexual jokes, notes, stories, drawings, gestures or pictures.
6. Spreading sexual or romantic rumors.
7. Touching a student's body or clothes in a sexual or intimate way.
8. Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.
9. Restricting a student's freedom of movement in a sexually intimidating or provocative manner.
10. Displaying or transmitting sexual objects, pictures, or depictions.

#### *Social Interactions -*

In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.

Examples of prohibited conduct that violates professional boundaries include, but are not limited to:

1. Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.
2. Exchanging notes, emails or other communications of a personal nature with a student.
3. Giving personal gifts, cards or letters to a student without written approval from the building principal.
4. Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).
5. Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.
6. Taking a student out of class without a legitimate educational reason.
7. Being alone with a student behind closed doors without a legitimate educational reason.
8. Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.
9. Sending or accompanying a student on personal errands.
10. Inviting a student to the adult's home.
11. Going to a student's home without a legitimate educational reason.
12. Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.
13. Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal.
14. Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.

15. Telling a student personal secrets or sharing personal secrets with a student.
16. For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.
17. Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.
18. Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[5][6]

#### *Electronic Communications -*

For purposes of this policy, **electronic communication** shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.

As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.

Electronic communication with students shall be for legitimate educational reasons only.

When available, district-provided email or other district-provided communication devices or platforms shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices or platforms shall be in accordance with district policies and procedures.[7]

All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director.

Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.

#### Exceptions

An emergency situation or a legitimate educational reason may justify deviation from the rules regarding communication or methods for maintaining professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student.

Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose

participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

### Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall promptly notify the building principal or Title IX Coordinator. Reports may be made using the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form or by making a general report verbally or in writing. Upon receipt of a report, school staff shall promptly notify the building principal.[5][8]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[9][10]

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent, Title IX Coordinator and his/her immediate supervisor, promptly, but not later than fifteen (15) days following discovery of such misconduct.[5][8][11][12]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[9][10][11][12][13][14][15][16][17][18]

It is a violation of Board policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.[5][8]

### Investigation

The Title IX Coordinator shall promptly assess and address allegations of inappropriate conduct in accordance with the procedures for reports of discrimination or Title IX sexual harassment.[5][8]

It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the person making the report or any witnesses. If as the result of an investigation any individual, including the reported adult, the person making the report, or a witness is found to have knowingly provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and Board policies. Obstruction includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.[5][8][12][19][20][21][22]

### Disciplinary Action

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.[8][12][19]

A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.

### Training

The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.

The district, at its sole discretion, may require independent contractors and their employees who interact with students or are present on school grounds to receive training on this policy and related procedures.



Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904
Status	Active
Legal	<ul style="list-style-type: none"> <li>1. 18 Pa. C.S.A. 6305</li> <li>2. 18 Pa. C.S.A. 6306.1</li> <li>3. 20 U.S.C. 7118</li> <li>4. Pol. 351</li> <li>5. 24 P.S. 511</li> <li>6. 24 P.S. 775</li> <li>7. Pol. 705</li> <li>8. 20 U.S.C. 7973</li> <li>9. 24 P.S. 510.2</li> <li>10. 24 P.S. 1303-A</li> <li>11. Pol. 805.1</li> <li>12. 22 PA Code 10.2</li> <li>13. 22 PA Code 10.22</li> <li>14. 24 P.S. 1302.1-A</li> <li>15. 28 CFR 35.136</li> <li>16. 43 P.S. 953</li> <li>17. Pol. 718</li> <li>20 U.S.C. 7971 et seq</li> <li>28 CFR Part 35</li> </ul>
Adopted	May 19, 2008
Last Revised	June 21, 2021

### **Purpose**

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities and health and safety during such events. This policy establishes conditions, restrictions and procedures to regulate public attendance and conduct at school and school-sponsored activities.

### **Definition**

State law defines the term **tobacco product** to broadly encompass not only tobacco but also vaping products including the product marketed as Juul and other electronic cigarettes (e-cigarettes). **Tobacco products**, for purposes of this policy and in accordance with law, shall be defined to include the following:[1][2]

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
  - a. Tobacco, whether in its natural or synthetic form; or
  - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term **tobacco product** does not include the following:[1][2]

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.
2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. *Federal law requires the district to maintain a drug-free environment, at which marijuana of any kind is prohibited.*[3][4]

### **Authority**

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Superintendent or designee and building principal may limit attendance to designated areas or may limit the number of attendees to school events when necessary to protect the health and safety of students, staff and the public, in accordance with Board-approved health and safety plans and guidance from state and local officials.

The Board prohibits gambling and the possession and use of controlled substances prohibited by state or federal law, alcoholic beverages and weapons on school premises.[5][6]

Attendees shall be informed of the district's health and safety rules through announcements and posting of appropriate signage. Health and safety rules must be followed prior to entry and while attendees are in school buildings and on school property, in accordance with Board policy, district procedures, the Board-approved health and safety plans and guidance from state and local officials.[7]

### **Tobacco and Vaping Products**

The Board prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by any persons at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; or on property owned, leased or controlled by the school district.[2][8]

This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by members of the public of legal age at school or school-sponsored activities.

The Board deems it to be a violation of this policy for an individual in attendance at school or a school-sponsored activity to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a minor.[1]

### **Delegation of Responsibility**

A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[9]

### **Reports**

#### *Office for Safe Schools Report –*

The Superintendent shall annually, by July 31, report all incidents of prohibited possession, use or sale of tobacco and vaping products, including Juuls and other e-cigarettes, by any person on school property to the Office for Safe Schools on the required form.[10][11]

#### *Law Enforcement Incident Report –*

In accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies, the Superintendent or designee may report to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, the use or sale of tobacco or vaping products, including Juuls and other e-cigarettes, by any person in a school building; on a school bus or other vehicles that are owned, leased or controlled by the school district; or on any property owned leased or controlled by the school district.[1][2][10][11][12][13][14]

### **Guidelines**

#### **Service Animals**

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[15][16][17]

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Book	Policy Manual
Section	900 Community
Title	School Visitors
Code	907
Status	Active
Legal	1. 24 P.S. 510 2. Pol. 705 3. Pol. 709 4. 22 PA Code 14.108 5. 24 P.S. 2402 (Military Uniform) 6. Pol. 250
Adopted	May 19, 2008
Last Revised	June 21, 2021

### **Authority**

The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents, educators and other officials. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits.[1]

### **Delegation of Responsibility**

The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in accordance with Board guidelines and state and federal law and regulations.

The Superintendent or designee and building principal may limit visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.

The Superintendent or designee shall develop administrative regulations to implement this policy and control access to school buildings and school classrooms.

### **Guidelines**

Persons wishing to visit a school should make arrangements in advance with the school office in that building.

Upon arrival at the school, visitors must register at the office where they must provide any required information or identification to protect the health and safety of students, staff and the school community, as well as sign in and sign out and receive a pass.

Only one (1) designated entrance that is monitored and capable of controlling visitor entry shall be used by visitors to the school. All other entrances shall be locked.[3]

All staff members shall be responsible for requiring a visitor demonstrate that the visitor has registered at the school office and received authorization to be present for the purpose of conducting business.

No visitor may confer with a student in school without the approval of the building principal.

Should an emergency require that a student be called to the school office to meet a visitor, the building principal or designee shall be present during the meeting.

Failure to comply with this policy shall result in more limited access to the school as determined by the building principal, consistent with Board policies, administrative regulations, school rules and federal and state law and regulations.

### Classroom Visitations

Parents/Guardians may request to visit their child's classroom, but the request must be made prior to the visit, in accordance with established administrative regulations.[1][4]

The building principal or program supervisor must grant prior approval for the visit, and shall notify the classroom teacher prior to the visit.

Parents/Guardians shall be limited to one (1) class period per month, per child in the school for classroom visitations, in order to minimize disruption of the classroom schedule and the educational program. Parental participation in classroom activities or programs such as room parents, back-to-school events, and chaperones for field trips shall not constitute a classroom visit for purposes of this policy.

The building principal or program supervisor and classroom teacher have the authority to ask a visitor to leave if the visitor disrupts the classroom routine, educational program or daily schedule, or if a visitor violates Board policy. Failure to leave when asked or repeated, documented disruptions may result in loss of classroom visitation privileges.

### Military Personnel

Members of the active and retired Armed Forces, including the National Guard and Reserves, shall be permitted to:[5][6]

1. Visit and meet with district employees and students when such visit is in compliance with Board policy and district procedures.
2. Wear official military uniforms while on district property.

**SHARPSVILLE AREA HIGH SCHOOL**  
**301 Blue Devil Way**  
**Sharpsville PA 16150**  
**Phone: (724) 962-7861; Fax: (724) 962-7730**

1. Augustus Xavier Abram
2. Pierce Thomas Achenbach
3. Sabrina Nicole Bootz
4. Katherine Ann Bornes
5. Kendra Leigh Ann Brocious
6. Zechariah Scott Carlin
7. Drake Ericson Carte
8. Anthony Julius Chiavazza
9. Jenna Theresa Conti
10. Dylan Reece Cooper
11. Thomas Christian Joseph Davies
12. Cody Alan Dias
13. Jackson Scott Doyle
14. Kolton August Eckles
15. Quintin Anthony Emmett
16. Bridget Rebecca Fitzgerald
17. Alayna Celine Flynn
18. Tyler Douglas Gaydek
19. Morgan Nadine Gelesky
20. Kaleb Justin Gorichky

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Carol Houck, Principal

Graduation Date: Friday, June 11, 2021

21. Giovanni Paul Griffin
22. Rosalie Nicole Hanley
23. Brandon Michael Heffernan
24. Daniel Joseph Henwood
25. Alaina Paige Hoffman
26. Khristian Gaige Hutchison
27. Gideon James Jones
28. Devaun Edward Jordan
29. Kade Edward Junk
30. Tyler Matthew Keilman
31. Tyler William Klingensmith
32. Amelia Jean Kovach
33. Fischer Thomas Kratko
34. Kaitlyn McKenzie Kruisselbrink
35. Ryan Francis Ladjevich
36. Jared William Leipheimer
37. Emily Isabella Leyde
38. Drew Joseph Mason
39. Julia Carolyn Masotto
40. Ethan Thomas Matthews
41. Lauren Elisabeth McConahy
42. Devin Edward McCurry
43. Sophie Lynn Mehallick

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Carol Houck, Principal

Graduation Date: Friday, June 11, 2021

44. Lauren Mary Mehler
45. Noah Jacob Mehler
46. Alizabeth Mary Mihalcin
47. Lucas Joseph Mikulin
48. Sydney Maureen Miller
49. Tyler James Miodrag
50. Collin C. Moore
51. Johnathan M. Moore
52. Austyn Kyelee Phillips
53. Jenna Maria Piccirilli
54. Michael Jacob Piper
55. Samantha Eileen Platteborze
56. Madison Belle Plummer
57. Jillian June Priester
58. Zachary Fox Ramsey
59. Alexys Roneé Riley
60. Ashton Elizabeth Scarvel
61. Nathan S. Sherman
62. Lorigan Lee Shuttleworth
63. Selenia Marie Smith
64. Brenna Nichole Sposito
65. Serenity Ruth Stainbrook
66. Keelie Nicole Steiner

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Carol Houck, Principal

Graduation Date: Friday, June 11, 2021

- 67. Amara James Taddeo
- 68. Destini Marie Thompson
- 69. Aiden Patrick Tighe
- 70. Noah Walter Turuck
- 71. Edwin Joseph Getway VanHorn
- 72. Kylie Marie Vaughn
- 73. Alex M. Walker
- 74. Lana Lee Wallace
- 75. Kaitlin Joy Whelan
- 76. Cameron James Williams
- 77. Lexie Skye Williams
- 78. Nadia Trinity Winiecki
- 79. Erin Kristine Yudt

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Carol Houck, Principal

Graduation Date: Friday, June 11, 2021

# SHARPSVILLE MIDDLE SCHOOL

## 2021-22 COURSE GUIDE

### **GRADE 6**

**ELA 6:** The sixth grade language arts program consists of the integration of reading, spelling, vocabulary, and process writing through various activities.

**Math 6:** This course will cover the fundamental concepts of numbers and operations, including decimals and fractions; geometry; algebraic concepts; measurement; and data analysis and probability.

**STEAM 6: STEAM** is an interdisciplinary Science, Technology, Engineering, Arts and Mathematics course designed to engage students in real world, hands-on, collaborative learning while mastering core mathematical and physical science concepts.

**Science 6:** Life Science focuses on establishing an awareness of the delicate balance between Earth's environment and its inhabitants.

**Social Studies 6:** Students will examine early cultures throughout the world and their possible impacts upon today's cultures.

**Art 6:** Students will be experimenting with various mediums, including clay, tempera paints, oil pastels, pencil, and others. Art history, aesthetics, criticism, and design principles will also be discussed along with the production of projects. This is a 9-week rotation course.

