

*Coatesville Area School District  
Finance Committee*



Members

Stuart Deets, Chair

James Hills

Tom Siedenbuehl

January 10, 2017

# Finance Committee Agenda

Coatesville Area Senior High School Auditorium

January 10, 2017 - 6:00 PM

(1<sup>st</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Stuart Deets  
**BOARD MEMBERS:** James Hills and Tom Siedenbuehl  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the November 8, 2016 Finance Committee meeting minutes. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## AGENDA ITEMS

### A. Financial Statements

**RECOMMENDED MOTION:** That the Board of School Directors approve the enclosed Financial Statements and the Bills Payable list, as presented. (*Enclosures*)

### B. All Points Security Company, Inc.

**RECOMMENDED MOTION:** That the Board of School Directors approve All Points Security Co., Inc. to install a cellular dialer at King's Highway Elementary School and King's Highway Warehouse for an amount of \$1,716.00. (*Enclosure*)

### C. Donation from Arcelor Mittal

**RECOMMENDED MOTION:** That the Board of School Directors accept a check in the amount of \$6,000 to support the STEM Robotics After School Program at the Coatesville Area Intermediate High School. (*Enclosure*)

### D. Appointment of Legal Counsel

**RECOMMENDED MOTION:** That the Board of School Directors approve Lamb McErlane, P.C. as legal counsel in the matter of the Petition for Review of Real Estate Assessment filed by Freedom Village at Brandywine v. Board of Assessment Appeals (Docket No. 2016-10507-AB in the Chester County Court of Common Pleas) subject to the Letter of Engagement and its approval by General Counsel. (*Confidential Enclosure*)

### E. Appointment of Appraiser

**RECOMMENDED MOTION:** That the Board of School Directors approve Vincent D. Quinn & Assoc., Inc. as the appraiser in the matter of the Petition for Review of Real Estate Assessment filed by Freedom Village at Brandywine v. Board of Assessment Appeals (Docket No. 2016-10507-AB in the Chester County Court of Common Pleas) subject to the Letter of Engagement and its approval by General Counsel. (*Confidential Enclosure*)

**F. Human Resources Report**

**RECOMMENDED MOTION:** That the Board of School Directors approve the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as presented. (*Enclosure*)

**INFORMATIONAL ITEM(S)**

- Update on Refinancing 2007 Bonds - Michael Lillys, RBC Capital
- 2017-2018 Preliminary General Fund Budget Presentation
- CASD and Charter School Enrollment Reports for the month ending 12/31/2016 (*Enclosure*)

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

*Finance Enclosure*

*Minutes to Approve*



# Finance Committee Minutes

Coatesville Area Senior High School Auditorium

**November 8, 2016 - 6:00 PM**

*(3<sup>rd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Stuart Deets  
**BOARD MEMBERS:** James Hills, Tom Siedenbuehl (*absent*) and Ann Wuertz (*substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 7:54 p.m.

## APPROVAL of MINUTES

Approval of the October 11, 2016 Finance Committee meeting minutes. (*Enclosure*)

Motion: Ann Wuertz                      Second: James Hills                      Vote: 3-0

## AGENDA ITEMS

### A. Financial Statements

**RECOMMENDED MOTION:** That the Board of School Directors approve the enclosed Financial Statements and the Bills Payable list, as presented. (*Enclosures*)

Motion: James Hills                      Second: Ann Wuertz                      Vote: 3-0

### B. Confidential Discharge Arbitration/Release and Settlement Agreement - Employee 11463

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Discharge Arbitration/Release and Settlement Agreement for employee 11463, as presented. (*Confidential Enclosure*)

Motion: Ann Wuertz                      Second: James Hills                      Vote: 3-0

### C. James Ellison, Esquire, Susquehanna Legal Group, LLC, Rhoads and Sinon LLP, and Travelers Casualty & Surety Company of America Settlement Agreement and Release

**RECOMMENDED MOTION:** That the Board of School Directors approve the Settlement Agreement and Release between the Coatesville Area School District and James Ellison, Esquire, Susquehanna Legal Group, LLC, Rhoads and Sinon LLP and Travelers Casualty & Surety Company of America, as presented. (*Confidential Enclosure*)

Motion: James Hills                      Second: Ann Wuertz                      Vote: 3-0

### D. Lifetouch Studios Contract – Reeceville Elementary School

**RECOMMENDED MOTION:** That the Board of School Directors approve the school portraits contract with Lifetouch Studios, as presented. (*Enclosure*)

Motion: Ann Wuertz                      Second: James Hills                      Vote: 3-0

### E. Friendship Elementary School Picture Day - Lifetouch Studios Commission Checks

**RECOMMENDED MOTION:** That the Board of School Directors accept two (2) commission checks in the amount of \$150 and \$338 from Lifetouch Studios for picture day commission. (*Enclosure*)

Motion: James Hills                      Second: Ann Wuertz                      Vote: 3-0



# *Finance Committee ~ Financial Statements*

- *Treasurer's Report for period ending December 31, 2016*
- *Bills Payable for period of December 3, 2016 thru January 6, 2017*
- *Condensed Board Summary Report for period of July 1<sup>st</sup> thru December 31, 2016*

*Submitted: January 10, 2017*



**Coatesville Area School District  
Treasurer's Report For The Period Ending December 31, 2016**

	General Fund	Food Service Fund	Capital Reserve Fund - 30	Capital Projects Fund - 39
<b>Beginning Balance</b>	\$62,525,425.55	\$2,356,477.28	\$90,446.74	\$5,491,372.80
Local Revenue	\$2,406,042.73	\$50,528.88	\$27.38	\$1,595.91
State Revenue	\$7,194,042.88	\$10,608.46		
Federal Revenue	\$235,021.19	\$212,935.88		
Deferred Revenues	\$0.00			
Other Revenue	\$0.00			
<b>Total Revenues</b>	\$9,835,106.80	\$274,073.22	\$27.38	\$1,595.91
<b>Total Expenditures</b>	\$10,413,514.29	\$35,657.38	\$0.00	\$18,067.97
<b>Ending Balance</b>	\$61,947,018.06	\$2,594,893.12	\$90,474.12	\$5,474,900.74

	Student Activities	Trust Fund	Agency Fund Transfer
<b>Beginning Balance</b>	\$113,255.95	\$172,057.34	\$152,510.70
Local Revenue	\$11,656.85	\$52.12	\$1,183.06
State Revenue			
Federal Revenue			
Deferred Revenues			
Other Revenue			
<b>Total Revenues</b>	\$11,656.85	\$52.12	\$1,183.06
<b>Total Expenditures</b>	\$11,566.66	\$0.00	\$3,828.95
<b>Ending Balance</b>	\$113,346.14	\$172,109.46	\$149,864.81



# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00008925	12/09/2016	L1002400001	17009646	5758-0 12/16	10-2620-424-000-00-000-000-0000		778.88
00008925	12/09/2016	L1002400002	17009646	5784-0 12/16	10-2620-424-000-00-000-000-0000		411.11
00008925	12/09/2016	L1002400003	17009646	4021-0 12/16	10-2620-424-000-00-000-000-0000		1,888.76
<b>Vendor: 0170 - CALN TOWNSHIP / CTMA</b>					<b>Remit # 1 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>3,078.75</b>
00008926	12/09/2016	L1002400006	17009748	0000200348	10-2620-411-000-00-000-000-0000		175.00
00008926	12/09/2016	L1002400007	17009748	0000182711	10-2620-411-000-00-000-000-0000		175.00
<b>Vendor: 1836 - EAGLE DISPOSAL OF PA INC</b>					<b>Remit # 1 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>350.00</b>
00008927	12/09/2016	L1002400009	17009853	2044006020 11/16	10-2620-621-000-00-000-000-0000		12,586.12
00008927	12/09/2016	L1002400010	17009852	2044006020 11/16	10-2620-422-000-00-000-000-0000		102,217.48
<b>Vendor: 1039 - PECO ENERGY</b>					<b>Remit # 2 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>114,803.60</b>
00008928	12/09/2016	L1002400011	17009023	6103801379 11/16	10-2840-530-000-00-000-000-0000		80.58
00008928	12/09/2016	L1002400012	17009024	6103808142 11/16	10-2840-530-000-00-000-000-0000		80.74
<b>Vendor: 1409 - VERIZON</b>					<b>Remit # 1 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>161.32</b>
00008929	12/09/2016	L1002400008	17009021	69946784	10-2840-530-000-00-000-000-0000		5,876.43
<b>Vendor: 1410 - VERIZON BUSINESS</b>					<b>Remit # 2 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>5,876.43</b>
00008930	12/16/2016	C1011100011		12/9/2016 PAY	10-0462-027-PAY-00-000-000-0000	100462027PAY	42.82
<b>Vendor: 0026 - AFLAC</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>42.82</b>
00008931	12/16/2016	C1011100009		12/9/2016 PAY	10-0462-020-PAY-00-000-000-0000	100462020PAY	1,362.41
<b>Vendor: 0229 - CITADEL CREDIT UNION</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>1,362.41</b>
00008932	12/16/2016	C1011100010		12/9/2016 PAY	10-0462-020-PAY-00-000-000-0000	100462020PAY	23,676.41
<b>Vendor: 0240 - COATESVILLE AREA TEACHER ASSOC</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>23,676.41</b>
00008933	12/16/2016	C1011100008		12/9/2016 PAY	10-0462-023-PAY-00-000-000-0000	100462023PAY	114.23
<b>Vendor: 0355 - DIVERSIFIED COLLECTION SERVICE</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>114.23</b>
00008934	12/16/2016	C1011100012		12/9/2016 PAY	10-1241-191-000-20-520-000-0000		2.12
<b>Vendor: 6755 - ELLA MARIE MOBLEY</b>					<b>Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>2.12</b>
00008935	12/16/2016	C1011100007		12/9/2016 PAY	10-0462-023-PAY-00-000-000-0000	100462023PAY	226.93
<b>Vendor: 1055 - PHEEA</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>226.93</b>
00008936	12/16/2016	C1011100001		12/9/2016 PAY	10-0462-025-PAY-00-000-000-0000	100462025PAY	1,019.25
00008936	12/16/2016	C1011100002		12/9/2016 PAY	10-0462-029-PAY-00-000-000-0000	100462029PAY	2,351.69
<b>Vendor: 1218 - SECURITY BENEFIT COMPANIES</b>					<b>Remit # 1 Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>3,370.94</b>
00008937	12/16/2016	C1011100006		12/9/2016 PAY	10-0462-023-PAY-00-000-000-0000	100462023PAY	100.00
<b>Vendor: 6015 - SOCIAL SECURITY ADMINISTRATION</b>					<b>Check Date: 12/16/2016</b>	<b>Check Amount:</b>	<b>100.00</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00008938	12/16/2016	C1011100004		12/9/2016 PAY	10-0462-023-PAY-00-000-000-0000	100462023PAY	198.00
Vendor: 1300 - TG COLLECTIONS					Remit # 1 Check Date: 12/16/2016	Check Amount:	198.00
00008939	12/16/2016	C1011100005		12/9/2016 PAY	10-0462-022-PAY-00-000-000-0000	100462022PAY	53.00
Vendor: 1387 - UNITED WAY OF CHESTER COUNTY					Remit # 1 Check Date: 12/16/2016	Check Amount:	53.00
00008940	12/16/2016	C1011100003		12/9/2016 PAY	10-0462-023-PAY-00-000-000-0000	100462023PAY	632.50
Vendor: 1448 - WILLIAM C MILLER TRUSTEE					Remit # 1 Check Date: 12/16/2016	Check Amount:	632.50
00008941	12/22/2016	L1018100001	17010015	2872625086801116	10-2840-530-000-00-000-000-0000		127.60
Vendor: 2285 - AT & T MOBILITY II LLC					Check Date: 12/22/2016	Check Amount:	127.60
00008942	12/22/2016	L1018100003	17009993	0000191667	10-2620-411-000-00-000-000-0000		5,983.00
00008942	12/22/2016	L1018100004	17009993	0000200347	10-2620-411-000-00-000-000-0000		6,158.00
Vendor: 1836 - EAGLE DISPOSAL OF PA INC					Remit # 1 Check Date: 12/22/2016	Check Amount:	12,141.00
00008943	12/22/2016	L1018100005	17009994	0319-000297253	10-2620-411-000-00-000-000-0000		665.60
Vendor: 1994 - REPUBLIC SERVICES INC					Remit # 1 Check Date: 12/22/2016	Check Amount:	665.60
00008944	12/22/2016	L1018100002	17009278	61670219	10-2840-530-000-00-000-000-0000		3,307.35
Vendor: 1410 - VERIZON BUSINESS					Remit # 2 Check Date: 12/22/2016	Check Amount:	3,307.35
00008945	01/05/2017	C1001900037	117397	121516	10-3250-330-000-00-000-000-0000		49.00
Vendor: 0017 - ADAM B KRASSEN					Remit # 1 Check Date: 01/05/2017	Check Amount:	49.00
00008946	01/05/2017	C1001900016	117396	12216	10-3250-330-000-00-000-000-0000		90.00
Vendor: 0071 - ANTHONY PORRECA					Remit # 1 Check Date: 01/05/2017	Check Amount:	90.00
00008947	01/05/2017	C1001900032	117397	121716	10-3250-330-000-00-000-000-0000		70.00
Vendor: 0094 - ANTHONY STEVENSON					Remit # 1 Check Date: 01/05/2017	Check Amount:	70.00
00008948	01/05/2017	C1001900020	117396	12916	10-3250-330-000-00-000-000-0000		90.00
Vendor: 0112 - BART A MCKINLEY					Remit # 1 Check Date: 01/05/2017	Check Amount:	90.00
00008949	01/05/2017	C1001900008	117387	113016	10-3250-810-000-00-000-000-0000		287.00
00008949	01/05/2017	C1001900010	117386	113016	10-3250-810-000-00-000-000-0000		252.00
Vendor: 0143 - ARMORY FOUNDATION					Remit # 1 Check Date: 01/05/2017	Check Amount:	539.00
00008950	01/05/2017	C1001900012	117396	113016	10-3250-330-000-00-000-000-0000		90.00
Vendor: 0158 - BRYANT MOORE					Remit # 1 Check Date: 01/05/2017	Check Amount:	90.00
00008951	01/05/2017	C1001900006		507641	10-3250-330-000-00-000-000-0000		70.00
Vendor: 0306 - DARRELL L STERLING					Remit # 1 Check Date: 01/05/2017	Check Amount:	70.00
00008952	01/05/2017	C1001900023	117397	112916	10-3250-330-000-00-000-000-0000		35.00
Vendor: 0320 - DAVID W TRIPP					Remit # 1 Check Date: 01/05/2017	Check Amount:	35.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

01/10/2017 09:29:07 AM

Coatesville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00008953	01/05/2017	C1001900024	117397	12516	10-3250-330-000-00-000-000-0000		35.00
Vendor: 0390 - EARL S JOHNSON					Remit # 1 Check Date: 01/05/2017	Check Amount:	35.00
00008954	01/05/2017	C1001900014	117396	113016	10-3250-330-000-00-000-000-0000		60.00
Vendor: 0411 - EDWARD TABBUT					Remit # 1 Check Date: 01/05/2017	Check Amount:	60.00
00008955	01/05/2017	C1001900030	117397	121716	10-3250-330-000-00-000-000-0000		56.00
00008955	01/05/2017	C1001900038	117397	121516	10-3250-330-000-00-000-000-0000		49.00
Vendor: 0583 - JAMES G SHAW					Remit # 1 Check Date: 01/05/2017	Check Amount:	105.00
00008956	01/05/2017	C1001900025	117397	12516	10-3250-330-000-00-000-000-0000		35.00
Vendor: 0601 - JASON JAMES					Remit # 1 Check Date: 01/05/2017	Check Amount:	35.00
00008957	01/05/2017	C1001900018	117396	125116	10-3250-330-000-00-000-000-0000		90.00
Vendor: 0608 - JEFFREY F SWISHER					Remit # 1 Check Date: 01/05/2017	Check Amount:	90.00
00008958	01/05/2017	C1001900029	117397	12516	10-3250-330-000-00-000-000-0000		28.00
Vendor: 0833 - MARK A CUTRONA					Remit # 1 Check Date: 01/05/2017	Check Amount:	28.00
00008959	01/05/2017	C1001900034	117397	121516	10-3250-330-000-00-000-000-0000		70.00
Vendor: 0837 - MARLIN MEACHEM					Remit # 1 Check Date: 01/05/2017	Check Amount:	70.00
00008960	01/05/2017	C1001900004		507508	10-3250-330-000-00-000-000-0000		55.00
Vendor: 0890 - MICHAEL CAMPBELL					Remit # 1 Check Date: 01/05/2017	Check Amount:	55.00
00008961	01/05/2017	C1001900021	117396	12916	10-3250-330-000-00-000-000-0000		60.00
Vendor: 0901 - MICHAEL WASSON					Remit # 1 Check Date: 01/05/2017	Check Amount:	60.00
00008962	01/05/2017	C1001900036	117397	121516	10-3250-330-000-00-000-000-0000		70.00
Vendor: 0908 - MIKE HACKE					Remit # 1 Check Date: 01/05/2017	Check Amount:	70.00
00008963	01/05/2017	C1001900026	117397	12616	10-3250-330-000-00-000-000-0000		35.00
Vendor: 1022 - PAUL BRUNO					Remit # 1 Check Date: 01/05/2017	Check Amount:	35.00
00008964	01/05/2017	C1001900005		507652	10-3250-330-000-00-000-000-0000		49.00
Vendor: 1026 - PAUL GRACI					Remit # 1 Check Date: 01/05/2017	Check Amount:	49.00
00008965	01/05/2017	C1001900017	117396	12516	10-3250-330-000-00-000-000-0000		90.00
Vendor: 1139 - RICHARD R MATTIONI					Remit # 1 Check Date: 01/05/2017	Check Amount:	90.00
00008966	01/05/2017	C1001900033	117397	121716	10-3250-330-000-00-000-000-0000		70.00
Vendor: 1151 - ROBERT E MULL					Remit # 1 Check Date: 01/05/2017	Check Amount:	70.00
00008967	01/05/2017	C1001900001		505267	10-3250-330-000-00-000-000-0000		75.00
00008967	01/05/2017	C1001900002		505262	10-3250-330-000-00-000-000-0000		52.00
Vendor: 1161 - ROBERT VERNON BREWER					Remit # 1 Check Date: 01/05/2017	Check Amount:	127.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

01/10/2017 09:29:07 AM

Coatesville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00008968	01/05/2017	C1001900011	117396	113016	10-3250-330-000-00-000-000-0000		90.00
Vendor: 1333 - THOMAS A DESHULA					Remit # 1	Check Date: 01/05/2017	Check Amount: 90.00
00008969	01/05/2017	C1001900007		507629	10-3250-810-000-00-000-000-0000		80.00
Vendor: 1630 - PIAA DISTRICT ONE					Remit # 1	Check Date: 01/05/2017	Check Amount: 80.00
00008970	01/05/2017	C1001900027	117397	12616	10-3250-330-000-00-000-000-0000		35.00
00008970	01/05/2017	C1001900035	117397	121516	10-3250-330-000-00-000-000-0000		70.00
Vendor: 1695 - STEVEN A PERRY					Remit # 1	Check Date: 01/05/2017	Check Amount: 105.00
00008971	01/05/2017	C1001900031	117397	121716	10-3250-330-000-00-000-000-0000		70.00
Vendor: 1791 - WILLIAM C OEBRIEN SR					Remit # 1	Check Date: 01/05/2017	Check Amount: 70.00
00008972	01/05/2017	C1001900019	117396	12916	10-3250-330-000-00-000-000-0000		90.00
Vendor: 1915 - DARRELL GUY					Remit # 1	Check Date: 01/05/2017	Check Amount: 90.00
00008973	01/05/2017	C1001900003		507501	10-3250-330-000-00-000-000-0000		67.00
Vendor: 2099 - JAMES KEENAN					Check Date: 01/05/2017	Check Amount: 67.00	
00008974	01/05/2017	C1001900028	117397	12616	10-3250-330-000-00-000-000-0000		28.00
Vendor: 2196 - DAVID HARLAN					Check Date: 01/05/2017	Check Amount: 28.00	
00008975	01/05/2017	C1001900015	117396	12216	10-3250-330-000-00-000-000-0000		90.00
Vendor: 6046 - BERNARD J BARRETT					Check Date: 01/05/2017	Check Amount: 90.00	
00008976	01/05/2017	C1001900013	117396	113016	10-3250-330-000-00-000-000-0000		60.00
Vendor: 6223 - SCOTT A DEDE					Check Date: 01/05/2017	Check Amount: 60.00	
00008977	01/05/2017	C1001900039	117397	121516	10-3250-330-000-00-000-000-0000		56.00
Vendor: 6236 - KEVIN J BLOOMFIELD					Check Date: 01/05/2017	Check Amount: 56.00	
00008978	01/05/2017	C1001900022	117396	121216	10-3250-330-000-00-000-000-0000		60.00
Vendor: 6760 - DAN GREER					Check Date: 01/05/2017	Check Amount: 60.00	
00008979	01/05/2017	C1001900009	117390	113016	10-3250-810-000-00-000-000-0000		100.00
Vendor: 9290 - PTFCA					Check Date: 01/05/2017	Check Amount: 100.00	
00008980	01/06/2017	L1026400011	17010080	410387	10-1110-562-000-00-000-000-0000		19,488.13
00008980	01/06/2017	L1026400012	17010080	410387	10-1290-562-000-00-000-000-00115		4,927.02
Vendor: 0001 - 21ST CENTURY CYBER CHARTER SCH					Remit # 1	Check Date: 01/06/2017	Check Amount: 24,415.15
00008981	01/06/2017	L1001500025	17009128	1154341	10-2513-540-000-00-000-000-0000		267.92
00008981	01/06/2017	L1001500026	17009809	1189621	10-2310-540-000-00-000-000-0000		262.74
Vendor: 2228 - 21ST CENTURY MEDIA NEWSPAPERS LLC					Remit # 1	Check Date: 01/06/2017	Check Amount: 530.66
00008982	01/06/2017	L1006600035	17009799	6BF00406	10-2620-411-000-00-000-000-0000		145.76

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00008982	01/06/2017	L1029100030	17009446	6CF00410	10-2620-411-000-00-000-000-0000		154.51
<b>Vendor: 1717 - A J BLOSENSKI INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 300.27</b>
00008983	01/06/2017	L1015300010	17009989	19-888	10-2900-330-470-00-000-000-000-1516	102900330470151	520.00
00008983	01/06/2017	L1015300011	17009989	19-905	10-2900-330-470-00-000-000-000-1516	102900330470151	681.00
00008983	01/06/2017	L1015300012	17009989	19-906	10-2900-330-470-00-000-000-000-1516	102900330470151	983.00
00008983	01/06/2017	L1015300013	17009989	19-907	10-2900-330-470-00-000-000-000-1516	102900330470151	1,721.00
00008983	01/06/2017	L1015300014	17009989	19-923	10-2900-330-470-00-000-000-000-1516	102900330470151	50.00
00008983	01/06/2017	L1015300015	17009989	19-924	10-2900-330-470-00-000-000-000-1516	102900330470151	534.00
00008983	01/06/2017	L1015300016	17009989	19-944	10-2900-330-470-00-000-000-000-1516	102900330470151	440.00
00008983	01/06/2017	L1015300017	17009989	19-948	10-2900-330-470-00-000-000-000-1516	102900330470151	1,327.00
<b>Vendor: 0007 - ABS TRANSLATION &amp; INTERPRETING</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 6,256.00</b>
00008984	01/06/2017	L1026400054	17010081	331098	10-1110-562-000-00-000-000-000-0000		2,541.94
00008984	01/06/2017	L1026400055	17010081	331098	10-1290-562-000-00-000-000-000-0115		2,463.51
<b>Vendor: 0014 - ACHIEVEMENT HOUSE CHARTER SCHO</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 5,005.45</b>
00008985	01/06/2017	L1026400052	17010090	331916	10-1110-562-000-00-000-000-000-0000		5,545.60
00008985	01/06/2017	L1026400053	17010090	331916	10-1290-562-000-00-000-000-000-0115		6,709.61
<b>Vendor: 0030 - AGORA CYBER CHARTER SCHOOL</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 12,255.21</b>
00008986	01/06/2017	L1000300033	17009792	456525	10-1341-610-000-36-810-240-000-0000		143.88
00008986	01/06/2017	L1006600036	17009873	454817	10-1341-610-000-36-810-240-000-0000		166.08
00008986	01/06/2017	L1006600037	17009873	454816	10-1341-610-000-36-810-240-000-0000		91.86
00008986	01/06/2017	L1022700033	17009906	454843	10-1341-610-000-22-530-240-000-0000		9.77
00008986	01/06/2017	L1022700034	17009906	454843	10-1341-610-000-23-530-240-000-0000		9.77
00008986	01/06/2017	L1022700035	17009906	454843	10-1341-610-000-24-530-240-000-0000		9.77
00008986	01/06/2017	L1022700036	17009906	454829	10-1341-610-000-22-530-240-000-0000		1.36
00008986	01/06/2017	L1022700037	17009906	454829	10-1341-610-000-23-530-240-000-0000		1.36
00008986	01/06/2017	L1022700038	17009906	454829	10-1341-610-000-24-530-240-000-0000		1.37
00008986	01/06/2017	L1022700039	17009906	454819	10-1341-610-000-22-530-240-000-0000		41.22
00008986	01/06/2017	L1022700040	17009906	454819	10-1341-610-000-23-530-240-000-0000		41.23
00008986	01/06/2017	L1022700041	17009906	454819	10-1341-610-000-24-530-240-000-0000		41.22
00008986	01/06/2017	L1022700042	17009906	454858	10-1341-610-000-22-530-240-000-0000		5.05
00008986	01/06/2017	L1022700043	17009906	454858	10-1341-610-000-23-530-240-000-0000		5.05
00008986	01/06/2017	L1022700044	17009906	454858	10-1341-610-000-24-530-240-000-0000		5.04

\* Denotes Non-Negotiable Transaction

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00008986	01/06/2017	L1022700097	17009906	454861	10-1341-610-000-22-530-240-000-0000		14.90
00008986	01/06/2017	L1022700098	17009906	454861	10-1341-610-000-23-530-240-000-0000		14.90
00008986	01/06/2017	L1022700099	17009906	454861	10-1341-610-000-24-530-240-000-0000		14.90
00008986	01/06/2017	L1026400001	17009906	454883	10-1341-610-000-22-530-240-000-0000		53.84
00008986	01/06/2017	L1026400002	17009906	454883	10-1341-610-000-23-530-240-000-0000		53.84
00008986	01/06/2017	L1026400003	17009906	454883	10-1341-610-000-24-530-240-000-0000		53.83
00008986	01/06/2017	L1026400005	17010077	454833	10-1341-610-000-36-810-240-000-0000		67.81
00008986	01/06/2017	L1026400006	17010086	454856	10-1341-610-000-36-810-240-000-0000		74.96
00008986	01/06/2017	L1026400007	17010074	454827	10-1341-610-000-36-810-240-000-0000		137.42
00008986	01/06/2017	L1026400008	17010074	454834	10-1341-610-000-36-810-240-000-0000		51.18
<b>Vendor: 0031 - AHOLD FINANCIAL SERVICES LLC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,111.61</b>
00008987	01/06/2017	L1001500044	17009760	T/R 11/22/16	10-1110-240-000-30-000-000-000-0000		2,385.00
<b>Vendor: 6520 - ALICIA A HINES</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,385.00</b>
00008988	01/06/2017	L1029100001	17010084	T/R 12/15/16	10-1110-240-000-10-000-000-000-0000		190.83
<b>Vendor: 1908 - AMANDA L CAVITT</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>190.83</b>
00008989	01/06/2017	L1022700003	17009366	5456181	10-1110-610-000-22-530-110-000-0000		101.22
00008989	01/06/2017	L1022700004	17009366	5456181	10-1110-610-000-23-530-110-000-0000		101.22
00008989	01/06/2017	L1022700005	17009366	5456181	10-1110-610-000-24-530-110-000-0000		101.22
<b>Vendor: 0054 - AMSTERDAM PRINTING &amp; LITHO</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>303.66</b>
00008990	01/06/2017	L1015300004	17009986	T/R 12/9/2016	10-1110-240-000-10-000-000-000-0000		190.83
<b>Vendor: 2248 - AMY L TOTH</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>190.83</b>
00008991	01/06/2017	L0999600018	17009692	21876	10-2620-431-000-00-000-000-000-0000		10,900.00
00008991	01/06/2017	L1001500042	17008271	21877	10-2630-414-000-00-000-000-000-0000	102630414	4,100.00
00008991	01/06/2017	L1024100031	17009959	21828	10-2620-431-000-00-000-000-000-0000		10,900.00
<b>Vendor: 6589 - ANASTASI LANDSCAPING INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>25,900.00</b>
00008992	01/06/2017	L1029100020	17009264	1367455 12/16	10-2620-424-000-00-000-000-000-0000		631.65
00008992	01/06/2017	L1029100021	17009264	0324712 12/16	10-2620-424-000-00-000-000-000-0000		581.16
00008992	01/06/2017	L1029100022	17009264	0324717 12/16	10-2620-424-000-00-000-000-000-0000		1,331.83
<b>Vendor: 0076 - AQUA PENNSYLVANIA INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,544.64</b>
00008993	01/06/2017	L1026400050	17010079	1777	10-1110-562-000-00-000-000-000-0000		174,545.86
00008993	01/06/2017	L1026400051	17010079	1777	10-1290-562-000-00-000-000-000-0115		118,248.48
<b>Vendor: 0097 - AVON GROVE CHARTER SCHOOL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>292,794.34</b>

\* Denotes Non-Negotiable Transaction

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00008994	01/06/2017	L1024100005	17009991	33634	10-2310-550-000-00-000-000-0000		223.00
00008994	01/06/2017	L1024100006	17009991	33634	10-2310-550-000-00-000-000-0000		10.00
<b>Vendor: 6695 - Apple Press Ltd.</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>233.00</b>
00008995	01/06/2017	L1000300030	17009365	3370364	10-1110-640-000-22-530-150-000-0000		512.49
00008995	01/06/2017	L1000300031	17009365	3370364	10-1110-640-000-23-530-150-000-0000		512.48
00008995	01/06/2017	L1000300032	17009365	3370364	10-1110-640-000-24-530-150-000-0000		512.48
00008995	01/06/2017	L1016300041	17009725	3380635	10-1110-640-000-22-550-150-000-0000		66.47
00008995	01/06/2017	L1016300042	17009725	3380635	10-1110-640-000-23-550-150-000-0000		66.47
00008995	01/06/2017	L1016300043	17009725	3380635	10-1110-640-000-24-550-150-000-0000		66.46
<b>Vendor: 0110 - BARNES &amp; NOBLE</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,736.85</b>
00008996	01/06/2017	L0999600001	17009736	11940386	10-1270-320-000-00-000-000-000-0115		1,402.89
00008996	01/06/2017	L0999600002	17009737	11940387	10-1270-320-000-00-000-000-000-0115		941.63
00008996	01/06/2017	L0999600027	17009742	11959709	10-1270-320-000-00-000-000-000-0115		1,468.14
00008996	01/06/2017	L0999600028	17009743	11959710	10-1270-320-000-00-000-000-000-0115		1,452.76
00008996	01/06/2017	L1022700055	17009983	12016880	10-1270-329-000-00-000-000-000-0115	1012703290115	477.38
00008996	01/06/2017	L1022700056	17009983	12016877	10-1270-329-000-00-000-000-000-0115	1012703290115	293.63
00008996	01/06/2017	L1022700057	17009983	12016878	10-1270-329-000-00-000-000-000-0115	1012703290115	293.63
00008996	01/06/2017	L1022700058	17009983	12016879	10-1270-329-000-00-000-000-000-0115	1012703290115	598.13
00008996	01/06/2017	L1022700059	17009983	11998121	10-1270-329-000-00-000-000-000-0115	1012703290115	1,120.14
00008996	01/06/2017	L1022700060	17009983	11998122	10-1270-329-000-00-000-000-000-0115	1012703290115	1,235.26
00008996	01/06/2017	L1022700061	17009983	12035917	10-1270-329-000-00-000-000-000-0115	1012703290115	1,196.26
00008996	01/06/2017	L1022700062	17009983	12035918	10-1270-329-000-00-000-000-000-0115	1012703290115	1,456.89
<b>Vendor: 0114 - BAYADA HOME HEALTHCARE INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>11,936.74</b>
00008997	01/06/2017	L1022700053	17010040	NOV 28 & 29 2016	10-2271-324-420-00-000-000-000-1617	102271324420161	7,347.86
<b>Vendor: 6312 - BAYRIDGE CONSORTIUM INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>7,347.86</b>
00008998	01/06/2017	L1000300025	17009566	306753	10-2260-640-000-00-000-000-000-0000		69.00
00008998	01/06/2017	L1000300026	17009566	306753	10-2260-640-000-00-000-000-000-0000		6.90
<b>Vendor: 2089 - BENCHMARK EDUCATION COMPANY LLC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>75.90</b>
00008999	01/06/2017	L1024100007	17010041	16110024	10-2330-330-000-00-000-000-000-0000		4,383.00
<b>Vendor: 0121 - BERKHEIMER TAX ADMINISTRATOR</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,383.00</b>
00009000	01/06/2017	L1024100008	17009952	5677577	10-2620-610-000-00-000-000-000-0000		790.32
<b>Vendor: 0124 - BEST PLUMBING SPECIALTIES INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>790.32</b>