**Makers 6:** Students will continue with robotics instruction using the Finch robots, as well as gain exposure to some woodshop basics. This is a 9-week rotation course.

**Music 6:** Students will explore a wide range of musical instruments, concepts, styles, and genres. This is a 9-week rotation course.

**Literary Workshop 6:** This course will help students learn how to research effectively and engage with sources critically in order to produce creative and informed writing projects.

**Physical Education:** Physical Education classes meet twice a week. Some of the activities include personal fitness, team sports, life-time activities, and recreational games.

**Yoga:** This introductory course will build physical and mental awareness, strength, and flexibility.

**Teambuilding:** Students will work on problem-solving and social skills within the context of cooperative games.

**Bridges:** Topics discussed will include a wide range of social/emotional issues common to young adolescents, and students will learn coping skills and ways to get help.

*\*Yoga, Teambuilding, and Bridges meet once per week for 12 weeks.*

**Band/Choir 6:** This is an elective, performance-driven course that meets 2/3 days per week.

## **GRADE 7**

**ELA 7:** The seventh grade language arts program consists of reading, English, spelling, vocabulary, process writing, and a research paper.

**Math 7:** This course will cover the fundamental concepts of numbers and operations, including ratios and proportions; measurement; geometry; algebraic concepts, including solving one-step equations; and data analysis and probability, including central tendency.

**Algebra I:** This course will cover the fundamental concepts of numbers and operations, including solving percents; measurement; geometry, including the Pythagorean theorem; algebraic concepts, including solving multi-step equations and inequalities, graphing linear equations and inequalities, functions, and polynomials; and data analysis and probability.

**STEAM 7: STEAM** is an interdisciplinary Science, Technology, Engineering, Arts and Mathematics course designed to engage students in real world, hands-on, collaborative learning while mastering core algebraic and physical science concepts.

**Science 7:** The first half of the year students will be studying geology, meteorology, and weathering. During the second half of the year, students will be covering the topics of earth history, oceanography, and astronomy.

**Social Studies 7:** This course provides a comprehensive overview of the geography of the world.

**Literary Workshop 7:** This course will help students learn how to research effectively and engage with sources critically in order to produce creative and informed writing projects. This is a 9-week rotation course.

**Youth Court 7:** Students will learn the principles of restorative justice and apply them through the school's model of discipline, Youth Court. This is a 9-week rotation course.

**Music 7:** Students will learn the basic concepts of music instrument digital interface. They will learn to navigate through an electronic keyboard and the Power Track computer program. This is a 9-week rotation course.

**Makers 7:** This 9-week course will build upon the coding and design skills introduced in Makers 6.

**Physical Education:** Physical Education classes meet twice a week. Some of the activities students will be participating in include personal fitness, team sports, life-time activities, and recreational games.

**Yoga:** This introductory course will build physical and mental awareness, strength, and flexibility.

**Teambuilding:** Students will work on problem-solving and social skills within the context of cooperative games.

**Bridges:** Topics discussed will include a wide range of social/emotional issues common to young adolescents, and students will learn coping skills and ways to get help.

*\*Yoga, Teambuilding, and Bridges meet once per week for 12 weeks.*

**Band/Choir 7/8:** This is an elective, performance-driven course that meets 2/3 days per week.

## **GRADE 8**

**ELA 8:** This course is an integrated literature and language program aimed at helping students become skillful readers, writers, speakers, and listeners.

**Math 8:** This course will cover the fundamental concepts of numbers and operations, including solving percents; measurement; geometry, including the Pythagorean Theorem; algebraic concepts, including solving one and two-step equations and inequalities; and data analysis and probability.

**STEAM 8: STEAM** is an interdisciplinary Science, Technology, Engineering, Arts and Mathematics course designed to engage students in real world, hands-on, collaborative learning while mastering core algebraic and physical science concepts.

**Algebra II:** This course will focus on rational polynomial expressions, quadratic expressions, properties of relations and functions, graphing functions, properties and operations with matrices, conic sections.

**Science 8:** Students will be studying physical science. Physical science is the study of matter and energy and how they react.

**Social Studies 8:** The main emphasis of this class will be the history and geography of our nation, from the first Americans up to the year 1877. Also, students will be asked to participate in current events discussions.

**Health 8:** The focus of eighth grade health is healthful living. After learning about the systems of the body and how to care for them, students will have an opportunity to become CPR certified. They will also design their own fitness plan and implement it in their physical education class as they study safety and injury prevention. Students will debate issues that relate to the use of alcohol, tobacco and other drugs.

**Music 8:** Students will use more advanced techniques of digital music. Internet and music will be merged with students downloading music from appropriate websites. This is a 9-week rotation course.

**Literary Workshop 8:** This course will help students learn how to research effectively and engage with sources critically in order to produce creative and informed writing projects. This is a 9-week rotation course.

**Introduction to Spanish 8:** Students will explore the basics of foreign language and culture. This is a 9-week rotation course.

**Makers 8:** Students will apply the skills they have learned in Makers 6 and 7 to more sophisticated, self-selected projects. This is a 9-week rotation course.

**Physical Ed:** Physical Education classes meet twice a week. Some of the activities students will be participating in include personal fitness, team sports, life-time activities, and recreational games.

**Band/Choir 7/8:** This is an elective, performance-driven course that meets 2/3 days per week.

### **EXPLORATORY COURSES**

These courses may be available to students if scheduling permits:

**Digital Portfolios:** The students will create a digital portfolio to display work samples, interests and hobbies, and career possibilities. This course addresses College and Career Readiness goals.

**Virtual Reality:** This course is designed to provide students with an overview of the basic principles of virtual reality. There is a strong emphasis on the use of this technology as a tool for exploring science and social studies concepts.

**Video Production:** This course will teach students the basics of photography, camera functions, video editing, media analysis, and filmmaking. Students will work individually and in groups to write, shoot, and edit their own projects.

**Yearbook/Newspaper:** Students will write, edit, and design layout for a digital school newspaper. They may also create an individual blog. Students will collect, edit, and caption photos for the middle school yearbook.



## UPMC SPORTS MEDICINE

### ATHLETIC TRAINING SERVICES AGREEMENT

THIS ATHLETIC TRAINING SERVICES AGREEMENT ("Agreement") is made and entered as of the 21<sup>st</sup> day of June 2021 ("Effective Date") between UPMC Sports Medicine, a division of UPMC Presbyterian Shadyside ("UPMCSM") and Sharpsville Area School District (the "School"), (the School and UPMC each sometimes referred to herein as a "Party" and collectively the "Parties").

WHEREAS, the School desires that UPMCSM provide it with certain Services (as defined herein); and

WHEREAS, the School and UPMCSM now wish to enter into a written agreement setting forth the terms and conditions for the provision and purchase of Services.

NOW, THEREFORE in consideration of the mutual promises set forth herein and intending to be legally bound, the Parties agree as follows:

#### 1. Term of Agreement.

- a. Term. The term of this Agreement shall begin on July 1, 2021 ("Commencement Date") and conclude on June 30, 2024 (the "Term").
- b. Renewal Term(s). At the end of the Term, the Parties may renew the Agreement for additional term(s) by entering into a new agreement and/or amendment of this Agreement; provided, however, the Parties agree to discuss the terms of the new agreement/amendment at least ninety (90) days prior to the expiration of this Agreement and the Parties agree that any new agreement/amendment shall be executed at least thirty (30) days prior to the expiration of this Agreement to allow UPMC to ensure adequate staffing for Services provided in a subsequent term.
- c. Right of First Refusal. If the School receives a bona fide offer from a third party to procure services similar to either the Services offered hereunder at any time during the Term ("Third Party Services"), then prior to engaging such third party to provide the Third Party Services, the School shall notify UPMC in writing of the terms on which such third party has offered to provide the Third Party Services (the "ROFR Notice"). For thirty (30) days following UPMC's receipt of such notice, UPMC shall have the option to elect to provide the Third Party Services to the School on terms substantially similar to those stated in the ROFR Notice. If UPMC elects to provide the Third Party Services to the School, then the School and UPMC agree to enter into a written services agreement with respect to such services to be effective upon the expiration of this Agreement.

## **2. Termination of Agreement.**

- a. Either UPMC or the School may terminate this Agreement based upon a material breach of the other's obligations under the terms of this Agreement. The terminating party shall so notify the other party in writing pursuant to Section 12 (which notice shall specify the breach claimed) and termination shall become effective thirty (30) calendar days after receipt of such written notice; provided, however, the alleged breaching party shall have such thirty (30) day period to cure the specified breach and cure (or for matters that cannot be fully cured within such time, commenced and continued to diligently pursue appropriate corrective action) shall nullify such termination.
- b. No party shall be liable to the other party for any failure or delay in fulfilling or performing any term of this Agreement when such failure or delay is directly caused by or results from acts beyond the impacted party's ("Impacted Party") control, including, but not limited to, acts of God, natural disasters, flood, fire, earthquake, explosion, war, terrorist threats or acts, riot, civil unrest, travel ban or act of any governmental authority, governmental or judicial action, order, or law, national or regional emergency, disaster, disease, endemic or pandemic, quarantine, strike, lockout, or labor stoppages (each a "Force Majeure Event"). Notwithstanding the foregoing, Impacted Party's financial inability to perform, changes in cost or availability of materials, components, or services, market conditions or supplier actions, or contract disputes will not excuse performance by Impacted Party under this section. Moreover, Impacted Party shall be excused from performance only during the period of the Force Majeure Event, and Impacted Party shall use all diligent efforts to ensure that the effects of any Force Majeure Event are minimized and resume full performance of its obligations under this Agreement upon the cessation or conclusion of the Force Majeure Event.
- c. Also, in consideration of UPMC's hiring and dedication of Athletic Trainers, commitment of Physician resources to serve the School, and to allow for a transition of care for Student-Athletes receiving Services, the School, if an Impacted Party, shall provide UPMC written notice of a Force Majeure Event and shall be obligated for the payment of Services on a pro rata basis for the period of time that includes the next four weeks after the date such notice is received by UPMC and UPMC shall be obligated to continue Services during such subsequent four week period. By way of example, without limitation, if the School's fall athletic season is suspended due to the current coronavirus pandemic and the

School sends UPMC written notice of such Force Majeure Event that is received on October 1<sup>st</sup>, and the current contract year and Services began July 1<sup>st</sup>, the School shall be responsible for a pro rata payment through the end of October, i.e. 4/12ths of the annual payment obligation. The School will notify UPMC in writing when the Force Majeure Event has ended and UPMC will restart Services as soon as reasonably practicable, but no less than ten (10) days after receiving such notice, and the School's payment obligations shall resume on a pro rata basis beginning as of the date Services restart. The parties shall work in good faith to provide coordinate the resumption of Services as soon as possible.

### **3. Pricing and Payment Terms.**

- a. Pricing. The School agrees to pay UPMC for the Services on an annual basis in accordance with the Pricing Schedule attached hereto and made a part hereof as Attachment A.
- b. Quarterly Invoices. The Parties acknowledge and agree that the yearly price is broken down in the following percentages:
  - i. 40% at the time of signing the Agreement;
  - ii. 20% for the fall sports season;
  - iii. 20% for the winter sports season; and
  - iv. 20% for the spring sports season.

Invoices are sent quarterly and shall be paid thirty (30) days from receipt.

- c. Travel. The School agrees that any request by the School (be it in connection with Services or Elected Services) that requires (i) travel by the Athletic Trainer to away games and any other off-School-site locations (ii) that requires the Athletic Trainer to use his/her personal vehicle is an actual out-of-pocket cost that UPMC may elect to collect from the School at its sole discretion pursuant to a separate invoice issued to the School. The Parties agree that such reimbursement will be for total mileage at the current IRS mileage rate and travel expenses including parking and tolls.

### **4. Defined Terms.**

While some terms are defined elsewhere in this Agreement, the following terms shall have the following definitions:

- a. "Student-Athletes" as used herein shall refer to any School student enrolled in the Sports listed on Attachment B.

- b. "Serviced Sports" are those sports listed on Attachment B which shall receive all Services.
- c. "Evaluated Sports" are those sports for which the Athletic Trainer will be expected to only evaluate injured Student-Athletes and recommend a plan of care, it being understood that Student-Athletes in Evaluated Sports shall be provided these limited Services but not all Services.
- d. "Sports" shall refer to both Serviced Sports and Evaluated Sports collectively.
- e. "Athletic Director" shall refer to the main School-designated contact person within the Athletic Department of the School.