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00009001	01/06/2017	L1016300034	17010016	16000057	10-1110-561-000-00-000-000-0000		4,772.90
Vendor: 6753 - BETHLEHEM AREA SCHOOL DISTRICT				Check Date: 01/06/2017		Check Amount:	4,772.90
00009002	01/06/2017	L1016300048	17009179	6866279	10-2380-610-000-23-520-000-000-0000		54.35
Vendor: 0135 - BLICK ART MATERIALS LLC				Remit # 1 Check Date: 01/06/2017		Check Amount:	54.35
00009003	01/06/2017	L1029100005	17010110	T/R 12/21/16	10-1110-240-000-10-000-000-000-0000		2,268.00
Vendor: 6172 - BREANNA M KRISTON				Remit # 1 Check Date: 01/06/2017		Check Amount:	2,268.00
00009004	01/06/2017	L0999600007	17009732	COAP1016	10-1290-567-000-00-000-000-000-0115	1012905670115	2,521.80
Vendor: 6308 - BUXMONT ACADEMY				Check Date: 01/06/2017		Check Amount:	2,521.80
00009005	01/06/2017	L1006600032	17009815	113641	10-2620-610-000-00-000-000-000-0000		2,434.61
Vendor: 6188 - CALHOUN ASSOCIATES INC				Check Date: 01/06/2017		Check Amount:	2,434.61
00009006	01/06/2017	L1029100023	17009646	4158-OST LT 1/17	10-2620-424-000-00-000-000-000-0000		222.30
00009006	01/06/2017	L1029100024	17009646	4207-0 1/17	10-2620-424-000-00-000-000-000-0000		112.13
00009006	01/06/2017	L1029100025	17009646	4022-0 1/17	10-2620-424-000-00-000-000-000-0000		112.13
00009006	01/06/2017	L1029100026	17009646	5757-0 1/17	10-2620-424-000-00-000-000-000-0000		224.27
Vendor: 0170 - CALN TOWNSHIP / CTMA				Remit # 1 Check Date: 01/06/2017		Check Amount:	670.83
00009007	01/06/2017	L1022700001	17009774	T/R 11/28/16	10-1110-240-000-10-000-000-000-0000		4,086.00
Vendor: 6729 - CARI JONES				Remit # 1 Check Date: 01/06/2017		Check Amount:	4,086.00
00009008	01/06/2017	L1026400039	17010115	E/R 12/1/16	10-2832-580-000-00-000-000-000-0000		20.20
Vendor: 6306 - CAROL A HEINDEL				Remit # 1 Check Date: 01/06/2017		Check Amount:	20.20
00009009	01/06/2017	L1004700028	17009840	FS17-05	10-2310-635-000-00-000-000-000-0000		2,180.75
00009009	01/06/2017	L1006600027	17009847	FS17-03	10-2380-635-000-30-710-000-000-0000		243.75
Vendor: 0185 - CASD - FOOD SERVICE				Check Date: 01/06/2017		Check Amount:	2,424.50
00009010	01/06/2017	L1004700012	17009891	393041	10-2832-330-000-00-000-000-000-0000		9,414.48
00009010	01/06/2017	L1007200079	17009766	392504	10-1231-322-000-00-000-000-000-0115		2,409.00
00009010	01/06/2017	L1007200080	17009765	392514	10-1231-322-000-00-000-000-000-0115		1,482.00
00009010	01/06/2017	L1015300041	17009940	392690	10-2840-340-000-00-000-000-000-0000		8,467.72
00009010	01/06/2017	L1015300042	17009940	392689	10-2840-340-000-00-000-000-000-0000		9,128.99
00009010	01/06/2017	L1015300043	17009935	392063	10-2840-340-000-00-000-000-000-0000		9,128.99
00009010	01/06/2017	L1015300044	17009935	392064	10-2840-340-000-00-000-000-000-0000		8,467.72
00009010	01/06/2017	L1015300045	17009935	392133	10-2840-340-000-00-000-000-000-0000		12,600.00
00009010	01/06/2017	L1015300046	17009935	392134	10-2840-340-000-00-000-000-000-0000		15,750.00
00009010	01/06/2017	L1015300047	17009943	392855	10-2840-340-000-00-000-000-000-0000		12,600.00

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00009010	01/06/2017	L1015300048	17009943	392853	10-2840-340-000-00-000-000-0000		15,750.00
00009010	01/06/2017	L1016300030	17010009	392884	10-7320-000-000-00-000-000-0000		87,387.82
00009010	01/06/2017	L1016300031	17010009	392874	10-2620-413-000-00-000-000-0000		30,267.20
00009010	01/06/2017	L1016300032	17010009	393039	10-2620-413-000-00-000-000-0000		473.00
00009010	01/06/2017	L1016300033	17010009	393040	10-2620-413-000-00-000-000-0000		31,709.84
<b>Vendor: 0692 - CCIU #24 - GENERAL FUND</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 255,036.76</b>
00009011	01/06/2017	L1004700006	17009895	393033	10-1110-610-000-10-220-000-000-0000		40.00
<b>Vendor: 0692 - CCIU #24 - GENERAL FUND</b>					<b>Remit # 3</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 40.00</b>
00009012	01/06/2017	L1026400056	17009908	OCT-16 JW	10-1241-320-000-00-000-000-000-0115		5,200.00
00009012	01/06/2017	L1026400057	17009908	OCT-16 MHW	10-1241-320-000-00-000-000-000-0115		980.00
00009012	01/06/2017	L1026400058	17009908	OCT-16 LS	10-1241-320-000-00-000-000-000-0115		480.00
00009012	01/06/2017	L1026400059	17009908	OCT-16 BUS RR	10-1241-320-000-00-000-000-000-0115		1,428.00
00009012	01/06/2017	L1026400060	17009908	OCT-16 MR	10-1241-320-000-00-000-000-000-0115		3,448.00
00009012	01/06/2017	L1026400061	17009908	OCT-16 ZO	10-1241-320-000-00-000-000-000-0115		5,050.00
00009012	01/06/2017	L1026400062	17009908	OCT-16 MM	10-1241-320-000-00-000-000-000-0115		5,260.00
00009012	01/06/2017	L1026400063	17009908	OCT-16 ZM	10-1241-320-000-00-000-000-000-0115		4,260.00
00009012	01/06/2017	L1026400064	17009908	OCT-16 AM	10-1241-320-000-00-000-000-000-0115		4,260.00
00009012	01/06/2017	L1026400065	17009908	OCT-16 KJ	10-1241-320-000-00-000-000-000-0115		5,180.00
00009012	01/06/2017	L1026400066	17009908	OCT-16 HG	10-1241-320-000-00-000-000-000-0115		5,200.00
00009012	01/06/2017	L1026400067	17009908	OCT-16 CG	10-1241-320-000-00-000-000-000-0115		4,880.00
00009012	01/06/2017	L1026400068	17009908	OCT-16 LF	10-1241-320-000-00-000-000-000-0115		5,200.00
00009012	01/06/2017	L1026400069	17009908	OCT-16 CC	10-1241-320-000-00-000-000-000-0115		4,900.00
00009012	01/06/2017	L1026400070	17009908	OCT-16 EB	10-1241-320-000-00-000-000-000-0115		3,920.00
<b>Vendor: 0212 - CHESTER COUNTY RESPITE NETWORK</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 59,646.00</b>
00009013	01/06/2017	L1004700031	17009653	GCP5364	10-1110-610-000-34-610-110-000-0000		133.25
00009013	01/06/2017	L1004700033	17009591	GDS3065	10-1110-610-000-34-610-181-000-0000		52.00
<b>Vendor: 0188 - CDW-G</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 185.25</b>
00009014	01/06/2017	L1024100009	17009945	152712	10-2620-432-000-00-000-000-000-0000		20.00
00009014	01/06/2017	L1024100010	17009945	151609	10-2620-432-000-00-000-000-000-0000		20.00
<b>Vendor: 0190 - CEDAR GROVE ENVIRONMENTAL</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 40.00</b>
00009015	01/06/2017	L1006600030	17009811	16893	10-2620-610-000-00-000-000-000-0000		178.30
00009015	01/06/2017	L1006600031	17009812	16828	10-2620-432-000-00-000-000-000-0000		1,732.00

\* Denotes Non-Negotiable Transaction

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<b>Vendor: 0194 - CES INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,910.30</b>
00009016	01/06/2017	L1000300034	17009761	T/R 11/23/2016	10-1110-240-000-30-000-000-0000		2,232.00
00009016	01/06/2017	L1026400010	17010099	T/R 12/21/16	10-1110-240-000-30-000-000-0000		2,232.00
<b>Vendor: 0699 - CHAMISE S TAYLOR</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,464.00</b>
00009017	01/06/2017	L1000300022	17009768	329391	10-1110-562-000-00-000-000-0000		22,030.17
00009017	01/06/2017	L1000300023	17009768	329391	10-1290-562-000-00-000-000-00115		9,854.04
00009017	01/06/2017	L1026400048	17010085	331024	10-1110-562-000-00-000-000-0000		5,518.08
00009017	01/06/2017	L1026400049	17010085	331024	10-1290-562-000-00-000-000-00115		1,925.21
<b>Vendor: 0211 - CHESTER COUNTY FAMILY ACADEMY</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>39,327.50</b>
00009018	01/06/2017	L1001500041	17009884	24468	10-1290-568-000-00-000-000-00115		3,150.00
<b>Vendor: 0215 - CHOR YOUTH &amp; FAMILY SERVICES I</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,150.00</b>
00009019	01/06/2017	L1029100002	17010123	T/R 12/22/16	10-1110-240-000-30-000-000-0000		866.25
<b>Vendor: 6328 - CHRISTOPHER J CANTWELL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>866.25</b>
00009020	01/06/2017	L0999600016	17009443	287651022	10-2611-415-000-00-000-000-0000		138.55
00009020	01/06/2017	L0999600017	17009687	287644217	10-2611-415-000-00-000-000-0000		155.76
00009020	01/06/2017	L1006600028	17009443	287658066	10-2611-415-000-00-000-000-0000		136.88
00009020	01/06/2017	L1006600029	17009443	287654495	10-2611-415-000-00-000-000-0000		138.55
00009020	01/06/2017	L1024100011	17009443	287661620	10-2611-415-000-00-000-000-0000		136.88
00009020	01/06/2017	L1026400071	17009685	287627545	10-2611-415-000-00-000-000-0000		142.39
<b>Vendor: 2093 - CINTAS CORPORATION NO 2</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>849.01</b>
00009021	01/06/2017	L1007200077	17009930	331034	10-1110-562-000-00-000-000-0000		1,247,372.43
00009021	01/06/2017	L1007200078	17009930	331034	10-1290-562-000-00-000-000-00115		731,662.47
<b>Vendor: 0248 - COLLEGIUM CHARTER SCHOOL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,979,034.90</b>
00009022	01/06/2017	L0999600015	17009530	10938391	10-2620-610-000-00-000-000-0000		1,490.70
00009022	01/06/2017	L1006600024	17009714	10965420	10-2620-610-000-00-000-000-0000		374.20
00009022	01/06/2017	L1006600025	17009802	10965163	10-2620-610-000-00-000-000-0000		117.76
00009022	01/06/2017	L1006600040	17009700	10919352	10-2620-610-000-00-000-000-0000		1,890.10
00009022	01/06/2017	L1024100012	17010004	10989627	10-2620-610-000-00-000-000-0000		54.85
00009022	01/06/2017	L1024100013	17010004	10981996	10-2620-610-000-00-000-000-0000		47.61
00009022	01/06/2017	L1024100014	17010004	10981994	10-2620-610-000-00-000-000-0000		30.98
00009022	01/06/2017	L1024100015	17010004	10979177	10-2620-610-000-00-000-000-0000		100.45
00009022	01/06/2017	L1024100016	17009995	10979143	10-2620-610-000-00-000-000-0000		184.28

\* Denotes Non-Negotiable Transaction

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00009022	01/06/2017	L1024100017	17009950	10965696	10-2620-610-000-00-000-000-0000		230.25
00009022	01/06/2017	L1024100018	17009950	10970429	10-2620-610-000-00-000-000-0000		1,116.59
<b>Vendor: 0250 - COLONIAL ELEC SUPPLY CO</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 5,637.77</b>
00009023	01/06/2017	L1026400046	17010091	332398	10-1110-562-000-00-000-000-0000		20,335.54
00009023	01/06/2017	L1026400047	17010091	332398	10-1290-562-000-00-000-000-00115		7,390.53
<b>Vendor: 0256 - COMMONWEALTH CONNECTIONS ACADEMY</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 27,726.07</b>
00009024	01/06/2017	C1013100008		PE-12/31/13-2015	10-0499-000-000-00-000-000-0000	100499	840.21
00009024	01/06/2017	C1013100009		PE-12/31/11-2013	10-0499-000-000-00-000-000-0000	100499	165.52
00009024	01/06/2017	C1013100010		PE-12/31/12-2014	10-0499-000-000-00-000-000-0000	100499	107.59
<b>Vendor: 1047 - COMMONWEALTH OF PENNSYLVANIA</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,113.32</b>
00009025	01/06/2017	L0999600004	17009733	31313	10-1270-320-000-00-000-000-00115		1,443.75
00009025	01/06/2017	L0999600005	17009733	31399	10-1270-320-000-00-000-000-00115		1,311.00
00009025	01/06/2017	L0999600008	17009734	31315	10-1270-320-000-00-000-000-00115		1,334.00
00009025	01/06/2017	L0999600009	17009734	31400	10-1270-320-000-00-000-000-00115		2,001.00
00009025	01/06/2017	L0999600029	17009740	31489	10-1270-320-000-00-000-000-00115		1,656.00
00009025	01/06/2017	L0999600030	17009741	31488	10-1270-320-000-00-000-000-00115		1,725.00
00009025	01/06/2017	L1026400072	17009984	31784	10-1270-329-000-00-000-000-00115	1012703290115	1,265.00
00009025	01/06/2017	L1026400073	17009984	31785	10-1270-329-000-00-000-000-00115	1012703290115	529.00
00009025	01/06/2017	L1026400074	17009984	31786	10-1270-329-000-00-000-000-00115	1012703290115	1,679.00
00009025	01/06/2017	L1026400075	17009984	31681	10-1270-329-000-00-000-000-00115	1012703290115	1,196.00
00009025	01/06/2017	L1026400076	17009984	31680	10-1270-329-000-00-000-000-00115	1012703290115	1,702.00
<b>Vendor: 0275 - CRITICARE</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 15,841.75</b>
00009026	01/06/2017	C1013100004		28-03-0022.05A0	10-6111-000-000-00-000-000-0000		2,723.59
<b>Vendor: 6630 - DANIEL R &amp; ERIKA F METZLER</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,723.59</b>
00009027	01/06/2017	L1026400023	17010101	T/R 12/21/16	10-1110-240-000-10-000-000-0000		1,674.00
<b>Vendor: 6519 - DANIELLE F PALMER</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,674.00</b>
00009028	01/06/2017	L1026400013	17010046	12/17/16	10-2271-324-420-00-000-000-001617	102271324420161	9,500.00
<b>Vendor: 6129 - DARLENE M SCHOENLY</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 9,500.00</b>
00009029	01/06/2017	L1004700013	17009874	IN-S000356	10-2260-640-000-00-000-000-0000		320.00
<b>Vendor: 0332 - DELAWARE CO IU</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 320.00</b>
00009030	01/06/2017	L1001500010	17009167	6844161	10-1110-610-000-34-610-120-000-0000		76.79
00009030	01/06/2017	L1001500011	17009167	6889124	10-1110-610-000-34-610-120-000-0000		11.13

\* Denotes Non-Negotiable Transaction

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00009030	01/06/2017	L1001500012	17009167	6826585	10-1110-610-000-34-610-120-000-0000		8.60
00009030	01/06/2017	L1001500013	17009167	6826585	10-1110-610-000-34-610-120-000-0000		8.65
00009030	01/06/2017	L1001500014	17009167	6826585	10-1110-610-000-34-610-120-000-0000		4.05
00009030	01/06/2017	L1001500015	17009167	6826585	10-1110-610-000-34-610-120-000-0000		7.27
00009030	01/06/2017	L1001500016	17009167	6826585	10-1110-610-000-34-610-120-000-0000		15.87
00009030	01/06/2017	L1001500017	17009167	6826585	10-1110-610-000-34-610-120-000-0000		4.67
00009030	01/06/2017	L1001500018	17009167	6826585	10-1110-610-000-34-610-120-000-0000		9.58
00009030	01/06/2017	L1001500019	17009167	6826585	10-1110-610-000-34-610-120-000-0000		171.72
00009030	01/06/2017	L1001500020	17009167	6826585	10-1110-610-000-34-610-120-000-0000		18.88
00009030	01/06/2017	L1001500021	17009167	6826585	10-1110-610-000-34-610-120-000-0000		1.69
00009030	01/06/2017	L1001500022	17009167	6826585	10-1110-610-000-34-610-120-000-0000		4.52
00009030	01/06/2017	L1001500023	17009167	6826585	10-1110-610-000-34-610-120-000-0000		14.37
00009030	01/06/2017	L1001500024	17009167	6826585	10-1110-610-000-34-610-120-000-0000		43.72
<b>Vendor: 1225 - DICK BLICK COMPANY</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>401.51</b>
00009031	01/06/2017	L1001500035	17009870	0000018553	10-1290-562-000-00-000-000-000-0115		3,448.83
00009031	01/06/2017	L1026400040	17010092	0000018710	10-1290-562-000-00-000-000-000-0115		2,791.91
<b>Vendor: 0379 - DR ROBERT KETTERER CHARTER SCH</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,240.74</b>
00009032	01/06/2017	L1000300024	17008620	78777759	10-2840-448-000-00-000-000-000-0000		9,955.93
00009032	01/06/2017	L1022700032	17010012	78734055	10-2840-448-000-00-000-000-000-0000		373,130.59
<b>Vendor: 6617 - Dell Financial Services</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>383,086.52</b>
00009033	01/06/2017	L1029100028	17009748	0000203903	10-2620-411-000-00-000-000-000-0000		175.00
00009033	01/06/2017	L1029100029	17009993	0000203902	10-2620-411-000-00-000-000-000-0000		6,158.00
<b>Vendor: 1836 - EAGLE DISPOSAL OF PA INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,333.00</b>
00009034	01/06/2017	L1026400077	17009977	000050807	10-1225-330-000-00-000-000-000-0115		2,921.76
00009034	01/06/2017	L1026400078	17009977	000050806	10-1225-330-000-00-000-000-000-0115		2,663.07
00009034	01/06/2017	L1026400079	17009977	000050810	10-1270-330-000-00-000-000-000-0115		4,514.12
00009034	01/06/2017	L1026400080	17009977	000050812	10-1270-330-000-00-000-000-000-0115		1,673.93
00009034	01/06/2017	L1026400081	17009977	000050815	10-1270-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400082	17009977	000050805	10-1270-330-000-00-000-000-000-0115		4,413.08
00009034	01/06/2017	L1026400083	17009977	000050808	10-1225-330-000-00-000-000-000-0115		4,514.73
00009034	01/06/2017	L1026400084	17009977	000050179	10-1270-330-000-00-000-000-000-0115		4,504.38
00009034	01/06/2017	L1026400085	17009977	000050817	10-1270-330-000-00-000-000-000-0115		1,826.11

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00009034	01/06/2017	L1026400086	17009977	000050818	10-1270-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400087	17009977	000050813	10-1225-330-000-00-000-000-000-0115		4,504.38
00009034	01/06/2017	L1026400088	17009977	000050819	10-1270-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400089	17009977	000050814_1	10-1225-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400090	17009977	000050820	10-1225-330-000-00-000-000-000-0115		1,795.67
00009034	01/06/2017	L1026400091	17009977	000050811	10-1225-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400092	17009977	000050185	10-1225-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400093	17009977	000050225	10-1225-330-000-00-000-000-000-0115		1,267.92
00009034	01/06/2017	L1026400094	17009977	000050180	10-1225-330-000-00-000-000-000-0115		2,404.37
00009034	01/06/2017	L1026400095	17009977	000050809	10-1225-330-000-00-000-000-000-0115		3,632.12
00009034	01/06/2017	L1026400096	17009977	000050190	10-1270-330-000-00-000-000-000-0115		4,428.29
00009034	01/06/2017	L1026400097	17009977	000050188	10-1225-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400098	17009977	000050182	10-1225-330-000-00-000-000-000-0115		3,677.16
00009034	01/06/2017	L1026400099	17009977	000050183	10-1225-330-000-00-000-000-000-0115		3,560.90
00009034	01/06/2017	L1026400100	17009977	000050192	10-1270-330-000-00-000-000-000-0115		913.05
00009034	01/06/2017	L1026400101	17009977	000050187	10-1225-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400102	17009977	000050193	10-1270-330-000-00-000-000-000-0115		4,108.73
00009034	01/06/2017	L1026400103	17009977	000050194	10-1270-330-000-00-000-000-000-0115		4,565.25
00009034	01/06/2017	L1026400104	17009977	000050181	10-1225-330-000-00-000-000-000-0115		2,982.63
00009034	01/06/2017	L1026400105	17009977	000050186	10-1270-330-000-00-000-000-000-0115		4,489.16
00009034	01/06/2017	L1026400106	17009977	000050184	10-1270-330-000-00-000-000-000-0115		4,108.73
<b>Vendor: 6099 - EBS HEALTHCARE</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>109,991.54</b>
00009035	01/06/2017	L1024100019	17010006	I160789	10-2620-431-000-00-000-000-000-0000		435.00
<b>Vendor: 0399 - ECONOMY GLASS SPECIALISTS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>435.00</b>
00009036	01/06/2017	L1006600038	17009666	589100	10-2832-610-000-00-000-000-000-0000		25.60
<b>Vendor: 4042 - EDCO Awards &amp; Specialities</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>25.60</b>
00009037	01/06/2017	L1000300021	17009779	INV00033723	10-2380-618-000-23-530-000-000-0000		350.00
<b>Vendor: 0404 - EDUCATION &amp; COMMUNITY SUPPORTS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>350.00</b>
00009038	01/06/2017	L1016300049	17009900	842468	10-2840-530-000-00-000-000-000-0000		749.50
<b>Vendor: 6281 - EFAF CORPORATE</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>749.50</b>
00009039	01/06/2017	L1006600039	17009898	T/R 12/6/16	10-1110-240-000-10-000-000-000-0000		5,625.00
<b>Vendor: 5042 - ELIZABETH A BADMANN</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>5,625.00</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009040	01/06/2017	L1024100020	17009967	1836707	10-2620-610-000-00-000-000-0000		114.00
Vendor: 1099 - EUROFINNS QC INC					Remit # 1 Check Date: 01/06/2017	Check Amount:	114.00
00009041	01/06/2017	L1006600013	17009864	2419135	10-1110-432-000-34-610-000-000-0000		315.00
Vendor: 0441 - EXERTECH					Remit # 1 Check Date: 01/06/2017	Check Amount:	315.00
00009042	01/06/2017	L1024100021	17009949	PACOA52243	10-2620-610-000-00-000-000-0000		14.01
Vendor: 0443 - FASTENAL COMPANY					Remit # 1 Check Date: 01/06/2017	Check Amount:	14.01
00009043	01/06/2017	L1029100003	17010108	T/R 12/21/16	10-1110-240-000-10-000-000-000-0000		175.00
Vendor: 0448 - FELESHA L FOGG					Remit # 1 Check Date: 01/06/2017	Check Amount:	175.00
00009044	01/06/2017	L1015300049	17009302	2039935	10-1110-610-000-34-610-181-000-0000		629.85
00009044	01/06/2017	L1015300050	17009302	2035553	10-1110-610-000-34-610-181-000-0000		15.91
00009044	01/06/2017	L1015300051	17009302	2035553	10-1110-610-000-34-610-181-000-0000		129.40
00009044	01/06/2017	L1015300052	17009302	2035553	10-1110-610-000-34-610-181-000-0000		28.80
00009044	01/06/2017	L1015300053	17009302	2035553	10-1110-610-000-34-610-181-000-0000		189.81
00009044	01/06/2017	L1015300054	17009302	2035553	10-1110-610-000-34-610-181-000-0000		4.45
00009044	01/06/2017	L1015300055	17009302	2035553	10-1110-610-000-34-610-181-000-0000		2.96
00009044	01/06/2017	L1015300056	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300057	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300058	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300059	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300060	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300061	17009302	2035553	10-1110-610-000-34-610-181-000-0000		248.52
00009044	01/06/2017	L1015300062	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.11
00009044	01/06/2017	L1015300063	17009302	2035553	10-1110-610-000-34-610-181-000-0000		206.92
00009044	01/06/2017	L1015300064	17009302	2035553	10-1110-610-000-34-610-181-000-0000		811.82
00009044	01/06/2017	L1015300065	17009302	2035553	10-1110-610-000-34-610-181-000-0000		348.00
00009044	01/06/2017	L1015300066	17009302	2035553	10-1110-610-000-34-610-181-000-0000		948.00
00009044	01/06/2017	L1015300067	17009302	2035553	10-1110-610-000-34-610-181-000-0000		1,080.00
00009044	01/06/2017	L1015300068	17009302	2035553	10-1110-610-000-34-610-181-000-0000		78.80
00009044	01/06/2017	L1015300069	17009302	2035553	10-1110-610-000-34-610-181-000-0000		1,170.00
00009044	01/06/2017	L1015300070	17009302	2035553	10-1110-610-000-34-610-181-000-0000		27.36
00009044	01/06/2017	L1015300071	17009302	2035553	10-1110-610-000-34-610-181-000-0000		5.99
00009044	01/06/2017	L1015300072	17009302	2035553	10-1110-610-000-34-610-181-000-0000		200.94

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009044	01/06/2017	L1015300073	17009302	2035553	10-1110-610-000-34-610-181-000-0000		12.92
00009044	01/06/2017	L1015300074	17009302	2035553	10-1110-610-000-34-610-181-000-0000		25.54
00009044	01/06/2017	L1015300075	17009302	2035553	10-1110-610-000-34-610-181-000-0000		38.30
<b>Vendor: 0452 - FLINN SCIENTIFIC INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,281.00</b>
00009045	01/06/2017	L1007200031	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		14.59
00009045	01/06/2017	L1007200032	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		17.14
00009045	01/06/2017	L1007200033	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		12.79
00009045	01/06/2017	L1007200034	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		17.14
00009045	01/06/2017	L1007200035	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		15.56
00009045	01/06/2017	L1007200036	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		34.14
00009045	01/06/2017	L1007200037	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		27.66
00009045	01/06/2017	L1007200038	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		34.14
00009045	01/06/2017	L1007200039	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200040	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		15.56
00009045	01/06/2017	L1007200041	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		13.65
00009045	01/06/2017	L1007200042	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		18.84
00009045	01/06/2017	L1007200043	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		9.39
00009045	01/06/2017	L1007200044	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		16.29
00009045	01/06/2017	L1007200045	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		14.59
00009045	01/06/2017	L1007200046	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		18.96
00009045	01/06/2017	L1007200047	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200048	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		14.29
00009045	01/06/2017	L1007200049	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		53.12
00009045	01/06/2017	L1007200050	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		76.64
00009045	01/06/2017	L1007200051	17009581	511935F-2	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200053	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		17.81
00009045	01/06/2017	L1007200054	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		19.00
00009045	01/06/2017	L1007200055	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.06
00009045	01/06/2017	L1007200056	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200057	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		20.75
00009045	01/06/2017	L1007200058	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		6.49
00009045	01/06/2017	L1007200059	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		27.00

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009045	01/06/2017	L1007200060	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		14.56
00009045	01/06/2017	L1007200061	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		13.17
00009045	01/06/2017	L1007200062	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.46
00009045	01/06/2017	L1007200063	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.06
00009045	01/06/2017	L1007200064	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		25.00
00009045	01/06/2017	L1007200065	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		16.14
00009045	01/06/2017	L1007200066	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		14.66
00009045	01/06/2017	L1007200067	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		23.01
00009045	01/06/2017	L1007200068	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		4.54
00009045	01/06/2017	L1007200069	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		16.29
00009045	01/06/2017	L1007200070	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200071	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		17.36
00009045	01/06/2017	L1007200072	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200073	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		16.29
00009045	01/06/2017	L1007200074	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		15.44
00009045	01/06/2017	L1007200075	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		16.29
00009045	01/06/2017	L1007200076	17009580	511922F-4	10-2250-640-000-34-610-000-000-0000		9.68
<b>Vendor: 2237 - FOLLETT SCHOOL SOLUTIONS INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>856.19</b>
00009046	01/06/2017	L1026400044	17009764	30971	10-1110-761-000-34-610-000-000-0000		1,848.75
00009046	01/06/2017	L1026400045	17009860	30972	10-2380-752-000-30-810-000-000-0000		1,848.75
<b>Vendor: 5046 - FRECOM WIRELESS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,697.50</b>
00009047	01/06/2017	L1024100023	17009960	1612-003664	10-2620-610-000-00-000-000-000-0000		3,432.00
<b>Vendor: 0486 - GENERAL SUPPLY CO</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,432.00</b>
00009048	01/06/2017	L1000300019	17009220	9241109	10-1110-610-000-30-810-140-000-0000		721.95
00009048	01/06/2017	L1000300020	17009220	9243265	10-1110-610-000-30-810-140-000-0000		317.65
00009048	01/06/2017	L1024100027	17009445	9238744	10-2380-610-000-10-260-000-000-0000		109.90
00009048	01/06/2017	L1024100028	17009445	9238744	10-2380-610-000-10-260-000-000-0000		129.90
00009048	01/06/2017	L1024100029	17009445	9238744	10-2380-610-000-10-260-000-000-0000		149.90
00009048	01/06/2017	L1024100030	17009445	9238744	10-2380-610-000-10-260-000-000-0000		66.24
00009048	01/06/2017	L1029100011	17008637	9234073	10-1110-610-000-23-520-000-000-0000		380.65
00009048	01/06/2017	L1029100012	17008637	9228962	10-1110-610-000-23-520-000-000-0000		1,316.05
<b>Vendor: 0503 - GOPHER SPORT</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,192.24</b>

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009049	01/06/2017	L1029100046	17010177	916AL	10-1230-563-000-00-000-000-0000	101230563	2,800.00
00009049	01/06/2017	L1029100047	17010177	2-616AL	10-1230-563-000-00-000-000-0000	101230563	11,570.00
00009049	01/06/2017	L1029100048	17010177	1016AL	10-1230-563-000-00-000-000-0000	101230563	2,800.00
00009049	01/06/2017	L1029100049	17010177	1116AL	10-1230-563-000-00-000-000-0000	101230563	2,800.00
00009049	01/06/2017	L1029100050	17010177	1216AL	10-1230-563-000-00-000-000-0000	101230563	2,800.00
<b>Vendor: 6746 - GREEN VALLEY ACADEMY</b>				<b>Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>22,770.00</b>
00009050	01/06/2017	L1007200082	17009757	2016668	10-2620-431-000-00-000-000-0000		8,905.37
00009050	01/06/2017	L1007200083	17009756	2016667	10-2620-431-000-00-000-000-0000		2,572.00
00009050	01/06/2017	L1007200084	17009755	2016666	10-2620-431-000-00-000-000-0000		4,130.00
00009050	01/06/2017	L1022700065	17009972	2016695	10-2620-432-000-00-000-000-0000		680.58
<b>Vendor: 0508 - GREG A VIETRI INC</b>				<b>Remit # 1 Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>16,287.95</b>
00009051	01/06/2017	L1001500040	17009883	G17143	10-1110-561-000-00-000-000-0000		1,844.80
<b>Vendor: 0512 - GROVE CITY AREA SCHOOL DISTRICT</b>				<b>Remit # 1 Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>1,844.80</b>
00009052	01/06/2017	L1024100022	17009966	440514	10-2620-610-000-00-000-000-0000		163.25
<b>Vendor: 1504 - HARRISON SUPPLY</b>				<b>Remit # 1 Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>163.25</b>
00009053	01/06/2017	L0999600019	17009348	1466310-01	10-2620-610-000-00-000-000-0000		14.98
00009053	01/06/2017	L0999600020	17009348	1466815-01	10-2620-610-000-00-000-000-0000		389.00
00009053	01/06/2017	L0999600021	17009348	1466799-01	10-2620-610-000-00-000-000-0000		12.00
00009053	01/06/2017	L1006600021	17009348	1468295-01	10-2620-610-000-00-000-000-0000		6.49
00009053	01/06/2017	L1006600022	17009348	1467675-01	10-2620-610-000-00-000-000-0000		19.98
00009053	01/06/2017	L1006600023	17009348	1467700-01	10-2620-610-000-00-000-000-0000		58.88
00009053	01/06/2017	L1015300008	17009348	1469359-01	10-2620-610-000-00-000-000-0000		62.13
00009053	01/06/2017	L1015300009	17009348	1468354-01	10-2620-610-000-00-000-000-0000		21.98
00009053	01/06/2017	L1016300021	17009348	1467430-01	10-2620-610-000-00-000-000-0000		5.49
<b>Vendor: 0523 - HATT'S INDUSTRIAL SUPPLIES INC</b>				<b>Remit # 1 Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>590.93</b>
00009054	01/06/2017	L1000300035	17009319	COATES-161115	10-2832-330-000-00-000-000-0000		1,145.20
<b>Vendor: 0530 - HEALTH ADVOCATE INC</b>				<b>Remit # 1 Check Date: 01/06/2017</b>		<b>Check Amount:</b>	<b>1,145.20</b>
00009055	01/06/2017	L1000300027	17009570	6706131	10-1190-610-410-00-000-000-000-1516	101190610410151	3,080.00
00009055	01/06/2017	L1000300028	17009570	6706131	10-1190-610-410-00-000-000-000-1617	101190610410161	277.20
00009055	01/06/2017	L1007200027	17009778	6712183	10-2260-640-000-00-000-000-0000		875.00
00009055	01/06/2017	L1007200028	17009778	6712183	10-2260-640-000-00-000-000-0000		525.00
00009055	01/06/2017	L1007200029	17009778	6712183	10-2260-640-000-00-000-000-0000		1,050.00