## **5. Athletic Trainer Services.**

- a. AT Services. The Athletic Trainer shall provide those certain athletic training services (collectively "Services") as generally set forth in Subchapter H issued under Section 51.1 of the Medical Practice Act of 1985 (63 P. S. § 422.51a(d)); amended under Sections 8 and 51.1(d) of the Medical Practice Act of 1985 (63 P. S. § § 422.8 and 422.51a(d)). The term "Athletic Trainer" as used herein shall refer to any athletic trainer assigned by UPMC to provide Services to the School pursuant to this Agreement. The School acknowledges and agrees that UPMCSM has recommended the number of athletic trainers appropriate for the School's needs and that the School has the final authority to determine the number of Athletic Trainers to be provided pursuant to this Agreement; the number of agreed-to Athletic Trainers is set forth on Attachment A.
- b. Sports Covered by Services. The Athletic Trainer shall provide Services to Student-Athletes who participate in Serviced Sports"; provided, however, that the School may elect to engage the Athletic Trainer for Evaluated Sports for which the Athletic Trainer will be expected to only evaluate injured Student-Athletes and recommend a plan of care. The Sports covered by Services at home and away locations is set forth in Attachment C; provided, however, the Parties understand and agree that the Athletic Director and the Athletic Trainer will mutually agree as to which Sport and/or Sport athletic event the Athletic Trainer shall provide Services for any given day. The Athletic Trainer agrees to be generally available for assignment by the Athletic Director as set forth in Attachment C; provided, in the event of conflicting events between Sports, the Athletic Trainer shall be assigned to a specific Sport event upon the mutual agreement of the Athletic Trainer and the Athletic Director.

- c. Neurocognitive Baseline Testing. The Athletic Trainer will be available to coordinate and implement neurocognitive baseline testing with the support of the Athletic Director and other necessary personnel from the School. The environment for administration of testing shall conform to UPMC standards. In addition, the Athletic Trainer will arrange for testing on an as needed basis for limited contact and noncontact Sport teams covered under this Agreement. All baseline testing as above identified shall be without additional cost to the School, or Student-Athlete. School students involved in sports not covered under this Agreement will be provided an opportunity to be tested by the UPMC Concussion Outreach Program at a separate, additional cost to the institution, organization, or the Student-Athlete. A UPMC Sports Medicine Concussion Program Neuropsychologist will be available for consultation and shall be consulted by the Athletic Trainer as necessary or appropriate. The Parties acknowledge that the ImPACT baseline testing provided by UPMC is not intended to prevent, diagnose, or treat a concussion and is not to be administered following a possible concussion. Based on recommendations from ImPACT® and the UPMC Sports Concussion Program, UPMC advises bi-yearly testing for contact sport athletes (See Table 1 attached hereto), whereas normative data can be used for all Sports covered under this Agreement.
- d. Medical or Other Equipment. The Athletic Trainer will identify and report to the School any known malfunction or identified problem with any medical or other equipment owned or provided by the School and used for the care and treatment of Student-Athletes at the School. Once a malfunction is reported, the Athletic Trainer will not operate any reported equipment until the unit in question is repaired/replaced. The School shall provide written documentation to the Athletic Trainer as to any equipment repaired by or on behalf of the School. Other than the previously stated reporting obligation, UPMC shall have no obligation or liability with respect to personal injury, death or property damage caused by equipment owned or provided by the School and the School shall indemnify and hold harmless UPMC with respect to any such liability pursuant to Section 14(b) of this Agreement.
- e. Medical Supply Orders. The Athletic Trainer will be available to assist the School with inventory, budget, and ordering of athletic training capital and medical supply items for the current and following academic year for Sports. This function will be coordinated with the Athletic Director. Funding of this budget shall be the obligation of the School.

- f. Conditioning Programs. The Athletic Trainer will be available upon request to consult with the School regarding the pre-season, in-season, and off-season conditioning programs for Sports as well as planning for practice sessions and other activities related to Student-Athletes at the School.
- g. Equipment Selection and Fitting. The Athletic Trainer will be available upon request to consult with the School regarding equipment selection and fitting for Student-Athletes at the School.
- h. Standard Operating Procedures and Emergency Action Plan. The Athletic Trainer will be available to assist with the development, implementation and revision of Standard Operating Procedures (“SOP”) and an Emergency Action Plan (“EAP”) for all athletic facilities within the School. These standing orders and action plan will be reviewed on a yearly basis by both the Athletic Trainer and the School. It is recommended that the SOP and EAP be distributed to all relevant personnel including coaches, administrators and nurses within the School.
- i. Injury Action Plan. In the event of an injury of a Student-Athlete, upon request, the Athletic Trainer will assist the Student-Athlete and his/her parent/guardian in formulating or recommending a plan of care and coordinate access to medical care from a physician or provider of the parent/guardian's and/or Student-Athlete's choice. It will be the responsibility of the Student-Athlete and/or parent/guardian to determine that the Student-Athlete's medical insurance is accepted by the Student-Athlete's medical provider of choice.
- j. Fast-Track Scheduling for Preferred Patient. If the Student-Athlete's medical insurance is accepted by UPMC, the Student-Athlete will be entitled to fast-track scheduling as a “Preferred Patient” at UPMC Altoona, UPMC Freddie Fu Sports Medicine Clinic, UPMC Lemieux Sports Complex or UPMC Children's Hospital facilities. UPMC will work with the School and Student-Athletes to schedule at such locations that are convenient and have timely availability.

## **6. Limitations on Provision of Services.**

- a. Healthcare for Non-Contracted Schools. In the event that the school or organization competing with the School does not provide its own athletic trainer and a student-athlete from that competing school or organization is injured or expresses a need for treatment at a Sport at which the Athletic Trainer is present, the Parties agree that the Athletic Trainer shall be obligated to evaluate injured

student-athlete and recommend a plan of care and such treatment shall be deemed part of the Services provided hereunder.

- a. Unable to Provide Athletic Healthcare. In the event that the Athletic Trainer is unable to provide Services for a certain scheduled event or day due to events beyond his or her control, UPMC will make commercially reasonable efforts to provide coverage by substitute athletic trainer who will be qualified and provide the Services. If no substitute athletic trainer is available, the Parties shall negotiate in good faith regarding an appropriate remedy, if any.
- b. Out of Season/Extra Services. The School further agrees that UPMC will not be required to render Services to “out of season” Sports unless such practice times coincide with “in season” Sports having practices or scheduled competitions. If concurrent Sports are being played, the School will have the option of obtaining the AT Services rendered by an additional athletic trainer (based on availability) at a rate of forty dollars (\$40.00) per hour. Any additional Athletic Trainer coverage desired by the School for games, events or practices shall initially be requested with reasonable advanced notice by the School. Coverage will be mutually agreed upon by UPMC and the School based on the availability of UPMC staff.

## **7. Elective Services.**

- a. School Elective Service. The School may, in its sole and absolute discretion, elect to engage UPMC to provide any of the following services (“School Elective Services”) which shall be governed by the terms and conditions of this Agreement provided that UPMC receives notice of this election pursuant to Section 12 herein; provided however, the School acknowledges and agrees that the School Elected Services are not part of the Services provided hereunder and thus the School may be billed outside of the Pricing Schedule for each School Elected Services selected by the School.
  - i. UPMC Sports Medicine Western Behavioral Health Services -Behavioral Health Wellness Program.
  - ii. Sports Performance Training;
  - iii. Sports Dietitian;
  - iv. UPMC Concussion Outreach Program; and
  - v. UPMC Sports Medicine Concussion Program
- b. UPMC Elective Service. UPMC may, in its sole and absolute discretion, elect to provide any of the following services (“UPMC Elective Services”) which shall be

governed by the terms and conditions of this Agreement but shall not be considered to be part of the “Services.” UPMC may opt in or out of participation in any UPMC Elective Services at its discretion. UPMC’s indemnity obligations regarding UPMC Elective Services shall apply only for the actions of the Student Aides to the extent (and during the time period when) the Student Aide is working under the direct supervision of the Athletic Trainer and beyond this time frame; UPMC shall not be responsible in any other respect for the actions of the Student Aides (students shadowing Athletic Trainers pursuant to Section 8(b)(i) and 8(b)(ii) are “Student Aides”).

- i. Secondary School Student Aide Program. Secondary school student aide program at the School for the training of students interested in athletic training pursuant to the guidelines set forth for such programs by the National Athletic Trainers’ Association; and
- ii. Clinical Preceptor. The Athletic Trainer may participate in the role of clinical preceptor (which allows college/university athletic training students the opportunity to complete their clinical rotation during the academic year by providing supervised athletic training services at the School at no additional cost to the School) so long as UPMC and the college/university supplying such students have entered into an agreement for such.

8. **Marketing and Branding Assets.** The School will provide certain marketing and branding assets to UPMC and “UPMC Sports Medicine” as set forth in Attachment E, the value of which is reasonably equivalent to the difference between the reimbursements to UPMC provided for in Section 3 and the arms-length value of Services to be furnished hereunder.

9. **Covenants of UPMC.**

a. Qualifications of Providers

- i. Athletic Training Services: The Athletic Trainer providing AT Services to the School will be certified by the Board of Certification, Inc. and licensed by the Commonwealth of Pennsylvania. In addition, the Athletic Trainer will have current clearances required by Pennsylvania law. UPMCSM shall maintain copies of all clearances and will forward to the School upon request.

- b. Scope of Practice of Athletic Trainers. At all times, the Athletic Trainer will act within the scope of practice permitted by his/her education and training as set forth in the regulations at 49 Pa. Code § 18.501 et seq. under the Medical Practice Act of 1985, 63 P.S. § 422.1 et seq. and/or the Osteopathic Medical Practice Act, 63 P.S. §271.1 et seq. and as further delineated in the Athletic Training Standards of Practice and the Athletic Training Practice Domains for the Athletic Trainer (BOC): [www.bocatc.org](http://www.bocatc.org). In addition, the Athletic Trainer providing Services will work under the direction of a supervising physician who shall be readily available for consultation and shall be consulted by the Athletic Trainer as necessary or appropriate. The recommendations of the Athletic Trainer concerning a Student-Athlete's injury are advisory in nature and it is recommended that the Student Athlete follow-up with the physician of his or her choice regarding any injuries.
- c. Confidential Health Records. UPMC will maintain confidential written paper and/or electronic health records ("EHR") of all injuries/illnesses that are reported to, evaluated and/or treated by the Athletic Trainer working in conjunction with the Athletic Trainer. Such reports will be treated as confidential by UPMC and the School and each will maintain such confidentiality in accordance with all legal and regulatory requirements and their respective policies. Copies of the Student-Athlete's medical report will be provided to a designated School administrator upon provision to UPMC of a completed and properly executed "Authorization for Release of Protected Health Information" form.
- d. School Related Policy & Procedure. While on the School's premises, the Athletic Trainer shall comply with all the School policies which are previously provided to them in writing, including, without limitation, those proscribing the use or possession of alcohol, tobacco or weapons on the School premises.

## 10. Covenants of the School.

- a. Forms and Information. Pursuant to Pennsylvania law, the School agrees that it will be responsible for distribution, collection and submission of (i) the Interscholastic Athletic Opportunities Disclosure Form to the Pennsylvania Department of Education ("PDE"). In addition, the School shall be responsible for the provision to UPMC or the Athletic Trainer of a completed (x) "Authorization for Release of Protected Health Information" form and (y) Consent for Treatment, Payment and Health Care Operations ((x) and (y) forms referred to as "Consent Forms"), both of which will be signed by the parent/guardian for each Student-Athletes.

- b. Pre-Participation Physicals. PIAA by-laws specify that prior to any student participating in practices, inter-school practices, scrimmages, and/or contests, at any PIAA member school in any school year, Student-Athletes are required to complete a Comprehensive Initial Pre-Participation Physical Evaluation (“CIPPE”). The School understands and agrees to the following guidelines with regard to CIPPE forms:
- i. The School will assume the responsibility to educate the parents/guardians of Student-Athletes on procedures regarding obtaining and returning CIPPE forms;
  - ii. The School will be responsible for the distribution and collection of such CIPPE forms;
  - iii. The School will be responsible to assure CIPPE forms have all required information completed;
  - iv. The School will be responsible for determining Student-Athlete eligibility and informing the Athletic Director, Student-Athletes and the parents/guardians of Student-Athletes of eligible and ineligible Student-Athletes;
  - v. The School will permit UPMC to include Consent Forms as part of the pre-participation physical packet or distribute Consent Forms as part of the pre-participation physical (if applicable hereunder); the School agrees to be amenable to listing Consent Forms on the School’s website to facilitate completion by the parents/guardians of Student-Athletes and;
  - vi. UPMC will not be held responsible or liable if the aforementioned forms are not submitted prior to established deadlines and ineligible Student-Athletes participate in inter-school practices, scrimmages, and/or contests.
- c. Written Practice/Game Schedules. The School will provide to UPMC a written schedule of the dates and times of each team’s schedules. Changes in scheduling of practices and/or competitions will be made with reasonable advanced notice and coverage will be mutually agreed upon by UPMC and the School based on the availability of the staff at UPMC.
- d. Clinical Space. The School will provide the Athletic Trainer a designated and appropriately marked clinical space for the provision of the Services described in this Agreement. The School will not use, permit or condone the use of any non-UPMC medical professionals (including but not limited to chiropractors, neuropsychologists, podiatrists or primary care physicians) to utilize existing or additional clinical space at the School (which shall include, but not limited to, treatment areas or locker rooms) or any space associated with School athletic events or Sports for the provision of medical treatment of Student-Athletes

(including, but not limited to, medical treatment, physical therapy and/or athletic training services) without consent of UPMC. This restriction applies to parents/guardians of Student-Athletes who elect to provide treatment to Student-Athletes.