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009055	01/06/2017	L1007200030	17009778	6712183	10-2260-640-000-00-000-000-0000		220.50
<b>Vendor: 6121 - HEINEMANN DBA</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,027.70</b>
00009056	01/06/2017	L1001500039	17009882	2017545	10-1110-561-000-00-000-000-0000		2,488.50
00009056	01/06/2017	L1026400042	17010094	2017612	10-1110-561-000-00-000-000-0000		4,029.00
<b>Vendor: 6065 - HOFFMAN HOMES INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,517.50</b>
00009057	01/06/2017	L1022700050	17009835	20168001	10-3250-330-000-00-000-000-0000		1,200.00
<b>Vendor: 0558 - IMPACT APPLICATIONS INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,200.00</b>
00009058	01/06/2017	L1001500006	17009773	2219	10-1110-329-000-10-000-000-000-0000		21,816.20
00009058	01/06/2017	L1001500007	17009773	2219	10-1110-329-000-10-000-000-000-0000		-400.75
00009058	01/06/2017	L1001500008	17009773	2219	10-1110-329-000-30-000-000-000-0000		17,635.81
00009058	01/06/2017	L1001500009	17009773	2219	10-1110-329-000-30-000-000-000-0000		-400.75
00009058	01/06/2017	L1004700010	17009890	2263	10-1110-329-000-10-000-000-000-0000		1,943.34
00009058	01/06/2017	L1004700011	17009890	2263	10-1110-329-000-30-000-000-000-0000		70.66
00009058	01/06/2017	L1015300006	17009975	2296	10-1110-329-000-10-000-000-000-0000		17,479.03
00009058	01/06/2017	L1015300007	17009975	2296	10-1110-329-000-30-000-000-000-0000		13,433.33
<b>Vendor: 6573 - INSIGHT WORKFORCE SOLUTIONS INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>71,576.87</b>
00009059	01/06/2017	L1026400112	17010051	16-203A	10-2620-431-000-00-000-000-000-0000		5,980.00
00009059	01/06/2017	L1026400113	17010051	16-203B	10-2620-431-000-00-000-000-000-0000		10,262.80
<b>Vendor: 6744 - INX TECHNOLOGY CORPORATION OF PA</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>16,242.80</b>
00009060	01/06/2017	L1001500005	17009752	0167377-IN	10-2620-610-000-00-000-000-000-0000		174.64
<b>Vendor: 0567 - IRIS COMPANIES LTD</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>174.64</b>
00009061	01/06/2017	L0999600022	17009704	49412	10-2620-610-000-00-000-000-000-0000		11.28
<b>Vendor: 0574 - J W MAXWELL &amp; SON INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>11.28</b>
00009062	01/06/2017	L1022700052	17009782	E/R 10/10/16	10-3250-610-000-00-000-000-000-0000		75.03
<b>Vendor: 0600 - JASON E CASTALDI</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>75.03</b>
00009063	01/06/2017	C1013100006		29-05-0001.0700	10-6111-000-000-00-000-000-000-0000		650.86
00009063	01/06/2017	C1013100007		29-05-0001.0700	10-6111-000-000-00-000-000-000-0000		3,552.20
<b>Vendor: 6758 - JEFFREY E &amp; LAUREN E FORGACH</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,203.06</b>
00009064	01/06/2017	C1013100012		38-02-0023.5700	10-6111-000-000-00-000-000-000-0000		1,724.95
<b>Vendor: 6763 - JERRY &amp; CHERYL KEYSER</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,724.95</b>
00009065	01/06/2017	L1006600014	17009716	1-42800015881	10-2620-431-000-00-000-000-000-0000		12,862.70
00009065	01/06/2017	L1006600015	17009715	1-42803606397	10-2620-431-000-00-000-000-000-0000		1,506.28

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment



# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009065	01/06/2017	L1006600016	17009715	1-42736482132	10-2620-431-000-00-000-000-0000		2,584.00
00009065	01/06/2017	L1006600017	17009715	1-42702135872	10-2620-431-000-00-000-000-0000		1,010.00
00009065	01/06/2017	L1006600018	17009715	1-42799714140	10-2620-431-000-00-000-000-0000		2,925.39
00009065	01/06/2017	L1006600019	17009715	1-42805139911	10-2620-431-000-00-000-000-0000		3,479.00
00009065	01/06/2017	L1006600020	17009715	1-36929344577	10-2620-431-000-00-000-000-0000		1,310.07
<b>Vendor: 0659 - JOHNSON CONTROLS INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 25,677.44</b>
00009066	01/06/2017	L0999600014	17009691	S100374425.001	10-2620-610-000-00-000-000-0000		167.62
<b>Vendor: 0660 - JOHNSTONE SUPPLY</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 167.62</b>
00009067	01/06/2017	L1015300038	17009918	1437603	10-1110-610-000-22-530-181-000-0000		8.35
00009067	01/06/2017	L1015300039	17009918	1437603	10-1110-610-000-22-530-181-000-0000		8.34
00009067	01/06/2017	L1015300040	17009918	1437603	10-1110-610-000-23-530-181-000-0000		8.35
<b>Vendor: 0663 - JONES SCHOOL SUPPLY COMPANY IN</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 25.04</b>
00009068	01/06/2017	L1029100006	17010122	T/R 12/22/16	10-1110-240-000-30-000-000-0000		4,464.00
<b>Vendor: 1539 - JOSEPH L MACNAMARA JR</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 4,464.00</b>
00009069	01/06/2017	L1007200001	17009631	83110155	10-2620-423-000-00-000-000-0000		26.24
<b>Vendor: 0710 - KEEN COMPRESSED GAS COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 26.24</b>
00009070	01/06/2017	L1029100045	17010113	T/R 12/21/16	10-1110-240-000-30-000-000-0000		1,676.25
<b>Vendor: 4039 - KELLY J COLE</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,676.25</b>
00009071	01/06/2017	L1016300047	17009409	02-0012958-01	10-2260-610-000-10-000-000-0000		274.00
00009071	01/06/2017	L1022700048	17008475	02-0009905-01	10-3250-432-000-00-000-000-0000		288.00
00009071	01/06/2017	L1022700049	17009831	02-0014155-01	10-3250-610-000-00-000-000-0000		554.00
<b>Vendor: 0717 - KELLYS SPORTS LTD</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,116.00</b>
00009072	01/06/2017	L1004700027	17009887	113767	10-2350-330-000-00-000-000-0000		3,424.34
<b>Vendor: 6690 - KING SPRY HERMAN FREUND&amp; FAUL LLC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount: 3,424.34</b>	
00009073	01/06/2017	L1004700018	17009426	641344	10-2620-610-000-00-000-000-0000		230.00
00009073	01/06/2017	L1004700019	17009426	641343	10-2620-610-000-00-000-000-0000		230.00
00009073	01/06/2017	L1004700023	17009426	641342	10-2620-610-000-00-000-000-0000		140.00
00009073	01/06/2017	L1004700024	17009426	641341	10-2620-610-000-00-000-000-0000		140.00
00009073	01/06/2017	L1004700025	17009426	641340	10-2620-610-000-00-000-000-0000		320.00
00009073	01/06/2017	L1004700026	17009426	641339	10-2620-610-000-00-000-000-0000		680.00
00009073	01/06/2017	L1024100004	17009999	635154	10-2620-431-000-00-000-000-0000		344.00
<b>Vendor: 0736 - KISTLER OBRIEN FIRE PROTECTION</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,084.00</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009074	01/06/2017	L1007200026	17009928	49198	10-2350-330-000-00-000-000-0000		1,889.32
<b>Vendor: 6286 - KLEINBARD LLC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,889.32</b>
00009075	01/06/2017	L1001500003	17009837	CVOCT16	10-2720-513-000-00-000-000-0000		915,769.78
00009075	01/06/2017	L1001500004	17009837	CVOCT16	10-2750-513-000-00-000-000-0000		124,877.70
00009075	01/06/2017	L1001500036	17009842	SB1116011621	10-2720-510-000-00-000-000-0000		24,843.28
00009075	01/06/2017	L1001500037	17009841	SB1016011437	10-2720-510-000-00-000-000-0000		19,165.55
00009075	01/06/2017	L1016300040	17010010	SB1216011752	10-2720-510-000-00-000-000-0000		12,432.64
00009075	01/06/2017	L1026400037	17010045	2TUTNOV16R	10-2720-513-410-00-000-000-000-1617	102720513410161	2,458.68
<b>Vendor: 0487 - GEORGE KRAPF JR &amp; SONS INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,099,547.63</b>
00009076	01/06/2017	L1024100001	17010001	946	10-2330-330-000-00-000-000-0000		1,200.00
<b>Vendor: 6716 - KRISTINE &amp; BRIAN PARKES LLC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,200.00</b>
00009077	01/06/2017	L1016300045	17009423	63071.00	10-1110-610-000-10-220-000-000-0000		7.95
00009077	01/06/2017	L1016300046	17008224	63071.00	10-1110-610-000-10-220-000-000-0000		36.96
<b>Vendor: 0749 - KURTZ BROTHERS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>44.91</b>
00009078	01/06/2017	L1000300014	17009820	149904	10-2350-330-000-00-000-000-0000		600.00
00009078	01/06/2017	L1000300015	17009818	149902	10-2350-330-000-00-000-000-0000		861.31
00009078	01/06/2017	L1000300016	17009819	149903	10-2350-330-000-00-000-000-0000		1,048.20
00009078	01/06/2017	L1000300017	17009817	149901	10-2350-330-000-00-000-000-0000		2,378.17
00009078	01/06/2017	L1000300018	17009816	149900	10-2350-330-000-00-000-000-0000		2,325.00
00009078	01/06/2017	L1026400033	17010106	150684	10-2350-330-000-00-000-000-0000		33.00
00009078	01/06/2017	L1026400034	17010105	150683	10-2350-330-000-00-000-000-0000		150.00
00009078	01/06/2017	L1026400035	17010104	150682	10-2350-330-000-00-000-000-0000		1,275.00
00009078	01/06/2017	L1026400036	17010103	150681	10-2350-330-000-00-000-000-0000		1,235.00
<b>Vendor: 6256 - LAMB MCERLANE PC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>9,905.68</b>
00009079	01/06/2017	L1001500032	17009866	3901630	10-2900-330-470-00-000-000-000-1516	102900330470151	5.57
00009079	01/06/2017	L1001500033	17009866	3921343	10-2900-330-470-00-000-000-000-1516	102900330470151	78.69
00009079	01/06/2017	L1001500034	17009866	3941213	10-2900-330-470-00-000-000-000-1516	102900330470151	290.49
<b>Vendor: 4098 - LANGUAGE LINE SERVICES INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>374.75</b>
00009080	01/06/2017	L1022700047	17009976	PDS 3361	10-1241-330-890-00-000-000-000-0115		707.00
<b>Vendor: 0804 - LDP INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>707.00</b>
00009081	01/06/2017	L1006600012	17009787	0062184	10-2620-431-000-00-000-000-000-0000		1,101.17
00009081	01/06/2017	L1024100024	17009951	0062474	10-2620-432-000-00-000-000-000-0000		555.64

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 6102 - LEEDSWEST INVESTMENT GROUP</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,656.81</b>
00009082	01/06/2017	L1006600011	17009758	174-418985	10-2620-610-000-00-000-000-0000		50.98
<b>Vendor: 0781 - LESLIES SWIMMING POOL SUPPLIES</b>						<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount: 50.98</b>
00009083	01/06/2017	C1013100001		29-05-0001.1400	10-6111-000-000-00-000-000-0000		2,103.48
00009083	01/06/2017	C1013100002		29-05-0001.1400	10-6111-000-000-00-000-000-0000		336.45
<b>Vendor: 6745 - LOUIS J &amp; MARJORIE R CAPASSO</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,439.93</b>
00009084	01/06/2017	L0999600013	17009699	68717	10-2620-431-000-00-000-000-0000		386.00
00009084	01/06/2017	L1006600009	17009813	68875	10-2620-431-000-00-000-000-0000		579.00
00009084	01/06/2017	L1006600010	17009798	68816	10-2620-432-000-00-000-000-0000		482.50
<b>Vendor: 0813 - LOW-RISE ELEVATOR CO INC</b>						<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount: 1,447.50</b>
00009085	01/06/2017	L1007200023	17009921	37992	10-2350-330-000-00-000-000-0000		8,350.40
00009085	01/06/2017	L1007200024	17009920	37862	10-2350-330-000-00-000-000-0000		4,546.00
00009085	01/06/2017	L1007200025	17009919	37776	10-2350-330-000-00-000-000-0000		10,079.25
00009085	01/06/2017	L1015300034	17010028	37367	10-2350-330-000-00-000-000-0000		7,110.05
<b>Vendor: 1931 - Levin Legal Group. P.C.</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 30,085.70</b>
00009086	01/06/2017	L1015300023	17009942	5369	10-2840-340-000-00-000-000-0000		275.50
00009086	01/06/2017	L1015300024	17009942	5368	10-2840-340-000-00-000-000-0000		412.75
00009086	01/06/2017	L1015300025	17009941	5322	10-2840-340-000-00-000-000-0000		2,425.00
00009086	01/06/2017	L1015300026	17009941	5321	10-2840-340-000-00-000-000-0000		3,450.00
00009086	01/06/2017	L1015300027	17009939	5295	10-2840-340-000-00-000-000-0000		2,425.00
00009086	01/06/2017	L1015300028	17009939	5296	10-2840-340-000-00-000-000-0000		2,425.00
00009086	01/06/2017	L1015300029	17009938	5297	10-2840-340-000-00-000-000-0000		3,450.00
00009086	01/06/2017	L1015300030	17009938	5298	10-2840-340-000-00-000-000-0000		3,450.00
00009086	01/06/2017	L1015300035	17009937	5201	10-2840-340-000-00-000-000-0000		2,425.00
00009086	01/06/2017	L1015300036	17009936	5202	10-2840-340-000-00-000-000-0000		3,450.00
00009086	01/06/2017	L1015300037	17009901	5370	10-2840-530-000-00-000-000-0000		6,152.00
00009086	01/06/2017	L1022700029	17010035	5402	10-2840-618-000-00-000-000-0000		275.50
00009086	01/06/2017	L1022700030	17010036	5401	10-2840-618-000-00-000-000-0000		412.75
00009086	01/06/2017	L1022700031	17010013	5403	10-2840-530-000-00-000-000-0000		6,152.00
<b>Vendor: 6005 - Logic Choice Business Technologies, LLC</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 37,180.50</b>
00009087	01/06/2017	L0999600006	17009644	1000060311	10-2513-330-000-00-000-000-0000		6,750.00
00009087	01/06/2017	L1026400032	17010050	1000061159	10-2513-330-000-00-000-000-0000		6,500.00

\* Denotes Non-Negotiable Transaction

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 2084 - MAILLIE LLP</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>13,250.00</b>
00009088	01/06/2017	L1026400024	17009638	NS5408337	10-2380-648-000-23-550-000-000-0000		140.00
<b>Vendor: 6711 - MAKEMUSIC INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>140.00</b>
00009089	01/06/2017	L1024100025	17009965	INV001569886	10-2620-610-000-00-000-000-000-0000		415.06
00009089	01/06/2017	L1024100026	17009965	INV001570539	10-2620-610-000-00-000-000-000-0000		410.08
<b>Vendor: 0836 - MARKS PLUMBING PARTS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>825.14</b>
00009090	01/06/2017	L1022700002	17010029	T/R 12/13/16	10-1110-240-000-30-000-000-000-0000		4,185.00
<b>Vendor: 4089 - MARY G CONLAN</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,185.00</b>
00009091	01/06/2017	L1029100039	17010083	T/R 12/15/16	10-1110-240-000-30-000-000-000-0000		1,271.25
<b>Vendor: 6750 - MATTHEW T HANDERHAN</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,271.25</b>
00009092	01/06/2017	L1001500001	17009199	5609853	10-1110-610-000-34-610-121-000-0000		91.92
00009092	01/06/2017	L1001500002	17009199	5581938	10-1110-610-000-34-610-121-000-0000		129.32
00009092	01/06/2017	L1007200020	17009697	5628785	10-1110-610-000-22-550-121-000-0000		13.33
00009092	01/06/2017	L1007200021	17009697	5628785	10-1110-610-000-23-550-121-000-0000		13.34
00009092	01/06/2017	L1007200022	17009697	5628785	10-1110-610-000-24-550-121-000-0000		13.33
<b>Vendor: 0880 - MENCHEY MUSIC SERVICE</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>261.24</b>
00009093	01/06/2017	L1015300031	17009826	CASD	10-1110-562-000-00-000-000-000-0000		3,172.70
00009093	01/06/2017	L1015300032	17009826	CASD	10-1290-562-000-00-000-000-000-0115		1,106.93
<b>Vendor: 6752 - MERIDAN BANK</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,279.63</b>
00009094	01/06/2017	L1000300005	17009202	D163407	10-1110-640-000-34-610-181-000-0000		2,134.32
<b>Vendor: 6672 - MICHAEL EHINGER</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,134.32</b>
00009095	01/06/2017	L1026400107	17010017	54200	10-2130-330-000-30-810-000-000-0000	10213033030810	944.11
00009095	01/06/2017	L1026400108	17010017	54661	10-2130-330-000-30-810-000-000-0000	10213033030810	938.22
00009095	01/06/2017	L1026400109	17010017	54894	10-2130-330-000-30-810-000-000-0000	10213033030810	755.29
00009095	01/06/2017	L1026400110	17010017	55648	10-2130-330-000-30-810-000-000-0000	10213033030810	389.45
<b>Vendor: 5002 - MONARCH STAFFING</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,027.07</b>
00009096	01/06/2017	L1026400031	17009720	15194064	10-2840-610-000-00-000-000-000-0000		92.60
<b>Vendor: 6335 - MONOPRICE INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>92.60</b>
00009097	01/06/2017	L1000300013	17009784	CE00001241	10-1110-324-000-30-810-000-000-0000		925.00
<b>Vendor: 6516 - MONTGOMERY COUNTY INTERMEDIATE UNIT #23</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>925.00</b>
00009098	01/06/2017	L1004700005	17009886	5914	10-2380-752-000-30-610-000-000-0000		3,965.00
<b>Vendor: 6257 - MRS Audio Visual Inc.</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,965.00</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009099	01/06/2017	L1006600008	17009806	5-877363	10-2620-610-000-00-000-000-0000		9.99
Vendor: 0933 - NAPA AUTO PARTS					Remit # 1	Check Date: 01/06/2017	Check Amount: 9.99
00009100	01/06/2017	L1004700004	17008020	171944	10-1110-610-000-30-810-181-000-0000		9.48
Vendor: 0934 - NASCO					Remit # 1	Check Date: 01/06/2017	Check Amount: 9.48
00009101	01/06/2017	L1029100007	17009513	100006765	10-2271-610-952-00-000-000-000-1516	102271610952151	2,400.00
Vendor: 6549 - NATIONAL COUNCIL FOR BEHAVIORAL HEALTH					Check Date: 01/06/2017	Check Amount: 2,400.00	
00009102	01/06/2017	L0999600023	17009698	573201	10-2620-610-000-00-000-000-0000		1,670.25
00009102	01/06/2017	L1006600007	17009800	573539	10-2620-610-000-00-000-000-0000		205.12
Vendor: 0939 - NATIONAL ENERGY CONTROLS CORP					Remit # 1	Check Date: 01/06/2017	Check Amount: 1,875.37
00009103	01/06/2017	L1004700029	17009843	11648	10-2840-340-000-00-000-000-0000		200.00
00009103	01/06/2017	L1004700030	17009843	12178	10-2840-340-000-00-000-000-0000		200.00
Vendor: 6171 - NETDOCUMENTS					Check Date: 01/06/2017	Check Amount: 400.00	
00009104	01/06/2017	L1026400030	17009902	434855 11/16	10-2840-530-000-00-000-000-0000		1,378.42
00009104	01/06/2017	L1029100019	17009902	441944 12/16	10-2840-530-000-00-000-000-0000		1,155.85
Vendor: 6091 - NEXVORTEX INC					Check Date: 01/06/2017	Check Amount: 2,534.27	
00009105	01/06/2017	L1006600001	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		146.88
00009105	01/06/2017	L1006600002	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		684.00
00009105	01/06/2017	L1006600003	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		16.77
00009105	01/06/2017	L1006600004	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		20.75
00009105	01/06/2017	L1006600005	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		9.96
00009105	01/06/2017	L1006600006	17009590	880484836001	10-1110-610-000-34-610-110-000-0000		110.88
00009105	01/06/2017	L1007200017	17009710	883136946001	10-1110-610-000-10-230-000-000-0000		149.49
00009105	01/06/2017	L1007200018	17009710	883136947001	10-1110-610-000-10-230-000-000-0000		25.87
00009105	01/06/2017	L1007200019	17009710	883136579001	10-1110-610-000-10-230-000-000-0000		287.93
00009105	01/06/2017	L1016300035	17009889	884921721001	10-2840-618-000-00-000-000-0000		146.99
00009105	01/06/2017	L1016300036	17009872	885925745001	10-1110-610-000-34-610-110-000-0000		50.22
00009105	01/06/2017	L1016300037	17009872	885925745001	10-1110-610-000-34-610-110-000-0000		46.80
00009105	01/06/2017	L1016300038	17009753	884482237001	10-2832-610-000-00-000-000-0000		18.35
00009105	01/06/2017	L1016300039	17009753	884482009001	10-2832-610-000-00-000-000-0000		84.14
00009105	01/06/2017	L1022700027	17009969	885764378001	10-2840-610-000-00-000-000-0000		34.99
00009105	01/06/2017	L1022700028	17009969	885764970001	10-2840-610-000-00-000-000-0000		37.98
Vendor: 0965 - OFFICE DEPOT					Remit # 1	Check Date: 01/06/2017	Check Amount: 1,872.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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Coatesville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009106	01/06/2017	L1026400019	17010038	500004651 BB	10-2380-810-000-10-240-000-000-0000		595.00
<b>Vendor: 0975 - PA ASSOC OF ELEMENTARY SCH PRI</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>595.00</b>
00009107	01/06/2017	L1004700009	17009867	834	10-2260-640-000-00-000-000-0000		375.00
<b>Vendor: 0977 - PA ASSOC OF SCHOOL ADMINISTRAT</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>375.00</b>
00009108	01/06/2017	L1022700051	17009656	567191620	10-1241-610-000-10-270-000-000-0000		115.00
<b>Vendor: 1862 - PA ASSOCIATION FOR GIFTED CHILDREN</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>115.00</b>
00009109	01/06/2017	L1026400027	17010087	12/2/2016	10-1110-562-000-00-000-000-0000		17,793.51
00009109	01/06/2017	L1026400028	17010087	12/2/2016	10-1290-562-000-00-000-000-000-0115		14,781.06
<b>Vendor: 0981 - PA CYBER CHARTER SCHOOL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>32,574.57</b>
00009110	01/06/2017	L1026400029	17010089	331327	10-1110-562-000-00-000-000-0000		1,694.67
<b>Vendor: 0983 - PA DISTANCE LEARNING CHARTER S</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,694.67</b>
00009111	01/06/2017	L1026400025	17010082	12/9/2016	10-1110-562-000-00-000-000-0000		88,497.39
00009111	01/06/2017	L1026400026	17010082	12/9/2016	10-1290-562-000-00-000-000-000-0115		36,952.65
<b>Vendor: 0985 - PA LEADERSHIP CHARTER SCH</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>125,450.04</b>
00009112	01/06/2017	L1001500030	17009868	12/1/2016	10-1110-562-000-00-000-000-0000		11,015.08
00009112	01/06/2017	L1001500031	17009868	12/1/2016	10-1290-562-000-00-000-000-000-0115		2,463.51
00009112	01/06/2017	L1026400017	17010112	12/15/2016	10-1110-562-000-00-000-000-0000		12,709.71
00009112	01/06/2017	L1026400018	17010112	12/15/2016	10-1290-562-000-00-000-000-000-0115		2,463.51
<b>Vendor: 0994 - PA VIRTUAL CHARTER SCHOOL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>28,651.81</b>
00009113	01/06/2017	L1029100031	17009851	2200025471321/17	10-2620-424-000-00-000-000-0000		23.05
00009113	01/06/2017	L1029100032	17009851	2100301180061/17	10-2620-424-000-00-000-000-0000		57.66
00009113	01/06/2017	L1029100033	17009851	2100301166661/17	10-2620-424-000-00-000-000-0000		92.23
00009113	01/06/2017	L1029100034	17009851	2100299708601216	10-2620-424-000-00-000-000-0000		553.33
00009113	01/06/2017	L1029100035	17009851	2100293741891216	10-2620-424-000-00-000-000-0000		236.96
00009113	01/06/2017	L1029100036	17009851	2100293748201216	10-2620-424-000-00-000-000-0000		1,170.67
00009113	01/06/2017	L1029100037	17009851	2100293746771216	10-2620-424-000-00-000-000-0000		2,813.72
00009113	01/06/2017	L1029100038	17009851	2100311504301216	10-2620-424-000-00-000-000-0000		1,249.36
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,196.98</b>
00009114	01/06/2017	L1000300038	17009724	2186 DN	10-2380-810-000-23-550-000-000-0000		595.00
00009114	01/06/2017	L1004700003	17009844	500006673 BC	10-2380-810-000-34-610-000-000-0000		595.00
<b>Vendor: 0997 - PAESSP</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,190.00</b>
00009115	01/06/2017	L1029100004	17010100	T/R 12/21/16	10-1110-240-000-10-000-000-000-0000		1,440.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 4027 - PAMELA HERR</b>							
00009116	01/06/2017	L1006600026	17009410	8790	10-2513-324-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 1,440.00	80.00
<b>Vendor: 1007 - PASBO</b>							
00009117	01/06/2017	L0999600034	17009836	NOV 18, 2016	10-2900-330-470-00-000-000-000-1516	Remit # 1 Check Date: 01/06/2017 Check Amount: 80.00	37.50
<b>Vendor: 2152 - PATRICIA A VETTER</b>							
00009118	01/06/2017	L1029100040	17007526	42148107	10-3250-610-000-00-000-000-0000	Check Date: 01/06/2017 Check Amount: 37.50	13.86
00009118	01/06/2017	L1029100041	17007526	42125588	10-3250-610-000-00-000-000-0000		280.00
00009118	01/06/2017	L1029100042	17007526	42110590	10-3250-610-000-00-000-000-0000		3,580.68
<b>Vendor: 1019 - PATTERSON MEDICAL SUPPLY INC</b>							
00009119	01/06/2017	L1008800025	17009804	2016-11709	10-2620-431-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 3,874.54	397.50
00009119	01/06/2017	L1008800026	17009828	2016-11711	10-2620-431-000-00-000-000-0000		105.00
<b>Vendor: 1035 - PDM SERVICE COMPANY INC</b>							
00009120	01/06/2017	L1026400022	17007996	3302079432	10-2513-530-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 502.50	485.00
<b>Vendor: 6499 - PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC</b>							
00009121	01/06/2017	L1008800024	17009754	0128689-IN	10-2620-424-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 485.00	1,885.83
<b>Vendor: 2175 - PROASYS INC</b>							
00009122	01/06/2017	L1007200016	17009726	1269204	10-1110-610-000-10-230-000-000-0000	Check Date: 01/06/2017 Check Amount: 1,885.83	245.74
<b>Vendor: 1641 - PROJECTOR LAMP SOURCE</b>							
00009123	01/06/2017	L1000300012	17009825	INV-13653-T0Q3R8	10-2350-810-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 245.74	465.00
<b>Vendor: 0988 - PA SCHOOL BOARDS ASSOCIATION</b>							
00009124	01/06/2017	L1001500029	17009881	AUG/SEP 2016 AP	10-1110-561-000-00-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 465.00	360.85
<b>Vendor: 1101 - QUAKERTOWN COMMUNITY SCHOOL DI</b>							
00009125	01/06/2017	L1008800018	17007440	8285387	10-1380-610-000-34-610-000-000-0000	Remit # 1 Check Date: 01/06/2017 Check Amount: 360.85	339.12
00009125	01/06/2017	L1008800019	17007440	8131818	10-1380-610-000-34-610-000-000-0000		153.95
00009125	01/06/2017	L1008800020	17007440	8097705	10-1380-610-000-34-610-000-000-0000		263.94
00009125	01/06/2017	L1008800021	17007440	8097705	10-1380-610-000-34-610-000-000-0000		263.94
00009125	01/06/2017	L1008800022	17007440	8097705	10-1380-610-000-34-610-000-000-0000		351.92
00009125	01/06/2017	L1015300020	17009776	2264016	10-2260-610-000-10-000-000-000-0000		13.11
00009125	01/06/2017	L1015300021	17009763	2338634	10-2360-610-000-00-000-000-000-0000		86.28
00009125	01/06/2017	L1015300022	17009763	2211717	10-2360-610-000-00-000-000-000-0000		102.28
00009125	01/06/2017	L1022700007	17009871	2571538	10-1110-610-000-34-610-110-000-0000		13.59

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009125	01/06/2017	L1022700008	17009871	2571538	10-1110-610-000-34-610-110-000-0000		13.59
00009125	01/06/2017	L1022700009	17009871	2488554	10-1110-610-000-34-610-110-000-0000		103.90
00009125	01/06/2017	L1022700010	17009871	2488554	10-1110-610-000-34-610-110-000-0000		105.00
00009125	01/06/2017	L1022700011	17009871	2488554	10-1110-610-000-34-610-110-000-0000		50.80
00009125	01/06/2017	L1022700012	17009871	2488554	10-1110-610-000-34-610-110-000-0000		21.70
00009125	01/06/2017	L1022700013	17009871	2488554	10-1110-610-000-34-610-110-000-0000		81.84
00009125	01/06/2017	L1022700014	17009871	2545378	10-1360-610-000-34-610-130-000-0000		629.99
00009125	01/06/2017	L1022700015	17009871	2545378	10-1360-610-000-34-610-130-000-0000		-50.00
00009125	01/06/2017	L1022700016	17009721	661543CR	10-1110-610-000-22-550-181-000-0000		-53.66
00009125	01/06/2017	L1022700017	17009721	2394761	10-1110-610-000-22-550-181-000-0000		105.10
00009125	01/06/2017	L1022700018	17009721	2394761	10-1110-610-000-23-550-181-000-0000		51.44
00009125	01/06/2017	L1022700019	17009721	2394761	10-1110-610-000-24-550-181-000-0000		51.44
00009125	01/06/2017	L1022700020	17009839	2469830	10-2513-610-000-00-000-000-000-0000		23.99
00009125	01/06/2017	L1022700021	17009839	2424849	10-2513-610-000-00-000-000-000-0000		27.99
00009125	01/06/2017	L1022700022	17009839	2392144	10-2513-610-000-00-000-000-000-0000		60.44
00009125	01/06/2017	L1022700023	17009839	2414039	10-2513-610-000-00-000-000-000-0000		44.63
00009125	01/06/2017	L1022700024	17009838	2469829	10-2310-610-000-00-000-000-000-0000		23.99
00009125	01/06/2017	L1022700025	17009838	2424848	10-2310-610-000-00-000-000-000-0000		27.99
00009125	01/06/2017	L1022700026	17009838	2392143	10-2310-610-000-00-000-000-000-0000		122.29
<b>Vendor: 1103 - QUILL CORPORATION</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 3,030.59</b>
00009126	01/06/2017	L1000300011	17009559	71553	10-1110-610-000-10-270-000-000-0000		300.00
<b>Vendor: 1114 - RAPTOR TECHNOLOGIES LLC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 300.00</b>
00009127	01/06/2017	L1001500027	17009869	328794	10-1110-562-000-00-000-000-000-0000		6,778.52
00009127	01/06/2017	L1001500028	17009869	328794	10-1290-562-000-00-000-000-000-0115		14,781.06
00009127	01/06/2017	L1026400020	17010088	12/9/2016	10-1110-562-000-00-000-000-000-0000		7,625.82
00009127	01/06/2017	L1026400021	17010088	12/9/2016	10-1290-562-000-00-000-000-000-0115		2,463.51
<b>Vendor: 6715 - REACH CYBER CHARTER SCHOOL</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount: 31,648.91</b>	
00009128	01/06/2017	L1000300010	17009834	CVSD103116	10-1110-562-000-00-000-000-000-0000		5,641.62
00009128	01/06/2017	L1007200015	17009934	CVSD113016	10-1110-562-000-00-000-000-000-0000		6,305.33
<b>Vendor: 1125 - RENAISSANCE ACADEMY-EDISON CHA</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 11,946.95</b>
00009129	01/06/2017	L1029100027	17009994	0319-000309079	10-2620-411-000-00-000-000-000-0000		601.60
<b>Vendor: 1994 - REPUBLIC SERVICES INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 601.60</b>