- e. Attendance at Athletic Training Staff Meetings. The School agrees to allow the Athletic Trainer to attend scheduled athletic training meetings including quarterly staff meetings and regional staff meetings. The dates and times will be provided in advance to the School by the Athletic Trainer.
- f. Legislation. The School understands and agrees to comply with Pennsylvania law regarding Student-Athletes, including but not limited to the following provisions under Pennsylvania Statutes Title 24 Education:
  - i. Title 24 P.S. Sections 16-1601-C through 16-1605-C, commonly referred to as “Disclosure of Interscholastic Athletic Opportunities”, including, but not limited to:
    - 1. The School will be responsible for distribution, collection and submission of the Interscholastic Athletic Opportunities Disclosure Form to the Pennsylvania Department of Education (“PDE”);
    - 2. The Athletic Trainer may assist in the completion of the form as it relates to Services;
    - 3. UPMC will not be held responsible or liable if the completed form is not submitted prior to established deadlines; and
    - 4. UPMC will not be responsible or liable for any information disclosed or not disclosed to the PDE regarding Student-Athletes’ opportunities and treatment of Student-Athletes the preceding year.
  - ii. Title 24 P.S. Sections 5321 through 5323) commonly referred to as the “Safety in Youth Sports Act”, including but not limited to:
    - 1. The School must immediately remove any Student-Athlete suspected of a concussion from play; and
    - 2. Student-Athletes cannot return to play until cleared, in writing, by an appropriate medical professional as defined in the Safety in Youth Sports Act.
  - iii. Title 24 P.S. Sections 14-1425, titled “Sudden Cardiac Arrest and Electrocardiogram Testing”, including but not limited to:
    - 1. -The School shall be responsible for the following: A student participating in or desiring to participate in an athletic activity and the student's parent or guardian shall, each school year and prior to

participation by the student in an athletic activity, sign and return to the student's school an acknowledgment of receipt and review of a sudden cardiac arrest symptoms and warning signs information sheet that includes information about electrocardiogram testing developed under this section 14-1425.

2. Once each school year, a coach of an athletic activity shall complete the sudden cardiac arrest training course offered by a provider approved by the Department of Health of the Commonwealth. A coach of an athletic activity shall not coach the athletic activity until the coach completes the training course required under this section 14-1425;
  3. The School must immediately remove any Student-Athlete suspected of a cardiac arrest from play; and
  4. Student-Athletes cannot return to play until cleared, in writing, by a certified medical professional as defined in this Section 14-1425.
- g. Lockable Storage – Medical Records. The School will provide safe and secure (lockable) storage for all medical records in compliance with HIPAA requirements. Limiting access to keys and pass codes to such locked cabinets and file rooms should be employed by the School. Care shall be given to assure that the area containing medical records is secured during clinic hours from patient or visitor access. Medical records shall be filed in a secure location that is locked during non-clinic hours to safeguard against loss, tampering, or use by unauthorized personnel.
- h. Insurance Authorization. The School understands and agrees that neither UPMC nor its Athletic Trainer will secure insurance authorization or verifications of insurance coverage for any Student-Athletes.
- i. FERPA Regulations. The School agrees to allow UPMC to communicate with Family Educational Rights and Privacy Act (“FERPA”)-regulated School employees to obtain and share health related information of the Student-Athletes at the School.
- j. Internet Access. The School agrees to provide internet access to the Athletic Trainer at appropriate locations on the School site in furtherance of the Services.
- k. Mobile Phone Usage. The School agrees that the personal mobile phone usage of the Athletic Trainer for healthcare coordination of Student-Athletes, emergencies and other services provided for herein is at the discretion of the Athletic Trainer.

A School-issued mobile phone for the Athletic Trainer is suggested for improved communication with administration and coaching staffs.

#### 11. Notice.

- a. Any notice or other communication contemplated by this Agreement, including but not limited to any waivers hereunder, shall be given by either (x) email or (y) personal delivery, by overnight courier, or by deposit in the United States mail, first class, certified, return receipt requested, postage prepaid, correctly addressed to the intended recipient at the addresses shown below. Any notice or communication shall be deemed to have been given (i) as of the date of receipt, if received by email, (ii) as of the date of receipt, if received by hand delivery, overnight courier, or certified mail on or before 5:00 p.m.; and (iii) as of the next day after receipt, if received by hand delivery, overnight courier, or certified mail after 5:00 p.m. The School and UPMC may from time to time designate in writing and deliver in a like manner any changes in address at least ten (10) days before the change becomes effective.

To the School: Sharpsville Area School District  
Attn: Jared Grandy, Athletic Director  
301 Blue Devil Way  
Sharpsville, PA 16150  
athletics@sasdpride.org

Copies to: Sharpsville Area School District Superintendent and  
Business Manager  
1 Blue Devil Way  
Sharpsville, PA 16150

To UPMC: UPMC Freddie Fu Sports Medicine Center  
Attn: Kathleen Nachazel, Director, Athletic Training &  
Development  
3200 South Water Street, Room 224  
Pittsburgh, PA 15203  
nachazelkm@upmc.edu

- b. Performance or Behavior Issues. Notwithstanding anything to the contrary herein, if the School has complaints or concerns regarding the performance or behavior of the Athletic Trainer performing the Services provided for in this Agreement, the School agrees to promptly bring such complaints or concerns to the attention of UPMC in writing and UPMC will attempt to resolve the issues in a timely manner and to the reasonable satisfaction of the School. If the issues regarding the performance or

behavior are not resolved to the reasonable satisfaction of the School within thirty (30) days from notice of the matter from the School to UPMC, UPMC will, subject to staff availability, designate a replacement Athletic Trainer to provide Services to the School. UPMC's designation of a replacement service provider shall be deemed by both Parties to cure any such existing deficiency.

## **12. Return to Play.**

- a. Suspected Concussion: Pursuant to the Safety in Youth Sports Act (24 P.S. §5323) ("SYS Act"), the Athletic Trainer will evaluate Student-Athletes to determine whether they exhibit signs or symptoms of a concussion or traumatic brain injury. Upon being advised of a determination that a Student-Athlete exhibits signs or symptoms of a concussion or traumatic brain injury by a person authorized by the SYS Act (including the Athletic Trainer) (a "Concussion Determination"), the School shall remove such Student-Athlete from play. Once a Student-Athlete has been removed from play due to a Concussion Determination, neither the Athletic Trainer's nor the Trainee's advice shall be deemed to be the requisite clear for return to play decision pursuant to the SYS Act ("Concussion Medical Return To Play Decision"). A licensed physician may evaluate a Student-Athlete following a Concussion Determination and make a written Concussion Medical Return To Play Decision. Communications regarding a Student-Athlete that are not (a) based on evaluation of the Student-Athlete and (b) committed to writing as a medical opinion are not a Concussion Medical Return To Play Decision and may not be relied upon by a School to return to play a Student-Athlete who has been subject to a Concussion Determination.
- b. Suspected Cardiac Arrest: Pursuant to Title 24 P.S. Section 14-1425, "Sudden Cardiac Arrest and Electrocardiogram Testing (the "SCA Statute"), the Athletic Trainer will evaluate Student-Athletes to determine whether they exhibit signs or symptoms of a sudden cardiac arrest. Upon being advised of a determination that a Student-Athlete exhibits signs or symptoms of a sudden cardiac arrest by a person authorized by the SCA Act (including the Athletic Trainer) (a "Cardiac Determination"), the School shall remove such Student-Athlete from play. Once a Student-Athlete has been removed from play due to a Cardiac Determination, neither the Athletic Trainer's nor a Trainee's advice shall ~~not~~ be deemed to be the requisite clear for return to play decision pursuant to the SCA Act ("Cardiac Medical Return To Play Decision"). A licensed physician may evaluate a Student-Athlete following a Cardiac Determination and make a written Cardiac Medical Return To Play Decision. Communications regarding a Student-Athlete that are not (a) based on evaluation of the Student-Athlete and (b) committed to writing as a medical opinion are not a Cardiac Medical Return To Play Decision

and may not be relied upon by a School to return to play a Student-Athlete who has been subject to a Cardiac Determination.

- c. Non-Concussion Injuries/Non-Cardiac Injuries: For any Student-Athlete with potential injuries outside the scope of a suspected concussion or traumatic brain injury or a sudden cardiac arrest, an Athletic Trainer and/or the Trainee may make a decision regarding whether it is medically appropriate for the Student-Athlete to be returned to play by the School.
- d. Indemnification for CMRTPD: Indemnification for CMRTPD: A Concussion Determination and Cardiac Determination shall herein be collectively referred to as a "Determination". A Concussion Medical Return To Play Decision and Cardiac Medical Return To Play Decision shall herein be collectively referred to as a "CMRTPD". In addition to indemnity obligations otherwise set forth herein, the School shall indemnify UPMC for any decision made to return a Student-Athlete to play that is made in contravention of a Determination or (following a Determination) without a CMRTPD or made against advice of the Physician, Trainee or Athletic Trainer generally regarding any injury (including, without limitation, cardiac, non-cardiac, concussion or non-concussion).

### 13. Indemnity.

- a. UPMC's Indemnity Obligation. UPMC shall indemnify, defend, and hold harmless the School, its affiliates and their respective directors, officers employees and agents (collectively, the "School Indemnified Parties") from and against any and all third party claims, damages, liabilities, losses, amounts paid in settlement, costs, including reasonable attorney's fees, judgments, and causes of action incurred by School Indemnities Parties (collectively, "School Losses") arising out of UPMC Indemnified Parties' negligence; provided, however, the foregoing indemnity agreement shall not apply to School Losses attributable to a School Indemnified Parties' gross negligence or willful misconduct. All of UPMC's obligations of indemnity hereunder shall survive the termination or expiration of this Agreement.
- b. The School's Indemnity Obligation. The School shall indemnify, defend, and hold harmless UPMC, its affiliates and their respective directors, officers employees and agents (collectively, the "UPMC Indemnified Parties") from and against any and all third party claims, damages, liabilities, losses, amounts paid in settlement, costs, including reasonable attorney's fees, judgments, and causes of action incurred by UPMC Indemnities Parties (collectively, "UPMC Losses") arising out

of the School Indemnified Parties' negligence; provided, however, the foregoing indemnity agreement shall not apply to School Losses attributable to a UPMC Parties' gross negligence or willful misconduct. All of the School's obligations of indemnity hereunder shall survive the termination or expiration of this Agreement.

#### **14. Insurance.**

- a. UPMC Insurance Responsibilities. UPMC will maintain medical malpractice liability insurance coverage in an amount not less than the mandated limits set forth by the Pennsylvania Medical Care Availability and Reduction of Error Act for other allied health care providers including Athletic Trainer, but in no event less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) annual aggregate. A copy of the UPMC Liability Insurance Certificate will be available to the School upon request. UPMC will maintain Workers' Compensation coverage not less than the Commonwealth of Pennsylvania's statutory limits.
- b. School Insurance Responsibilities.
  - i. The School will be responsible for maintaining appropriate levels of insurance coverage (excluding professional liability insurance covering the Athletic Trainer) for its facilities, personnel and activities. A copy of the School certificate of liability insurance will be provided to UPMC prior to the full execution of this Agreement.
  - ii. The School will follow mutually agreed upon guidelines for the collection of information and completion of necessary forms for school-related secondary insurance;
    - 1. The School will educate Student-Athletes and their parents/guardians on the availability and procedures regarding school-related secondary insurance;
    - 2. The School will be responsible for the distribution and collection of such school related insurance forms;
    - 3. UPMC will not be held responsible or liable if the completed forms are not submitted prior to established deadlines; and
    - 4. The School understands and agrees that UPMC will not be responsible or liable for any medical charges incurred by the Student-Athlete that are not covered by the School's secondary insurance policy.

**15. Miscellaneous.**

- a. Independent Contractor. The Parties agree and acknowledge that UPMC serves as an independent contractor, and under no circumstances shall it be, or be deemed to be, a partner, agent, servant, distributor, or employee of the School in its performance hereunder. All UPMC employees providing Services hereunder shall be UPMC's employees, servants, or agents, and the entire management, direction, and control of all such employees shall be exclusively vested with UPMC. The School understands that it has no authority to act for, bind or obligate UPMC.
- b. Governing Law. The construction and interpretation of this Agreement shall be governed by the laws of Pennsylvania, without regard to its conflicts of laws provisions.
- c. Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof, and supersedes all prior agreements, oral or written, relating to such subject matter.
- d. Agreement Supersedes. If the attachments and exhibits to this Agreement conflict with the terms of the Agreement, the terms of this Agreement shall supersede such conflicting terms in the attachments and exhibits.
- e. Counterparts. This Agreement may be executed in any number of counterparts. Each such executed counterpart shall be deemed an original hereof and all such executed counterparts shall together constitute but one and the same instrument.