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009130	01/06/2017	L0999600010	17009558	80679	10-1110-610-000-10-270-000-000-0000		258.25
00009130	01/06/2017	L0999600011	17009558	80679	10-1110-610-000-10-270-000-000-0000		38.20
<b>Vendor: 1146 - RITE ENVELOPE &amp; GRAPHICS INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 296.45</b>
00009131	01/06/2017	L1006600033	17009858	309088	10-2620-432-000-00-000-000-000-0000		1,330.77
00009131	01/06/2017	L1006600034	17009858	309089	10-2620-432-000-00-000-000-000-0000		1,541.14
<b>Vendor: 1149 - ROBERT BROWN ASSOCIATES INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,871.91</b>
00009132	01/06/2017	L1026400015	17010047	OCT 20, 2016	10-2511-610-000-00-000-000-000-0000		94.95
00009132	01/06/2017	L1026400016	17010047	OCT 13, 2016	10-2511-610-000-00-000-000-000-0000		474.75
<b>Vendor: 6638 - RevTrak</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount: 569.70</b>	
00009133	01/06/2017	L1016300001	17007665	97921052	10-1110-448-000-10-220-000-000-0000		1,047.36
00009133	01/06/2017	L1016300002	17007665	97921052	10-1110-448-000-10-230-000-000-0000		735.48
00009133	01/06/2017	L1016300003	17007665	97921052	10-1110-448-000-10-240-000-000-0000		765.61
00009133	01/06/2017	L1016300004	17007665	97921052	10-1110-448-000-10-250-000-000-0000		1,139.18
00009133	01/06/2017	L1016300005	17007665	97921052	10-1110-448-000-10-260-000-000-0000		1,322.47
00009133	01/06/2017	L1016300006	17007665	97921052	10-1110-448-000-10-270-000-000-0000		691.01
00009133	01/06/2017	L1016300007	17007665	97921052	10-1110-448-000-20-520-000-000-0000		1,047.83
00009133	01/06/2017	L1016300008	17007665	97921052	10-1110-448-000-20-530-000-000-0000		1,069.17
00009133	01/06/2017	L1016300009	17007665	97921052	10-1110-448-000-20-550-000-000-0000		980.62
00009133	01/06/2017	L1016300010	17007665	97921052	10-1110-448-000-30-810-000-000-0000		2,295.97
00009133	01/06/2017	L1016300011	17007665	97921052	10-1110-448-000-34-610-000-000-0000		1,453.24
00009133	01/06/2017	L1016300012	17007665	97921052	10-1442-448-000-00-000-000-000-0000	101442448	229.30
00009133	01/06/2017	L1016300013	17007665	97921052	10-2360-448-000-00-000-000-000-0000		63.47
00009133	01/06/2017	L1016300014	17007665	97921052	10-2360-448-000-00-000-000-000-0000		63.47
00009133	01/06/2017	L1016300015	17007665	97921052	10-2360-448-000-00-000-000-000-0000		63.46
00009133	01/06/2017	L1016300016	17007665	97921052	10-2513-448-000-00-000-000-000-0000		650.17
00009133	01/06/2017	L1016300017	17007665	97921052	10-2513-448-000-00-000-000-000-0000		64.00
00009133	01/06/2017	L1016300018	17007665	97921052	10-2611-448-000-00-000-000-000-0000		128.02
00009133	01/06/2017	L1016300019	17007665	97921052	10-2832-448-000-00-000-000-000-0000		134.62
00009133	01/06/2017	L1016300020	17007665	97921052	10-2840-448-000-00-000-000-000-0000		64.01
<b>Vendor: 2120 - Ricoh USA Inc.</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount: 14,008.46</b>	
00009134	01/06/2017	L0999600003	17008625	74069	10-1110-610-000-23-520-000-000-0000		1,084.08
<b>Vendor: 1190 - SANE</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,084.08</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009135	01/06/2017	L1000300004	17009821	1191405	10-2350-330-000-00-000-000-0000		1,487.50
00009135	01/06/2017	L1004700015	17009896	1199725	10-2350-330-000-00-000-000-0000		410.50
00009135	01/06/2017	L1004700016	17009894	1201251	10-2350-330-000-00-000-000-0000		358.00
00009135	01/06/2017	L1004700017	17009893	1196925	10-2350-330-000-00-000-000-0000		652.00
00009135	01/06/2017	L1016300025	17010027	1203046	10-2350-330-000-00-000-000-0000		136.50
00009135	01/06/2017	L1016300026	17010026	1201423	10-2350-330-000-00-000-000-0000		434.00
00009135	01/06/2017	L1016300027	17010025	1202631	10-2350-330-000-00-000-000-0000		701.00
00009135	01/06/2017	L1016300028	17010024	1199892	10-2350-330-000-00-000-000-0000		710.50
00009135	01/06/2017	L1026400038	17010116	1201799	10-2350-330-000-00-000-000-0000		521.50
<b>Vendor: 2066 - SARGENTS COURT REPORTING SERVICE INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>5,411.50</b>
00009136	01/06/2017	L1000300006	17009783	30759	10-2660-350-000-00-000-000-0000		4,704.00
00009136	01/06/2017	L1000300007	17009783	30834	10-2660-350-000-00-000-000-0000		5,904.50
00009136	01/06/2017	L1000300008	17009783	30914	10-2660-350-000-00-000-000-0000		8,713.19
00009136	01/06/2017	L1000300009	17009785	31566	10-2660-350-000-00-000-000-0000		4,696.42
00009136	01/06/2017	L1004700001	17009848	31489	10-2660-350-000-00-000-000-0000		250.00
00009136	01/06/2017	L1026400004	17010072	31718	10-2660-350-000-00-000-000-0000		4,116.00
<b>Vendor: 6642 - SCHAAD DETECTIVE AGENCY INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>28,384.11</b>
00009137	01/06/2017	L1004700008	17009897	30150	10-0462-260-000-00-000-000-0000	100462260	3,922.85
<b>Vendor: 1203 - SCHOOL DISTRICT INSURANCE CONS</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>3,922.85</b>
00009138	01/06/2017	L1000300036	17009639	208117536161	10-2380-610-000-23-550-000-000-0000		6.30
00009138	01/06/2017	L1000300037	17009639	208117539964	10-2380-610-000-23-550-000-000-0000		8.90
00009138	01/06/2017	L1016300044	17009162	208117577820	10-1110-610-000-30-610-170-000-0000	101110610306101	2,883.20
<b>Vendor: 1208 - SCHOOL SPECIALTY INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,898.40</b>
00009139	01/06/2017	L0999600024	17009579	9981078	10-1110-650-000-34-610-181-000-0000		129.20
00009139	01/06/2017	L0999600025	17009579	9981078	10-1110-650-000-34-610-181-000-0000		25.84
<b>Vendor: 1212 - SCOTT ELECTRIC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>155.04</b>
00009140	01/06/2017	L1000300029	17009657	00575595	10-2620-610-000-00-000-000-0000		2,985.00
<b>Vendor: 1221 - SERVICE WHOLESALE INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,985.00</b>
00009141	01/06/2017	L1008800016	17009857	479259	10-2620-624-000-00-000-000-0000		397.85
00009141	01/06/2017	L1008800017	17009797	476202	10-2620-624-000-00-000-000-0000		289.26
00009141	01/06/2017	L1022700087	17009971	482022	10-2620-624-000-00-000-000-0000		301.96
00009141	01/06/2017	L1024100002	17009944	127478 11/16	10-2620-626-000-00-000-000-0000		0.29

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00009141	01/06/2017	L1024100003	17009944	127476 11/16	10-2620-626-000-00-000-000-0000		38.58
<b>Vendor: 1231 - SHELLER OIL CO INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,027.94</b>
00009142	01/06/2017	L0999600026	17009688	6915-8	10-2620-610-000-00-000-000-0000		367.57
00009142	01/06/2017	L1008800015	17009751	7143-6	10-2620-610-000-00-000-000-0000		5.87
<b>Vendor: 1235 - SHERWIN-WILLIAMS PAINT</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>373.44</b>
00009143	01/06/2017	L1026400009	17009968	T/R 12/9/16	10-1110-240-000-30-000-000-0000		798.75
<b>Vendor: 6741 - STEPHANIE M TAYLOR</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>798.75</b>
00009144	01/06/2017	L1015300019	17009875	CASD ONE STUDENT	10-1110-432-000-30-810-000-000-0000		70.00
<b>Vendor: 6748 - STRATH HAVEN BAND BOOSTERS</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>70.00</b>
00009145	01/06/2017	L1008800013	17009801	226510	10-2620-442-000-00-000-000-0000		3.00
00009145	01/06/2017	L1008800014	17009801	226511	10-2620-442-000-00-000-000-0000		3.00
00009145	01/06/2017	L1015300005	17009696	139254	10-2620-423-000-00-000-000-0000		137.37
<b>Vendor: 1276 - SUBURBAN PROPANE</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>143.37</b>
00009146	01/06/2017	L1008800007	17009788	326460	10-2620-431-000-00-000-000-0000		700.00
00009146	01/06/2017	L1008800008	17009789	326693	10-2620-431-000-00-000-000-0000		280.00
00009146	01/06/2017	L1008800009	17009790	326524	10-2620-431-000-00-000-000-0000		735.00
00009146	01/06/2017	L1008800010	17009791	326548	10-2620-431-000-00-000-000-0000		420.00
00009146	01/06/2017	L1008800011	17009803	326675	10-2620-431-000-00-000-000-0000		280.00
00009146	01/06/2017	L1008800012	17009803	326661	10-2620-431-000-00-000-000-0000		350.00
00009146	01/06/2017	L1022700088	17009953	325659	10-2620-431-000-00-000-000-0000		3,297.61
00009146	01/06/2017	L1022700089	17009954	325808	10-2620-431-000-00-000-000-0000		1,260.00
00009146	01/06/2017	L1022700090	17009955	327215	10-2620-431-000-00-000-000-0000		1,885.00
00009146	01/06/2017	L1022700091	17009956	327230	10-2620-431-000-00-000-000-0000		420.00
00009146	01/06/2017	L1022700092	17009957	326466	10-2620-431-000-00-000-000-0000		280.00
00009146	01/06/2017	L1022700093	17009958	326762	10-2620-431-000-00-000-000-0000		700.00
00009146	01/06/2017	L1022700094	17009996	326863	10-2620-431-000-00-000-000-0000		7,950.00
<b>Vendor: 1277 - SUMMERS &amp; ZIMS INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>18,557.61</b>
00009147	01/06/2017	L1026400014	17010048	3547043	10-2840-448-000-00-000-000-0000		16,500.00
<b>Vendor: 6104 - SUSQUEHANNA MUNICIPAL FINANCE</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>16,500.00</b>
00009148	01/06/2017	L1000300001	17009824	103616	10-2350-330-000-00-000-000-0000		1,343.40
00009148	01/06/2017	L1000300002	17009823	103615	10-2350-330-000-00-000-000-0000		2,679.31
00009148	01/06/2017	L1000300003	17009822	103614	10-2350-330-000-00-000-000-0000		156.00

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00009148	01/06/2017	L1016300023	17010033	103941	10-2350-330-000-00-000-000-0000		260.70
00009148	01/06/2017	L1016300024	17010032	103942	10-2350-330-000-00-000-000-0000		175.50
<b>Vendor: 6245 - SWEET STEVENS KATZ &amp; WILLIAMS LLP</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,614.91</b>
00009149	01/06/2017	C1013100011		DEC 2016	10-0462-020-PAY-00-000-000-0000	100462020PAY	6,346.12
<b>Vendor: 1294 - TEAMSTERS LOCAL 384</b>					<b>Remit # 2 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>6,346.12</b>
00009150	01/06/2017	L1022700095	17009946	914117251	10-2620-432-000-00-000-000-0000		2,293.10
<b>Vendor: 6737 - TENNANT SALES AND SERVICE COMPANY</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>2,293.10</b>
00009151	01/06/2017	L1026400043	17010111	4019281272016	10-1110-561-000-00-000-000-0000		4,743.00
<b>Vendor: 6743 - THE GREEN TREE SCHOOL &amp; SERVICES INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,743.00</b>
00009152	01/06/2017	L1001500038	17009885	10/26/2016 LS	10-1290-568-000-00-000-000-000-0115		192.00
00009152	01/06/2017	L1026400041	17010093	11/23/2016 DB	10-1290-568-000-00-000-000-000-0115		168.00
<b>Vendor: 1313 - THE HORSHAM CLINIC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>360.00</b>
00009153	01/06/2017	L1026400111	17009932	094111	10-1290-567-000-00-000-000-000-0115	1012905670115	4,763.74
<b>Vendor: 1319 - THE PATHWAY SCHOOL</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>4,763.74</b>
00009154	01/06/2017	L1022700046	17009727	T16-COAT	10-3250-610-000-00-000-000-000-0000		1,701.00
<b>Vendor: 6052 - THE SWIM SHOP</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,701.00</b>
00009155	01/06/2017	L0999600012	17009702	TA30027	10-2620-610-000-00-000-000-000-0000		104.25
<b>Vendor: 6731 - TIME ADVANTAGE INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>104.25</b>
00009156	01/06/2017	L1016300029	17010008	1031710	10-2900-330-470-00-000-000-000-1516	102900330470151	290.01
<b>Vendor: 6136 - TRANSPERFECT TRANSLATIONS INTERNATIONAL INC</b>					<b>Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>290.01</b>
00009157	01/06/2017	L1001500043	17008006	WBR-49091	10-1190-610-410-00-000-000-000-1516	101190610410151	516.51
<b>Vendor: 1770 - TREASURE BAY INC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>516.51</b>
00009158	01/06/2017	L1008800003	17009794	129419	10-2620-431-000-00-000-000-000-0000		304.00
00009158	01/06/2017	L1008800004	17009795	129393	10-2620-431-000-00-000-000-000-0000		150.00
00009158	01/06/2017	L1008800005	17009796	129395	10-2620-431-000-00-000-000-000-0000		380.00
00009158	01/06/2017	L1022700096	17009964	129574	10-2620-432-000-00-000-000-000-0000		608.00
<b>Vendor: 1366 - TRI-M GROUP LLC</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>1,442.00</b>
00009159	01/06/2017	L1029100043	17010109	T/R 12/21/16	10-1110-240-000-10-000-000-000-0000		675.00
<b>Vendor: 1367 - TRINA L DIFRANCESCO</b>					<b>Remit # 1 Check Date: 01/06/2017</b>	<b>Check Amount:</b>	<b>675.00</b>
00009160	01/06/2017	L1008800001	17009850	E05268	10-2380-610-000-36-810-000-000-0000		48.75
00009160	01/06/2017	L1008800002	17009658	E05268	10-2380-610-000-36-810-000-000-0000		458.77