IN WITNESS WHEREOF and intending to be legally bound, the Parties have executed this Agreement effective as of the date above first written.

WITNESS:

\_\_\_\_\_

UPMC PRESBYTERIAN SHADYSIDE

\_\_\_\_\_

John Innocenti  
President

WITNESS:

Jane Rikunto

SHARPSVILLE AREA SCHOOL DISTRICT

Gerald J. Trontel

Name: GERALD J. TRONTEL

Title: PRESIDENT

## **ATTACHMENT A: PRICING SCHEDULE**

One (1) Athletic Trainer

2021-2022 Academic Year	\$32,000.00
2022-2023 Academic Year	\$32,960.00
2023-2024 Academic Year	\$33,950.00

## ATTACHMENT B: SPORTS

### Serviced Sports

Boys' Sports	Girls' Sports
1. Baseball – Varsity and Junior Varsity	1. Basketball – Varsity and Junior Varsity
2. Baseball – Middle School	2. Basketball – Varsity Co-ed
3. Basketball – Varsity and Junior Varsity	3. Basketball – Middle School
4. Basketball – Varsity Co-ed	4. Cross Country – Varsity
5. Basketball – Freshmen and Middle School	5. Cross Country – Varsity Co-ed
6. Cross Country – Varsity	6. Cross Country – Middle School Co-ed
7. Cross Country – Varsity Co-ed	7. Golf – Varsity
8. Cross Country – Middle School Co-ed	8. Golf – Varsity Co-ed
9. Football – Varsity and Junior Varsity	9. Soccer – Varsity
10. Football – Middle School	10. Soccer Middle School Co-ed
11. Golf – Varsity	11. Softball – Varsity and Junior Varsity
12. Golf – Varsity Co-ed	12. Softball – Varsity Co-ed
13. Soccer – Varsity and Junior Varsity	13. Softball – Middle School
14. Soccer – Middle School Co-ed	14. Track & Field – Varsity Co-ed
15. Track & Field – Varsity Co-ed	15. Track & Field – Middle School
16. Track & Field – Middle School Co-ed	16. Volleyball – Varsity and Junior Varsity
17. Wrestling – Varsity and Junior Varsity	17. Volleyball – Middle School
18. Wrestling – Varsity (Co-ed)	18. Wrestling – Varsity
19. Wrestling – Middle School	19. Wrestling – Co-ed

### Evaluated Sports

Boys' Sports	Girls' Sports
1. Bocce – Varsity Co-ed	1. Cheerleading
2. Bowling – Varsity Co-ed	2. Dance – Varsity
3. Basketball – Elementary School	3. Dance – Varsity Co-ed
4. Football – Elementary School	4. Basketball – Elementary School
5. Wrestling – Elementary School	5. Wrestling – Elementary Co-ed
6. Wrestling – Elementary School Co-ed	

### Co-op Sports

Wrestling co-ops with Hickory

## **ATTACHMENT C: Time of Performance of AT Services**

The following sets forth the times when AT Services shall be rendered by the Athletic Trainer:

1. Practices.

- a. Weekday Practices. Unless otherwise set forth herein, the Athletic Trainer will be present on the first day of practice for Sports (as mandated by the state board or organization monitoring such sports) and Services shall continue through the completion of the Sports season during the Term of this Agreement. During the school week (Monday through Friday) when School is in session, the Athletic Trainer will be present approximately one (1) hour prior to the normal dismissal of School and will remain until approximately one (1) hour after completion of the practice/event. The times and dates of the practices will be coordinated between the Athletic Director of the School, the Athletic Training & Development Management Staff at UPMC and the Athletic Trainer at UPMC.
- b. Early Morning, Late Evening or Weekend Practices. Attendance by the Athletic Trainer at early morning or late evening practices during the School week (Monday through Friday) and any games or practices during the weekend will be attended at the discretion of the Athletic Training & Development Management Staff at UPMC and Athletic Trainer at UPMC. If the Athletic Trainer opts to provide Services on weekends, the Athletic Trainer will be entitled to opt for Saturday or Sunday coverage and shall be entitled to at least one day off per week.

- 2. Home Games. Unless otherwise set forth herein, the Athletic Trainer will be available to attend home games and scrimmages of Serviced Sports.
- 3. Away Games. Upon the mutual agreement of the Athletic Trainer and the Athletic Director, the Athletic Trainer will be available for away games for football games as long as football is a Services Sport.
- 4. Playoff Games. Upon the mutual agreement of the Athletic Trainer and the Athletic Director, the Athletic Trainer will be available for away games for Serviced Sports if the Service Sports are in a playoff competition.
- 5. Open Competitions of Serviced Sports at the School. For any open competition of Serviced Sports hosted by the School but not including any Sports (i.e., other non-covered schools competing against each other at the School location), the Athletic Trainer will be available to provide Services.

6. Special Events at the School. The Parties agree and understand that special sporting events at the School (including, but not limited to faculty vs student charity games, powder puff football games, sports camps and booster-sponsored events) are not Sports and are not entitled to receive Services pursuant to this Agreement. Any coverage of such will be at the separate additional cost of the School, team or booster group. A separate service agreement will be mutually agreed upon for these events and coordinated by the event's representative at the School, the Athletic Training & Development Management Staff at UPMC and the Athletic Trainer at UPMC.
7. Selected Holiday. Notwithstanding anything to the contrary herein, the School understands and agrees that UPMC is not obligated to render services on observed UPMC Holidays (New Year's Day, Martin Luther King, Jr Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day) but may elect to do so within UPMC's discretion if the School has specific needs on such dates.
8. Miscellaneous. The School further agrees that UPMC will not be required to render services to "out of season" Sports unless such practice times coincide with "in season" Sports having practices or scheduled competitions. The Parties hereto recognizes that, from time to time, changes in circumstances may make modification of this Agreement desirable to one Party or the other. Both Parties agree to be reasonable in requesting such changes and in accommodating changes which may be requested. If concurrent Sports are being played, the School will have the option of obtaining the Services rendered by an additional athletic trainer (based on availability) at a rate of forty dollars (\$40.00) per hour. Any additional Athletic Trainer coverage desired by the School for games, events or practices shall initially be requested by the Athletic Director at the School to the Athletic Trainer or the Athletic Training & Development Management Staff at UPMC with reasonable advanced notice. Coverage will be mutually agreed upon by UPMC and the School based on the availability of UPMC staff.

## **ATTACHMENT D: MARKETING AND BRANDING ASSETS**

The School will provide certain marketing and branding assets to UPMC Sports Medicine as set forth below, the value of which is reasonably equivalent to the difference between the reimbursements to UPMC provided for in Attachment A: Pricing Schedule and the arms-length value of Services to be furnished hereunder.

1. The School will provide the following marketing and branding assets to UPMC:
  - a. A full-page color advertisement at no charge to UPMC Sports Medicine for each varsity football and boys/girls basketball program during the term of this Agreement. UPMC Sports Medicine will annually create and submit the ads to the School for publication in the corresponding program;
  - b. UPMC Sports Medicine banners will be featured at the practice field(s), in the School gymnasium and at the football field/outdoor track during scrimmages and games/contests;
  - c. UPMC Sports Medicine logo will be featured on the message board of the scoreboard in the School gymnasium and at the football field during scrimmages and games if applicable;
  - d. UPMC Sports Medicine will provide reads for the School appointed announcer to read at least twice during a game/contest of each Sport home game;
  - e. UPMC Sports Medicine will have the option of providing periodic giveaway items at home football and basketball games including free t-shirts, sport specific stress balls, etc.;
  - f. UPMC Sports Medicine logo will be featured on the "Athletics page" of the School website;
  - g. UPMC and the Athletic Training & Development Department will be listed as the exclusive provider of athletic training services on the School website under the Athletics tab and link the School back to the UPMC Sports Medicine website;
  - h. UPMC Sports Medicine may provide quarterly educational information and periodic sports medicine related announcements for the School website to be listed under the Athletic tab;
  - i. UPMC Sports Medicine brochures will be displayed in the school's nurses' offices and athletic office and made available to all interested students; and
  - j. The School will like all UPMC Sports Medicine social media accounts and share applicable UPMC's posts to their social pages.

## TABLE 1: IMPACT AND UPMC SPORTS CONCUSSION PROGRAM RECOMMENDATIONS

TABLE 1 Classification of Sports According to Contact

Contact	Limited-Contact	Noncontact
Basketball	Adventure racing <sup>a</sup>	Badminton
Boxing <sup>b</sup>	Baseball	Bodybuilding <sup>c</sup>
Cheerleading	Bicycling	Bowling
Diving	Canoeing or kayaking (white water)	Canoeing or kayaking (flat water)
Extreme sports <sup>d</sup>	Fencing	Crew or rowing
Field hockey	Field events	Curling
Football, tackle	High jump	Dance
Gymnastics	Pole vault	Field events
Ice hockey <sup>e</sup>	Floor hockey	Discus
Lacrosse	Football, flag or touch	Javelin
Martial arts <sup>f</sup>	Handball	Shot-put
Rodeo	Horseback riding	Golf
Rugby	Martial arts <sup>f</sup>	Orienteering <sup>g</sup>
Skiing, downhill	Racquetball	Power lifting <sup>c</sup>
Ski jumping	Skating	Race walking
Snowboarding	Ice	Riflery
Soccer	In-line	Rope jumping
Team handball	Roller	Running
Ultimate Frisbee	Skiing	Sailing
Water polo	Cross-country	Scuba diving
Wrestling	Water	Swimming
	Skateboarding	Table tennis
	Softball	Tennis
	Squash	Track
	Volleyball	
	Weight lifting	
	Windsurfing or surfing	

<sup>a</sup> Adventure racing has been added since the previous statement was published and is defined as a combination of 2 or more disciplines, including orienteering and navigation, cross-country running, mountain biking, paddling, and climbing and rope skills.<sup>1</sup>

<sup>b</sup> The American Academy of Pediatrics opposes participation in boxing for children, adolescents, and young adults.<sup>2</sup>

<sup>c</sup> The American Academy of Pediatrics recommends limiting bodybuilding and power lifting until the adolescent achieves sexual maturity rating 5 (Tanner stage V).

<sup>d</sup> Extreme sports has been added since the previous statement was published.

<sup>e</sup> The American Academy of Pediatrics recommends limiting the amount of body checking allowed for hockey players 15 years and younger, to reduce injuries.

<sup>f</sup> Martial arts can be subclassified as judo, jujitsu, karate, kung fu, and taekwon do; some forms are contact sports and others are limited-contact sports.

<sup>g</sup> Orienteering is a race (contest) in which competitors use a map and a compass to find their way through unfamiliar territory.

Source: Rice, Stephen G., and the Council on Sports Medicine and Fitness, **Medical Conditions Affecting Sports Participation**, Pediatrics 2008 121: 841-848

## Memorandum of Understanding

This MEMORANDUM OF UNDERSTANDING (the "Memorandum") is made this date July 1, 2021 to June 30, 2022, by and between **Hope Center for Arts & Technology, Inc.** ("**HopeCAT**"), a **Pennsylvania** nonprofit corporation located at **115 Anson Way, PO Box 597 Sharon, PA 16146** and **Sharpville Area School District**, with administrative offices at **1 Blue Devil Way, Sharpville, PA 16150** for the purpose of achieving the various aims and objectives relating to the education of local youth.

WHEREAS, **HopeCAT** is a nonprofit organization that provides afterschool visual arts programming for youth and demand-driven career training for adults in a world-class facility;

WHEREAS, **HopeCAT** provides students access to visual arts education in dedicated studio spaces, with professional teaching artists, and using industry-standard equipment;

WHEREAS, **HopeCAT** visual arts programming includes auxiliary experiences including, but not limited to, field trips, exhibitions, workshops, visiting artist engagements, speakers, and community and cultural events;

WHEREAS, **HopeCAT** is based on the Manchester Bidwell Education Model that originated in Pittsburgh, Pennsylvania in 1968;

WHEREAS, **Sharpville Area School District** is a publicly funded school system that provides education to youth grades K-12 living in **Sharpville, PA**.

NOW THEREFORE, in consideration of the foregoing and because of past success encouraging students to stay in school and earn a high school diploma, **HopeCAT** and **Sharpville Area School District** agree to partner as follows:

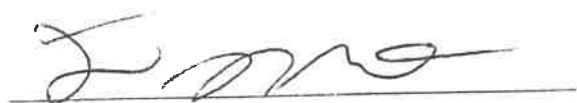
1. **HopeCAT** will provide afterschool visual arts programming to students enrolled in **Sharpville Area School District** at no cost to the student or their families.
2. **HopeCAT** will provide all materials and equipment needed for students to fully participate in its visual arts programming.
3. **HopeCAT** will deliver visual arts programming in a safe, respectful, and dignified learning environment.
4. **HopeCAT** will deliver visual arts programming at their newly renovated location at 115 Anson Way, Sharon, PA 16146
5. **HopeCAT** will collaborate with **Sharpville Area School District** to determine programming hours that accommodate regularly scheduled school dismissal times.

6. **HopeCAT** will execute and obtain Family Education Rights and Privacy Act (FERPA) consent waivers from enrolled students so as to receive personally identifiable student data from **Sharpville Area School District** to be used for program evaluation purposes.
7. **Sharpville Area School District** will grant access to **HopeCAT** to promote programming on school property.
8. **Sharpville Area School District** will agree to post marketing materials provided by **HopeCAT** on school property.
9. **Sharpville Area School District** will share personally identifiable student data for program evaluation purposes relating to all **HopeCAT** students for whom FERPA consent waivers are obtained. These data include, but are not limited to, graduation rates, dropout rates, continuation rates, and post-secondary plans.
10. **Sharpville Area School District** will collaborate to provide transportation from school facilities to **HopeCAT's** facility.
11. **Sharpville Area School District** will agree to explore the creation and implementation of a credit recovery program for students participating in **HopeCAT's** programming.
12. The Parties agree that this Memorandum will remain in effect for so long as the **Hope Center for Art's and Technology, Inc.** continues to operate and students are willing to participate in its programming.
13. **HopeCAT** shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive General Liability Insurance Policy, in form and from an Insurer satisfactory to **Sharpville Area School District**, covering all services to be performed and all obligations assumed under the terms of this MOU; coverage provided shall not be less than one (1) million dollars (1,000,000) per occurrence, combined single limits of bodily injury (including disease or death) and property damaged (including loss of use), and **Sharpville Area School District** shall be listed as Additional Insured.
14. **HopeCAT** shall provide and maintain, at its expense, during the entire period of this MOU, such other insurance as necessary, including, but not necessarily limited to: Automobile Liability Insurance, and Worker's Compensation Insurance, and evidence of same shall be provided to **Sharpville Area School District** prior to commencement of performance under the MOU.
15. Any changes, lapse of coverage, modifications, cancellation of coverage or non-renewal, or addition of insured parties shall require notice to, and approval of, **Sharpville Area School District** in a timely manner prior to commencement of performance or occurrence of event relative to same.
16. **HopeCAT** shall defend, indemnify and hold harmless **Sharpville Area School District**, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits actions and causes of action of any nature whatsoever, relating to any act or omissions by **HopeCAT**, its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this MOU, whether such act or omission is negligent, intentional, or unintentional.

17. In carrying out the terms of this MOU, both parties agree not to discriminate against any employees or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. **HopeCAT** and **Sharpsville Area School District** shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities, or provisions of public services.
18. **HopeCAT** shall insure that any employee, agent, or other statutorily covered individual shall comply with Act 168 of 2014, Required Employment History and Forms, as well as any and all other such requirements, background checks, clearances, etc. of the Public School Code and the Child Protective Services Law, or in any other law or regulation, whether State or Federal, that is now, or may from time to time, become applicable. Further, **HopeCAT** will certify that compliance with **Sharpsville Area School District**, and obtain Employee authorization to do so if necessary.
19. This MOU has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive laws of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
20. Neither party to this MOU may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.
21. Either party may terminate this MOU with 30 days written notice.
22. The Parties sign this MOU in good faith and the intent to be legally bound.

IN WITNESS WHEREOF, **HopeCAT** and **Sharpsville Area School District** agree to work in good faith to achieve the aforementioned goals for the benefit of youth attending the public school system and by their respective authorized representatives below have executed this Memorandum as of the date first written above.

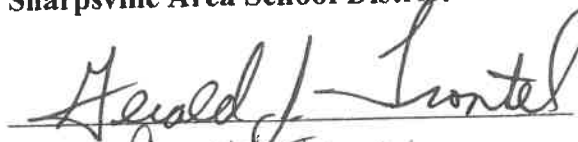
**Hope Center for Arts & Technology, Inc.**



Thomas Rhys Roberts  
Executive Director

Date: 2021-06-16

**Sharpsville Area School District**



Name Gerald Tronkel  
Title Board President

Date 6/21/21



**SHARPSVILLE AREA SCHOOL DISTRICT  
RESOLUTION 4 of 2021  
COMPLIANCE WITH FEDERAL LAW**

As an Equal Rights and Opportunities School District, the Sharpsville Area School District does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex, marital status, or non-relevant handicaps and disabilities. The Sharpsville Area School District's commitment of nondiscrimination extends to students, employees, prospective employees and the community.

The Sharpsville Area School District is committed to the provisions of the Handicapped Act as amended by (PL 94-142) including Section 504.

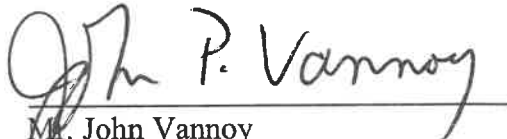
No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

The Sharpsville Area School District hereby certifies that its governing body has adopted the terms of this Resolution and the same is recorded in the meeting held on June 21, 2021.

Sharpsville Area School District  
1 Blue Devil Way  
Sharpsville, PA 16150

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Heidi Marshall  
Title IX Coordinator  
[titleIXofficer@sasdpride.org](mailto:titleIXofficer@sasdpride.org)  
724-962-8300 ext. 2850




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Mr. John Vannoy  
504 Compliance Officer  
[complianceofficer@sasdpride.org](mailto:complianceofficer@sasdpride.org)  
724-962-8300 ext. 4104

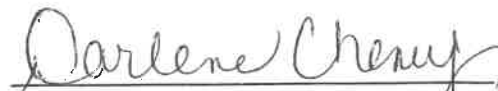
Attest:

By:



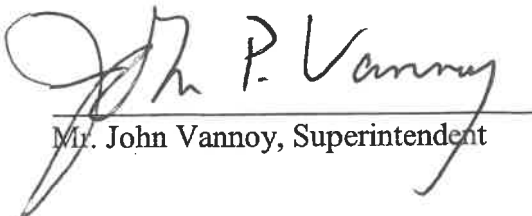
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Jaime L. Roberts  
Board Secretary



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Darlene Cheney, Notary Public  
Commission Expires August 15, 2023



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Mr. John Vannoy, Superintendent



**Purchase of Service Agreement  
Sharpsville Area School District  
And**

**Crossroads Group Homes and Services, Inc.  
Private Academic Schools**

This agreement is made the 21<sup>st</sup> day of June, 2021 between the Sharpsville Area School District, 1 Blue Devil Way, Sharpsville, Pa. 16150 and Crossroads Group Homes and Services, Inc., 1243 Roemer Boulevard, Farrell, Pa. 16121. The contract period is from August 23, 2021 through May 27, 2022.

**1. Facilities Environmental Health and Safety**

- a.) Crossroads, Inc. assures that the buildings at 1243 and 1246 Roemer Boulevard in Farrell conform to applicable fire and panic requirements of the Commonwealth or any of its political subdivision.
- b.) A statement of approval by the Department of Labor and Industry is on file at the school district.
- c.) A copy of the licensing approval is on file with the school district and will be updated on a yearly basis.
- d.) Crossroads, Inc. assures that the health, physical welfare, and safety of pupils is maintained as evidenced by the annual survey and inspection of the building by the Department of Public Welfare and the Department of Health.
- e.) Crossroads, Inc. has a procedure on file for student and parent/guardian concerns and that any complaint will be referred to the Sharpsville Area School District.

**2. School Food Service**

- a.) Crossroads, Inc. assures that its kitchen and cafeteria facilities meet all state and local statutes regarding food safety and sanitation.
- b.) A copy of state and local inspections are on file with the Sharpsville Area School District.

**3. Staffing**

- a.) Crossroads, Inc. staff members meet the following criteria:
  - 1.) Employees must be of good moral character
  - 2.) Employees must be 21 years of age or older.
  - 3.) Employees must have a minimum of a high school diploma or GED

- 4.) Act 33 and 34 Clearances are obtained for all staff and are on file at Crossroads Inc.
- 5.) Physicals and TB test results are completed for all employees and are on file at Crossroads Inc.
- 6.) Staff members are citizens of the United States or hold U.S. Immigration Services visa.
- 7.) F.B.I. Clearances will be obtained and kept on file at Crossroads

#### 4. Student Attendance

- a.) Crossroads, Inc. and the Sharpsville Area School District will maintain records of student attendance.
- b.) In the event that a student is absent or more than 45 minutes late to school, a representative of Crossroads will notify the Sharpsville Area School District within one hour of the start of the school day. A representative of Crossroads will also notify the parent or guardian of the child who was absent or late within the same time period.
- c.) The Sharpsville Area School District assures compliance with pupil attendance provisions under Chapter 11 of the State Board of Education Regulations.

#### 5. Student and Program Records

- a.) The Sharpsville Area School District will maintain accurate and detailed records of each individual student attending Crossroads Inc., including:
  - 1.) Hours of instruction in each curricular area
  - 2.) Scholastic achievement
  - 3.) Test scores
  - 4.) Discipline/ Behavior records
  - 5.) Health records
  - 6.) Co-curricular activities records
  - 7.) IEPs
- b.) Crossroads, Inc.'s Director of Education will work cooperatively with school district personnel to provide necessary information and records.

#### 6. Transportation

- a.) The district will provide normal daily transportation of students.
- b.) Crossroads will provide transportation to students serving extended days (orientation and detention)

## 7. Safe Schools

- a.) The Sharpsville Area School District maintains records in regard to incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco by any persons on school property. These incidents are reported to the Department of Education pursuant to 24 P.S. 13-1303-A.
- b.) Crossroads, Inc.'s Director of Education will immediately report all new incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco to the Sharpsville Area School District and the City of Farrell Police Department. Written reports will be kept on file.

## 8. School Health Services

- a.) The District will provide school health services to Sharpsville Area students at Crossroads Inc. in accordance to School Code.

## 9. Academic Standards and Assessment

- a.) A copy of the Crossroads planned course outlines are on file with the school district. The school complies with the academic standards in Reading, Writing, Speaking and Listening, Mathematics, and the Pennsylvania System of the State Assessment (PSSA) under Chapter 4 of the State Board of Education Regulations.

## 10. Special Education Services and Programs

- a.) The Sharpsville Area School District assures that special education services and provisions under Chapter 14 of the State Board of Education regulations, Chapter 342 of the Department of Education and all provisions of the Individuals with Disabilities Education Act are followed.
- b.) Crossroads, Inc. will monitor and assure that all IEPs are current and implemented. Crossroads' Director of Education will maintain contact with the school district's Director of Special Education to ensure compliance with Chapter 14.
- c.) Regular communication with student and parent / guardian will occur quarterly monitoring all IEP's.

## **11. Periodic Review of Students**

A periodic review meeting will occur for each student at least every 90 school days. At the meeting, the treatment team will decide whether or not the student is ready to return to their home school district. Criteria for return is based on the student 's behavior and attendance in the Crossroads program along with the student's standing with the Sharpsville Area School District.

## **12. Other Contractual Agreements**

- a.) Length of the Contract- August 23, 2021 through May 27, 2022.
- b.) Insurance-Crossroads Inc. shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive general Liability Insurance policy, in form and from an insurer satisfactory to the Sharpsville Area School District, covering all services to be performed and all obligations assumed under the terms of this agreement. Coverage provided under the policy shall not be less than one million dollars (\$1,000,000) per occurrence, combined single limits for bodily injury (including disease or death) and property damage (including loss of use) and Sharpsville Area School District shall be listed as an additional insured. Crossroads shall also provide and maintain, at its expense, during the entire period of performance of this agreement, such other insurance as is necessary including, but not necessarily limited to: automobile liability insurance, and workman's compensation insurance. A certificate of insurance evidencing the required coverage shall be delivered to the Sharpsville Area School District prior to Crossroads Inc. commencement of performance under the agreement. All insurances required to be provided by Crossroads, Inc. shall be endorsed to provide that insurer will provide at least (30) days prior written notice to the Sharpsville Area School District in the event the insurance required herein is modified, altered, canceled, or not renewed, or if additional insured parties are added during the contract term, such alteration shall require approval and certification to all such additional parties. If Crossroads, Inc. shall not have obtained replacement insurance, as is herein required in this agreement, the Sharpsville Area School District shall have the right to treat such failure as material a breach of its agreement and to exercise all appropriate rights and remedies including termination and, if it so elects, to secure necessary insurance protection at Crossroads, Inc.'s expense.

- c.) Notice Provision: Any and all notices required under the terms and conditions of this agreement shall be delivered to the following:

Crossroads Inc.

Sharpsville Area S.D.

J. Alex Giroski  
Executive Director of Education  
1301 Roemer Blvd.  
Farrell, PA 16121

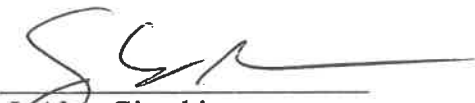
- d.) Contract Termination Rights- Either party may terminate this contract with 30 days written notice.
- e.) The school district will provide school lunches to students that are referred by the school district.
- f.) Hold Harmless: Crossroads, Inc. shall defend, indemnify and hold harmless, the Sharpsville Area School District, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits, actions and causes of action of any nature whatsoever, relating to any act or omission by Crossroads, Inc., its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this Agreement, whether such act or omission is negligent, intentional, or unintentional.
- g.) Crossroads, Inc., for and in consideration of compensation the amount of \$61.90 per regular education student/per day and \$108.99 per special education student per day, agrees to provide educational services to students from the Sharpsville Area School District, including those ordered by the court. The billing period will begin on the 5<sup>th</sup> of each month and conclude on the 5<sup>th</sup> of the following month.
- h.) Nondiscrimination-In carrying out the terms of this agreement, both parties agree not to discriminate against any employee or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. Crossroads, Inc. and the Sharpsville Area School District shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities.
- i.) Complete Agreement: this writing contains the entire agreement between the parties hereto and no modifications of this agreement shall be binding unless such modifications shall be in writing and signed by the parties hereto.

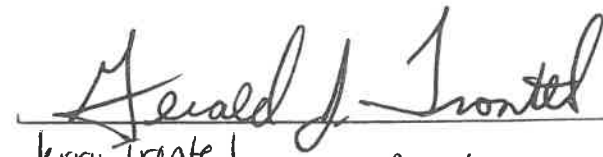
- j.) **Governing Law/Jurisdiction/Venue:** This agreement has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive law of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
- k.) **Assignability:** Neither party to this agreement may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.

In witness whereof, the duly authorized officers of the parties hereby set their hand causing this agreement to be executed legally and binding.

Crossroads Inc.

Sharpsville Area School District

  
J. Alex Giroski  
Executive Director of Education

  
Jerry Trontel  
Board of Education President

**Purchase of Service Agreement  
Sharpsville Area School District  
And**

**Crossroads Group Homes and Services, Inc.  
Alternative Education Program**

This agreement is made the 21<sup>st</sup> day of June, 20 21 between the Sharpsville Area School District, 1 Blue Devil Way, Sharpsville, Pa. 16150 and Crossroads Group Homes and Services, Inc., 1243 Roemer Boulevard, Farrell, Pa. 16121. The contract period is from August 23, 2021 through May 27, 2022.

**1. Facilities Environmental Health and Safety**

- a.) Crossroads, Inc. assures that the buildings at 1243 and 1246 Roemer Boulevard in Farrell conform to applicable fire and panic requirements of the Commonwealth or any of its political subdivision.
- b.) A statement of approval by the Department of Labor and Industry is on file at the school district.
- c.) A copy of the licensing approval is on file with the school district and will be updated on a yearly basis.
- d.) Crossroads, Inc. assures that the health, physical welfare, and safety of pupils is maintained as evidenced by the annual survey and inspection of the building by the Department of Public Welfare and the Department of Health.
- e.) Crossroads, Inc. has a procedure on file for student and parent/guardian concerns and that any complaint will be referred to the Sharpsville Area School District.

**2. School Food Service**

- a.) Crossroads, Inc. assures that its kitchen and cafeteria facilities meet all state and local statutes regarding food safety and sanitation.
- b.) A copy of state and local inspections are on file with the Sharpsville Area School District.

### 3. Staffing

- a.) Crossroads, Inc. staff members meet the following criteria:
  - 1.) Employees must be of good moral character
  - 2.) Employees must be 21 years of age or older.
  - 3.) Employees must have a minimum of a high school diploma or GED
  - 4.) Act 33 and 34 Clearances are obtained for all staff and are on file at Crossroads Inc.
  - 5.) Physicals and TB test results are completed for all employees and are on file at Crossroads Inc.
  - 6.) Staff members are citizens of the United States or hold U.S. Immigration Services visa.
  - 7.) F.B.I. Clearances will be obtained and kept on file at Crossroads

### 4. Student Attendance

- a.) Crossroads, Inc. and the Sharpsville Area School District will maintain records of student attendance.
- b.) In the event that a student is absent or more than 45 minutes late to school, a representative of Crossroads will notify the Sharpsville Area School District within one hour of the start of the school day. A representative of Crossroads will also notify the parent or guardian of the child who was absent or late within the same time period.
- c.) The Sharpsville Area School District assures compliance with pupil attendance provisions under Chapter 11 of the State Board of Education Regulations.

### 5. Student and Program Records

- a.) The Sharpsville Area School District will maintain accurate and detailed records of each individual student attending Crossroads Inc., including:
  - 1.) Hours of instruction in each curricular area
  - 2.) Scholastic achievement
  - 3.) Test scores
  - 4.) Discipline/ Behavior records
  - 5.) Health records
  - 6.) Co-curricular activities records
  - 7.) IEPs
- b.) Crossroads, Inc.'s Director of Education will work cooperatively with school district personnel to provide necessary information and records.

## 6. Transportation

- a.) The district will provide normal daily transportation of students.

## 7. Safe Schools

- a.) The Sharpsville Area School District maintains records in regard to incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco by any persons on school property. These incidents are reported to the Department of Education pursuant to 24 P.S. 13-1303-A.
- b.) Crossroads, Inc.'s Director of Education will immediately report all new incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco to the Sharpsville Area School District and the City of Farrell Police Department. Written reports will be kept on file.

## 8. School Health Services

- a.) The District will provide school health services to Sharpsville Area students at Crossroads Inc. in accordance to School Code.

## 9. Academic Standards and Assessment

- a.) A copy of the Alternative Education Program, including a course outline, objectives, and standards are on file with the school district. The Sharpsville Area School District assures that Crossroads, Inc.'s Alternative Education Program complies with the academic standards in Reading, Speaking and Listening, Mathematics, and the Pennsylvania System of State Assessment (PSSA) under Chapter 4 of the State Board of Education Regulations.

## 10. Special Education Services and Programs

- a.) The Sharpsville Area School District assures that special education services and provisions under Chapter 14 of the State Board of Education regulations, Chapter 342 of the Department of Education and all provisions of the Individuals with Disabilities Education Act are followed.
- b.) Crossroads, Inc. will monitor and assure that all IEPs are current and implemented. Crossroads' Director of Education will maintain contact with the school district's Director of Special Education to ensure compliance with Chapter 14.

- c.) Regular communication with student and parent / guardian will occur quarterly monitoring all IEP's.

#### 11. Identification of Eligible Students

- a.) Students are identified for placement in an Alternative Education Program for the following:
  - 1.) Disregard for school authority, including persistent violation of school policy and rules.
  - 2.) Display or use of controlled substances on school property or during school-affiliated activities.
  - 3.) Violent or threatening behavior on school property or during school-related activities.
  - 4.) Possession of a weapon on school property as defined under 18 Pa. C.S. Section 912 (relating to possession of a weapon on school property).
  - 5.) Commission of a criminal act on school property.
  - 6.) Misconduct that would merit suspension or expulsion under school property.

#### 12. Periodic Review of Students

A periodic review meeting will occur for each student at least every 45 school days. At the meeting, the treatment team will decide whether or not the student is ready to return to their home school district. Criteria for return is based on the student's behavior and attendance in the Crossroads program along with the student's standing with the Sharpsville Area School District.

#### 13. Other Contractual Agreements

- a.) Length of the Contract- August 23, 2021 through May 27, 2022.
- b.) Insurance-Crossroads Inc. shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive general Liability Insurance policy, in form and from an insurer satisfactory to the Sharpsville Area School District, covering all services to be performed and all obligations assumed under the terms of this agreement. Coverage provided under the policy shall not be less than one million dollars (\$1,000,000) per occurrence, combined single limits for bodily injury (including disease or death) and property damage (including loss of use) and Sharpsville Area School District shall be listed as an additional insured. Crossroads shall also provide and maintain, at its expense, during the entire period of performance of this agreement, such other insurance as is necessary including, but not necessarily limited to: automobile liability insurance, and workman's compensation

insurance. A certificate of insurance evidencing the required coverage shall be delivered to the Sharpsville Area School District prior to Crossroads Inc. commencement of performance under the agreement. All insurances required to be provided by Crossroads, Inc. shall be endorsed to provide that insurer will provide at least (30) days prior written notice to the Sharpsville Area School District in the event the insurance required herein is modified, altered, canceled, or not renewed, or if additional insured parties are added during the contract term, such alteration shall require approval and certification to all such additional parties. If Crossroads, Inc. shall not have obtained replacement insurance, as is herein required in this agreement, the Sharpsville Area School District shall have the right to treat such failure as material a breach of its agreement and to exercise all appropriate rights and remedies including termination and, if it so elects, to secure necessary insurance protection at Crossroads, Inc.'s expense.

- c.) Notice Provision: Any and all notices required under the terms and conditions of this agreement shall be delivered to the following:

Crossroads Inc.

Sharpsville Area S.D.

J. Alex Giroski  
Executive Director of Operations  
1243 Roemer Blvd.  
Farrell, PA 16121

- d.) Contract Termination Rights- Either party may terminate this contract with 30 days written notice.
- e.) The school district will provide school lunches to students that are referred by the school district.
- f.) Hold Harmless: Crossroads, Inc. shall defend, indemnify and hold harmless, the Sharpsville Area School District, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits, actions and causes of action of any nature whatsoever, relating to any act or omission by Crossroads, Inc., its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this Agreement, whether such act or omission is negligent, intentional, or unintentional.
- g.) Crossroads, Inc., for and in consideration of compensation the amount of \$61.90 per regular education student/per day and \$108.99 per special education student per day, agrees to provide educational services to students from the Sharpsville Area School District, including those ordered by the court. The billing period will begin on the 5<sup>th</sup> of each month and conclude on the 5<sup>th</sup> of the following month.

- h.) **Nondiscrimination**-In carrying out the terms of this agreement, both parties agree not to discriminate against any employee or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. Crossroads, Inc. and the Sharon City School District shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities.
- i.) **Complete Agreement**: this writing contains the entire agreement between the parties hereto and no modifications of this agreement shall be binding unless such modifications shall be in writing and signed by the parties hereto.
- j.) **Governing Law/Jurisdiction/Venue**: This agreement has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive law of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
- k.) **Assignability**: Neither party to this agreement may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.

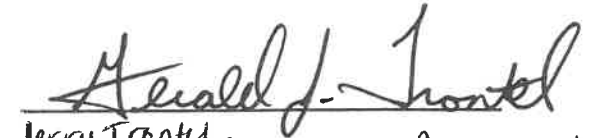
In witness whereof, the duly authorized officers of the parties hereby set their hand causing this agreement to be executed legally and binding.

Crossroads Inc.

Sharpsville Area School District



J. Alex Giroski  
Executive Director of Operations

  
Jerry Trontel  
Board of Education President



**SHARPSVILLE AREA SCHOOL DISTRICT  
RESOLUTION NO. 5 OF 2021**

**WHEREAS**, the World Health Organization has declared the global spread of COvid-19 a pandemic, and

**WHEREAS**, Governor Tom Wolf has proclaimed a disaster emergency in the Commonwealth of Pennsylvania; and

**WHEREAS**, the Pennsylvania Department of Education has determined that the COVID-19 pandemic constitutes an emergency within the meaning of Section 520.1 of the Pennsylvania School Code; and

**WHEREAS**, the emergency was unanticipated and unforeseen; and

**WHEREAS**, the Board of School Directors has determined that the risks of COVID-19 to our students, faculty, and community require extraordinary response; and

**WHEREAS**, that response may require students to receive instruction and participate in instructional activities through remote learning environments;

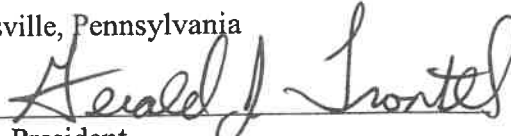
**BE IT RESOLVED**, the Board finds and declared that the COVID-19 pandemic is an emergency within the meaning of Section 520.1 of the Pennsylvania School Code.

The Board of School Directors hereby approves the Health and Safety Plan attached hereto and incorporated herein, which ensures a minimum of 180 days of instruction, allowing for a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, employing any combination of in-person, virtual, and distance learning as the Superintendent deems appropriate to address the health and safety of students, faculty, and community, and the learning needs of students. The Superintendent is directed to ensure the implementation of systems to track attendance and instructional time, especially related to students engaging in remote instruction provision of FAPE and equity in access to instruction for all students. Such instruction shall comply in full with the requirements of Chapter 4 of the regulations of the State Board of Education and with curriculum standards published in accordance therewith.


The Resolution shall become effective immediately and shall remain in effect for the duration of the 2021-2022 school year.

**DULY ADOPTED**, by the Board of School Directors of this School District, this 21<sup>st</sup> day of June, 2021.

SHARPSVILLE AREA SCHOOL DISTRICT  
Sharpsville, Pennsylvania

By:   
President

ATTEST:

  
Secretary

(SEAL)





# Emergency Instructional Time Template

## Section 520.1 - 2021-22 School Year

As communicated to chief school administrators on July 6, 2020, Section 520.1 of the School Code provides flexibility to meet minimum instructional time requirements in the event of an emergency that prevents a school entity from providing for the attendance of all pupils or usual hours of classes at the school entity. As occurred for the 2020-21 school year, the Pennsylvania Department of Education (PDE) considers the World Health Organization-declared Coronavirus disease (COVID-19) a global pandemic and an emergency as contemplated by Section 520.1 for the 2021-22 school year. Nothing in Section 520.1 of the School Code should be construed to extend beyond the 2021-22 school year.

A local education agency (LEA) that elects to implement temporary provisions in response to the COVID-19 global pandemic may meet the minimum 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction, consistent with the requirements outlined in PDE's July 6, 2020, guidance. Such LEAs must provide PDE with the following information specific to the 2021-22 school year:

### 1. LEA's Proposed Calendar and Schedule(s) for SY 2021-22

#### a. School Year Calendar

School Year Start Date	School Year End Date	Total Number of Instructional Days Must meet minimum 180 days
8/30/21	6/3/22	180 Days

- b. Should a school need to use remote learning at either the student or school level, LEAs should submit a sample weekly schedule reflecting remote learning as approved by the LEA's governing body. (Recognizing the need for flexibility and that circumstances may change as the LEA responds to the COVID-19 pandemic, an LEA may provide more than one proposed weekly schedule.)

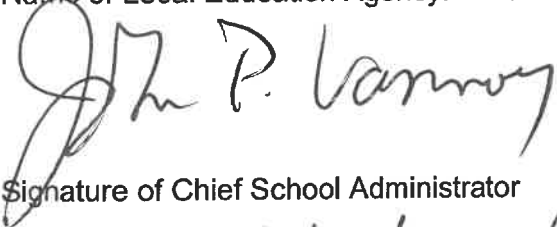
**2. When using remote learning (i.e., learning outside of the school building), describe how the LEA will ensure access for all students.**

Sharpsville Area School District (SASD) will provide all students access to remote learning opportunities. SASD faculty and staff will provide live, synchronous learning following the same daily schedule as the face-to-face, in-person model. All live sessions will utilize the Google streaming platform. Use the instructional model, students will receive opportunities for live instruction, modeling, guided practice, discussion and questioning similar to a face-to-face, in-person model.

**3. The Chief School Administrator and Board President affirm the following:**

- ☒ The proposed school calendar and academic schedule(s) will provide all students the planned instruction needed to attain the relevant academic standards set forth in Chapter 4.
- ☒ The proposed school calendar and academic schedule(s) allow sufficient instructional time necessary for content mastery and provide instructional blocks for each grade level and content area.
- ☒ The proposed school calendar and academic schedule(s) provide at least 900 hours (elementary) and 990 hours (secondary) of in-person instruction and/or remote learning for all students. (Such time may include synchronous and/or asynchronous instruction.)
- ☒ The proposed school calendar and academic schedule(s) define instructional time for students as time in the school day devoted to instruction and instructional activities under the direction of certified school employees. (Such time may include synchronous and/or asynchronous instructional activities.)
- ☒ Clearly defined systems for tracking attendance and instructional time will be implemented to ensure student engagement in remote instruction.
- ☒ The LEA acknowledges that it must provide Free and Appropriate Public Education (FAPE) during this pandemic-related emergency.
- ☒ The proposed school calendar and academic schedule(s) ensures ESL services for English Learners.
- ☒ Clearly defined and ongoing systems for evaluating the quality and outcomes of instructional delivery will be implemented, at least quarterly, and necessary adjustments will be made when data highlight concerns about quality, equity, and/or lack of progress in student learning.

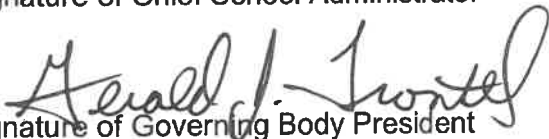
Name of Local Education Agency: Sharpsville Area School District



6/21/21

Signature of Chief School Administrator

Date



6/21/21

Signature of Governing Body President

Date

Date Approved at Board Meeting: 6/21/21

*Please scan and submit this entire signed document, the proposed weekly schedule, and a copy of the board meeting minutes at which such schedule was approved to to RA-EDContinuityofED@pa.gov.*

*Questions can also be submitted to this email address.*

Sharpville Area High School/Middle School Master Schedule

Homeroom	Period 1	Period 2	Period 3	Period 4	P5-6/Lunch/P6-7	Period 8	Period 9	Period 10
15 Minutes	44 Minutes	43 Minutes	43 Minutes	43 Minutes	43/30/43 Minutes	43 Minutes	43 Minutes	43 Minutes

Sharpville Area Elementary School Master Schedule

Start Time	Lunch	End Time
9:00 AM	30 Minutes	3:30 PM



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
- a. Universal and correct wearing of masks;
  - b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);
  - c. Handwashing and respiratory etiquette;
  - d. Cleaning and maintaining healthy facilities, including improving ventilation;
  - e. Contact tracing in combination with isolation and quarantine, in collaboration with State and local health departments;
  - f. Diagnostic and screening testing;
  - g. Efforts to provide COVID-19 vaccinations to school communities;
  - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
  - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Thorough an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

# Health and Safety Plan Summary: Sharpsville Area School District

Initial Effective Date: June 22, 2021

Date of Last Review: June 21, 2021

Date of Last Revision: June 21, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The District will monitor changes from the CDC weekly and discuss guidelines and implement any changes needed.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement		Strategies, Policies, and Procedures
a. Universal and correct wearing of <u>masks</u> ;		<ul style="list-style-type: none"> <li>• As stated by the Department of Health:                             <ul style="list-style-type: none"> <li>• All students, whether indoors or outdoors, must wear a face covering that covers their nose and mouth while at school and at school-sponsored events, and when they are traveling in school buses and school-provided transportation.</li> <li>• face coverings must be worn by all non-students, both staff and visitors (including parents and guardians), while on school property (indoors and outdoors), including during student drop-off and pickup.</li> </ul> </li> </ul>
		Subject to change to accommodate changes from Department of Health, and/or CDC.

- b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);

All schools will align distancing protocols with the recommendations for physical distancing outlined in the CDC's Operational Strategy for K-12 Schools through Phased Prevention, which include:

- In classrooms and other instructional spaces:
  - In elementary schools, students should be at least 3 feet apart, regardless of the community transmission level.
  - In middle and high schools, students should be at least 3 feet apart in areas of low and moderate community transmission. In areas of substantial community transmission, middle and high school students should be 6 feet apart to the maximum extent feasible, if cohorting is not possible. Cohorting is when groups of students are kept together with the same peers and staff throughout the school day to reduce the risk for spread throughout the school. Limit contact between cohorts. Maintain 6 feet of distance between cohorts where possible.
- Maintain 6 feet of distance to the maximum extent feasible in all settings outside of the classroom and other instructional spaces including:
  - Between adults in the school building (teachers and staff), and between adults and students. Several studies have found that transmission between staff is more common than transmission between students and staff, and among students, in schools.
  - When masks can't be worn, such as when eating.
  - During activities when increased exhalation occurs, such as singing, shouting, band, or sports and exercise. Move these activities outdoors or to large, well-ventilated spaces.
  - In common areas such as school lobbies and auditoriums.

Subject to change to accommodate changes from Department of Health, and/or CDC.

c. Handwashing and respiratory etiquette;

COVID-19 may survive on certain surfaces for some time, which means it is possible to be infected after touching a contaminated surface and then touching the mouth, eyes, or nose. Frequent handwashing, along with cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e., restrooms, hallways, and transportation), decreases transmission.

- When handwashing, individuals should use soap and water to wash all surfaces of their hands for at least 20 seconds, wait for visible lather, rinse thoroughly, and dry with a disposable towel.
- Teach and reinforce washing hands and covering coughs and sneezes among students and staff.
- Make hand sanitizer available in common areas, hallways or in classrooms, or in all three, where sinks for handwashing are not available.
- Work with local health departments and health care systems to disseminate hygiene and disinfection strategies for infection prevention at home.
- Have adequate supplies and carefully monitor inventory to support healthy hygiene behaviors, including soap, hand sanitizer **with at least 60 percent alcohol**, paper towels, tissues, and no-touch trash cans.

Subject to change to accommodate changes from Department of Health, and/or CDC.

d. Cleaning and maintaining healthy facilities, including improving ventilation;

Cleaning and promoting hand hygiene are important everyday actions our district can take to slow the spread of COVID-19 and other infectious diseases and protect our students and staff.

Cleaning with products containing soap or detergent reduces germs on surfaces and objects by removing contaminants and may also weaken or damage some of the virus particles, which decreases risk of infection from surfaces. Cleaning high touch surfaces and shared objects once a day is usually enough to sufficiently remove virus that may be on surfaces unless someone with confirmed or suspected COVID-19 has been in your school. Disinfecting removes any remaining germs on surfaces, which further reduces any risk of spreading infection.

Clean more frequently or clean AND disinfect surfaces and objects if certain conditions apply

- High transmission of COVID-19 in our community
- Low number of people wearing masks or improper mask usage
- Infrequent hand hygiene
- The space is occupied by people at increased risk for severe illness from COVID-19

If someone in our school is sick or someone who has COVID-19 has been in our school in the last 24 hours, clean and disinfect your facility.

Always read and follow the directions on how to use and store cleaning and disinfecting products. Disinfection products should not be used by children or near children. Ventilate the space when using these products to prevent children from inhaling toxic vapor.

Always follow standard practices and appropriate regulations specific to our school for minimum standards for cleaning and disinfection.

Subject to change to accommodate changes from Department of Health, and/or CDC.

e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;

Records of any persons, other than students and staff, that enter the building, their reason for being there, the location in the building they visit, and the names of the close contacts that they visit in the building will be maintained.

Provide regular information on SASD website and in parent flyers/letters.

Prepare parents and families for remote learning if a class or school is temporarily dismissed. Students, staff, and educators diagnosed with COVID-19 should isolate and stay away from the school premises until requirements for end of isolation are met.

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>Students, staff, and educators who have been in close contact with someone who has COVID-19 and who are not fully vaccinated should quarantine and contact their personal care provider to discuss diagnostic testing. Asymptomatic people who have tested positive for and recovered from COVID-19 in the prior 3 months and asymptomatic fully vaccinated people do not need to quarantine or get tested. Any close contacts who test positive for SARS-CoV2 or who have symptoms should begin isolation regardless of vaccination status or prior infection.</p> <p>Subject to change to accommodate changes from Department of Health, and/or CDC.</p>
<p>f. <u>Diagnostic</u> and screening testing;</p>	<p>All students and parents/guardians are required to perform a symptom screening prior to arriving at school or at the bus stop each day. No student with symptoms will be sent on a bus or brought to school.</p> <p>All district staff will perform a symptom screen on themselves prior to leaving for work and will stay home if ill. Students and staff will consistently be made aware of the signs and symptoms of COVID-19.</p> <p>Students and staff will go to the nurse immediately if feeling symptomatic.</p> <p>The District will share resources with the school community to help families understand when to keep children home.</p> <p>Subject to change to accommodate changes from Department of Health, and/or CDC.</p>
<p>g. Efforts to provide <u>vaccinations to school communities</u>;</p>	<p>The District will coordinate with our Local Health Department</p> <p>The health department's immunization program can help coordinate vaccination clinics, provide speakers for presentations, and offer other types of expertise.</p> <p>The District will help to publicize vaccination opportunities within the local community.</p>

**ARP ESSER Requirement****Strategies, Policies, and Procedures**

Subject to change to accommodate changes from Department of Health, and/or CDC.

h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and

Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting.

For the reasons listed above, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use.

Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom.

Bathrooms and changing tables should be disinfected before and after student use. Limit students to one at a time.

Students should be assisted with handwashing.

Subject to change to accommodate changes from Department of Health, and/or CDC.

i. Coordination with state and local health officials.

Local DOH staff will notify the district upon learning that someone who tested positive for COVID-19 was present at the school while infectious. DOH will assist the district with risk assessment, isolation and quarantine recommendations, and other infection control recommendations.

DOH staff will assist the district with contact tracing and may request information regarding potential close school contacts from school nurses/health staff.

ARP ESSER Requirement	Strategies, Policies, and Procedures
	Subject to change to accommodate changes from Department of Health, and/or CDC.

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Sharpsville Area School District reviewed and approved the Health and Safety Plan on June 21, 2021

The plan was approved by a vote of:

9 Yes

0 No

Affirmed on: June 21, 2021

By:

  
(Signature\* of Board President)

Jerry Trontel

\_\_\_\_\_  
(Print Name of Board President)

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