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<b>Vendor: 1368 - TRIPLE FRESH INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 507.52</b>
00009161	01/06/2017	L1022700076	17009963	160902003	10-2620-432-000-00-000-000-0000		959.46
00009161	01/06/2017	L1022700077	17009963	160906003	10-2620-432-000-00-000-000-0000		769.35
<b>Vendor: 6105 - TROUPE AUTOMOTIVE INC</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,728.81</b>
00009162	01/06/2017	L1007200014	17009877	021	10-2271-324-420-00-000-000-000-1617	102271324420161	5,400.00
<b>Vendor: 1372 - TRUSTEES OF THE UNIVERSITY OF PENNSYLVANIA</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 5,400.00</b>
00009163	01/06/2017	L1007200087	17009805	54322849-00	10-2620-610-000-00-000-000-0000		46.00
00009163	01/06/2017	L1007200088	17009805	54346719-00	10-2620-610-000-00-000-000-0000		44.88
00009163	01/06/2017	L1007200089	17009805	54252260-00	10-2620-610-000-00-000-000-0000		120.11
00009163	01/06/2017	L1007200090	17009805	54255204-00	10-2620-610-000-00-000-000-0000		907.34
00009163	01/06/2017	L1022700078	17009962	54455694-00	10-2620-610-000-00-000-000-0000		269.40
00009163	01/06/2017	L1022700079	17009962	54430183-00	10-2620-610-000-00-000-000-0000		20.00
00009163	01/06/2017	L1022700080	17009962	54404592-00	10-2620-610-000-00-000-000-0000		94.43
00009163	01/06/2017	L1022700081	17009962	54472850-00	10-2620-610-000-00-000-000-0000		112.50
00009163	01/06/2017	L1022700082	17009962	54387432-00	10-2620-610-000-00-000-000-0000		81.47
<b>Vendor: 1383 - UNITED REFRIGERATION INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,696.13</b>
00009164	01/06/2017	L1007200002	17009855	S6036032.001	10-2620-610-000-00-000-000-0000		4.86
00009164	01/06/2017	L1007200003	17009855	S6035195.001	10-2620-610-000-00-000-000-0000		-33.48
00009164	01/06/2017	L1007200004	17009855	S6034243.001	10-2620-610-000-00-000-000-0000		193.95
00009164	01/06/2017	L1007200005	17009855	S6035190.001	10-2620-610-000-00-000-000-0000		78.76
00009164	01/06/2017	L1007200006	17009807	S6033506.001	10-2620-610-000-00-000-000-0000		220.00
00009164	01/06/2017	L1007200007	17009807	S6033458.001	10-2620-610-000-00-000-000-0000		108.58
00009164	01/06/2017	L1007200008	17009807	S6034545.001	10-2620-610-000-00-000-000-0000		13.30
00009164	01/06/2017	L1007200009	17009814	S6032895.001	10-2620-610-000-00-000-000-0000		426.08
00009164	01/06/2017	L1007200010	17009854	S6035030.001	10-2620-610-000-00-000-000-0000		158.56
00009164	01/06/2017	L1007200011	17009854	S6035776.001	10-2620-610-000-00-000-000-0000		113.42
00009164	01/06/2017	L1007200012	17009859	S6033259.001	10-2620-610-000-00-000-000-0000		11.27
00009164	01/06/2017	L1007200085	17009750	S6030756.001	10-2620-610-000-00-000-000-0000		21.35
00009164	01/06/2017	L1007200086	17009759	S6029975.001	10-2620-610-000-00-000-000-0000		135.41
00009164	01/06/2017	L1015300001	17008686	S5975971.002	10-2620-431-000-00-000-000-0000		421.08
00009164	01/06/2017	L1015300002	17009707	S6027416.001	10-2620-610-000-00-000-000-0000		7.78

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009164	01/06/2017	L1015300003	17009707	S6028817.001	10-2620-610-000-00-000-000-0000		14.53
00009164	01/06/2017	C1013100003		FS/GF DUP PYMNT	10-2620-610-000-00-000-000-0000		-28.29
00009164	01/06/2017	L1022700066	17010003	S6043174.001	10-2620-610-000-00-000-000-0000		19.96
00009164	01/06/2017	L1022700067	17010003	S6043247.001	10-2620-610-000-00-000-000-0000		51.77
00009164	01/06/2017	L1022700068	17010003	S6040096.001	10-2620-610-000-00-000-000-0000		60.55
00009164	01/06/2017	L1022700069	17010003	S6040097.001	10-2620-610-000-00-000-000-0000		-32.03
00009164	01/06/2017	L1022700070	17010003	S6039581.001	10-2620-610-000-00-000-000-0000		64.10
00009164	01/06/2017	L1022700071	17009973	S6010529.003	10-2620-610-000-00-000-000-0000		1,325.54
00009164	01/06/2017	L1022700072	17009973	S6036226.001	10-2620-610-000-00-000-000-0000		-93.58
00009164	01/06/2017	L1022700073	17009973	S6010529.002	10-2620-610-000-00-000-000-0000		30.36
00009164	01/06/2017	L1022700074	17009973	S6037844.001	10-2620-610-000-00-000-000-0000		1.92
00009164	01/06/2017	L1022700075	17009973	S6020628.002	10-2620-610-000-00-000-000-0000		217.95
00009164	01/06/2017	L1022700083	17009947	S6036544.001	10-2620-610-000-00-000-000-0000		43.90
00009164	01/06/2017	L1022700084	17009980	S6041397.001	10-2620-610-000-00-000-000-0000		9.02
00009164	01/06/2017	L1022700085	17009979	S6037613.001	10-2620-610-000-00-000-000-0000		44.89
00009164	01/06/2017	L1022700086	17009992	S6036382.001	10-2620-610-000-00-000-000-0000		206.51
<b>Vendor: 1398 - US SUPPLY CO INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 3,818.02</b>
00009165	01/06/2017	L1004700007	17009892	110809376	10-0462-272-000-00-000-000-0000	100462272	2,209.80
<b>Vendor: 1876 - United Concordia</b>					<b>Check Date: 01/06/2017</b>		<b>Check Amount: 2,209.80</b>
00009166	01/06/2017	L1029100014	17009022	6103837238 11/16	10-2840-530-000-00-000-000-0000		52.14
00009166	01/06/2017	L1029100015	17009022	6103837238 12/16	10-2840-530-000-00-000-000-0000		53.01
00009166	01/06/2017	L1029100016	17009024	6103808142 12/16	10-2840-530-000-00-000-000-0000		80.50
00009166	01/06/2017	L1029100017	17009023	6103801379 12/16	10-2840-530-000-00-000-000-0000		80.32
00009166	01/06/2017	L1029100018	17009025	6103801017 12/16	10-2840-530-000-00-000-000-0000		78.84
<b>Vendor: 1409 - VERIZON</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 344.81</b>
00009167	01/06/2017	L1029100013	17009021	69961405	10-2840-530-000-00-000-000-0000		5,876.43
<b>Vendor: 1410 - VERIZON BUSINESS</b>					<b>Remit # 2</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 5,876.43</b>
00009168	01/06/2017	L1029100044	17010102	T/R 12/21/16	10-1110-240-000-30-000-000-0000		1,021.50
<b>Vendor: 6373 - VICTORIA COOPER</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 1,021.50</b>
00009169	01/06/2017	C1013100005		38-03-0178.0000	10-6111-000-000-00-000-000-0000		54.76
<b>Vendor: 6757 - VILLAGES AT HILLVIEW</b>					<b>Check Date: 01/06/2017</b>		<b>Check Amount: 54.76</b>
00009170	01/06/2017	L1029100008	17007417	I37049466	10-1110-610-000-24-520-000-000-0000		899.20

\* Denotes Non-Negotiable Transaction

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00009170	01/06/2017	L1029100009	17007417	I38778039	10-1110-610-000-24-520-000-000-0000		899.20
00009170	01/06/2017	L1029100010	17007417	I40303904	10-1110-610-000-24-520-000-000-0000		899.20
<b>Vendor: 1421 - W B MASON CO INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,697.60</b>
00009171	01/06/2017	L1007200081	17009793	1069719	10-2620-431-000-00-000-000-000-0000		520.00
00009171	01/06/2017	L1022700045	17009786	1069837	10-2620-431-000-00-000-000-000-0000		6,509.25
00009171	01/06/2017	L1022700063	17009997	1070593	10-2620-431-000-00-000-000-000-0000		195.00
00009171	01/06/2017	L1022700064	17009997	1070592	10-2620-431-000-00-000-000-000-0000		331.00
<b>Vendor: 1427 - WAYMAN FIRE PROTECTION INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 7,555.25</b>
00009172	01/06/2017	L1007200013	17009927	COATESLDP2016	10-1110-561-000-00-000-000-000-0000		2,840.96
<b>Vendor: 1432 - WAYNESBORO AREA SCHOOL DISTRIC</b>					<b>Remit # 1</b>	<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,840.96</b>
00009173	01/06/2017	C1013100013		29-05-0001.0100	10-6111-000-000-00-000-000-000-0000		2,421.49
<b>Vendor: 6764 - WINDY HILL TBI LLC</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 2,421.49</b>
00009174	01/06/2017	L1004700014	17009888	86633	10-2350-330-000-00-000-000-000-0000		9,839.00
00009174	01/06/2017	L1016300022	17010039	86061	10-2350-330-000-00-000-000-000-0000		1,486.77
<b>Vendor: 5063 - WRIGHT SPECIALTY INSURANCE AGENCY LLC</b>						<b>Check Date: 01/06/2017</b>	<b>Check Amount: 11,325.77</b>
00009175	01/10/2017	L1033200001	17010191	7/1/2016	10-2360-330-000-00-000-000-000-0000		1,968.75
00009175	01/10/2017	L1033200002	17010191	9/6/2016	10-2360-330-000-00-000-000-000-0000		812.50
00009175	01/10/2017	L1033200003	17010191	11/2/2016	10-2360-330-000-00-000-000-000-0000		749.50
<b>Vendor: 2133 - BETH TRAPANI</b>						<b>Check Date: 01/10/2017</b>	<b>Check Amount: 3,530.75</b>
*00ACH885	12/05/2016	M0999300001			10-2620-424-000-00-000-000-000-0000		424.48
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 424.48</b>
*00ACH886	12/05/2016	M0999100001			10-2620-424-000-00-000-000-000-0000		719.53
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 719.53</b>
*00ACH887	12/05/2016	M0999400001			10-2620-424-000-00-000-000-000-0000		228.24
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 228.24</b>
*00ACH888	12/05/2016	M0999000001			10-2620-424-000-00-000-000-000-0000		1,309.07
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 1,309.07</b>
*00ACH889	12/05/2016	M0998900001			10-2620-424-000-00-000-000-000-0000		1,349.12
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 1,349.12</b>
*00ACH890	12/05/2016	M0998800001			10-2620-424-000-00-000-000-000-0000		2,845.51
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 12/05/2016</b>	<b>Check Amount: 2,845.51</b>
*00ACH892	12/07/2016	M1009200001			10-2511-610-000-00-000-000-000-0000		569.70

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
Vendor: 6638 - RevTrak					Check Date: 12/07/2016	Check Amount:	569.70
*00ACH893	12/12/2016	M1007400001			10-2620-424-000-00-000-000-0000		23.05
Vendor: 0995 - PA-AMERICAN WATER COMPANY					Remit # 1 Check Date: 12/12/2016	Check Amount:	23.05
*00ACH894	12/12/2016	M1007300001			10-2620-424-000-00-000-000-0000		57.66
Vendor: 0995 - PA-AMERICAN WATER COMPANY					Remit # 1 Check Date: 12/12/2016	Check Amount:	57.66
*00ACH895	12/12/2016	M1007100001			10-2620-424-000-00-000-000-0000		92.23
Vendor: 0995 - PA-AMERICAN WATER COMPANY					Remit # 1 Check Date: 12/12/2016	Check Amount:	92.23
*00ACH897	12/13/2016	M1009700001			10-0462-021-PAY-00-000-000-000-0000	100462021PAY	201.69
Vendor: 6667 - IOWA CHILD SUPPORT RECOVERY UNIT					Check Date: 12/13/2016	Check Amount:	201.69
*00ACH898	12/13/2016	M1009800001			10-0462-021-PAY-00-000-000-000-0000	100462021PAY	2,724.53
Vendor: 1856 - DOMESTIC RELATIONS					Remit # 1 Check Date: 12/13/2016	Check Amount:	2,724.53
*00ACH901	12/12/2016	M1008000001			10-0462-010-PAY-00-000-000-000-0000	100462010PAY	226,473.82
*00ACH901	12/12/2016	M1008000002			10-0462-011-PAY-00-000-000-000-0000	100462011PAY	116,003.21
*00ACH901	12/12/2016	M1008000003			10-0462-220-000-00-000-000-000-0000	100462220	116,003.21
*00ACH901	12/12/2016	M1008000004			10-0462-026-PAY-00-000-000-000-0000	100462026PAY	27,827.76
*00ACH901	12/12/2016	M1008000005			10-0462-220-000-00-000-000-000-0000	100462220	27,827.76
Vendor: 1857 - IRS/FICA					Remit # 1 Check Date: 12/12/2016	Check Amount:	514,135.76
*00ACH902	12/14/2016	M1010900001			10-0462-028-PAY-00-000-000-000-0000	100462028PAY	58,637.31
Vendor: 1855 - PA DEPT OF REVENUE					Remit # 1 Check Date: 12/14/2016	Check Amount:	58,637.31
*00ACH903	12/13/2016	M1009900001			10-0462-017-PAY-00-000-000-000-0000	100462017PAY	280,506.66
Vendor: 1093 - PUBLIC SCHOOL EMPLOYEE RET SYS					Remit # 2 Check Date: 12/13/2016	Check Amount:	280,506.66
*00ACH904	12/13/2016	M1010000001			10-0462-018-PAY-00-000-000-000-0000	100462018PAY	852.42
Vendor: 1093 - PUBLIC SCHOOL EMPLOYEE RET SYS					Remit # 2 Check Date: 12/13/2016	Check Amount:	852.42
*00ACH905	12/16/2016	M1015400001			10-0462-272-000-00-000-000-000-0000	100462272	9,304.89
Vendor: 1876 - United Concordia					Check Date: 12/16/2016	Check Amount:	9,304.89
*00ACH906	12/16/2016	M1015500001			10-0462-019-PAY-00-000-000-000-0000	100462019PAY	46,014.21
Vendor: 1886 - TSA CONSULTING GROUP INC					Remit # 1 Check Date: 12/16/2016	Check Amount:	46,014.21
*00ACH907	12/19/2016	M1020300001			10-2620-424-000-00-000-000-000-0000		40.55
Vendor: 0995 - PA-AMERICAN WATER COMPANY					Remit # 1 Check Date: 12/19/2016	Check Amount:	40.55
*00ACH908	12/19/2016	M1020200001			10-2620-424-000-00-000-000-000-0000		78.82
Vendor: 0995 - PA-AMERICAN WATER COMPANY					Remit # 1 Check Date: 12/19/2016	Check Amount:	78.82
*00ACH909	12/19/2016	M1020100001			10-2620-424-000-00-000-000-000-0000		161.90

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# Fund Accounting Check Register

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>							
*00ACH912	12/22/2016	M1021700001			Remit # 1 Check Date: 12/19/2016	Check Amount:	161.90
					10-2620-424-000-00-000-000-0000		701.03
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>							
*00ACH913	12/22/2016	M1021600001			Remit # 1 Check Date: 12/22/2016	Check Amount:	701.03
					10-2620-424-000-00-000-000-0000		362.89
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>							
*00ACH914	12/23/2016	M1022300001			Remit # 1 Check Date: 12/22/2016	Check Amount:	362.89
					10-0462-230-000-00-000-000-0000	100462230	2,137,817.62
<b>Vendor: 1093 - PUBLIC SCHOOL EMPLOYEE RET SYS</b>							
*00ACH918	12/27/2016	M1024500001			Remit # 2 Check Date: 12/23/2016	Check Amount:	2,137,817.62
					10-0462-010-PAY-00-000-000-000-0000	100462010PAY	213,711.01
*00ACH918	12/27/2016	M1024500002			10-0462-011-PAY-00-000-000-000-0000	100462011PAY	110,823.70
*00ACH918	12/27/2016	M1024500003			10-0462-220-000-00-000-000-0000	100462220	110,823.70
*00ACH918	12/27/2016	M1024500004			10-0462-026-PAY-00-000-000-000-0000	100462026PAY	26,964.30
*00ACH918	12/27/2016	M1024500005			10-0462-220-000-00-000-000-0000	100462220	26,964.30
<b>Vendor: 1857 - IRS/FICA</b>							
*00ACH919	12/28/2016	M1025300001			Remit # 1 Check Date: 12/27/2016	Check Amount:	489,287.01
					10-0462-028-PAY-00-000-000-000-0000	100462028PAY	56,809.02
<b>Vendor: 1855 - PA DEPT OF REVENUE</b>							
*00ACH920	12/23/2016	M1022400001			Remit # 1 Check Date: 12/28/2016	Check Amount:	56,809.02
					10-0462-021-PAY-00-000-000-000-0000	100462021PAY	2,463.55
<b>Vendor: 1856 - DOMESTIC RELATIONS</b>							
*00ACH921	12/27/2016	M1024400001			Remit # 1 Check Date: 12/23/2016	Check Amount:	2,463.55
					10-0462-021-PAY-00-000-000-000-0000	100462021PAY	201.69
<b>Vendor: 6667 - IOWA CHILD SUPPORT RECOVERY UNIT</b>							
*OWIRE881	12/03/2016	M0998700001			Check Date: 12/27/2016	Check Amount:	201.69
					10-0462-271-000-00-000-000-000-0000	100462271	13,426.44
*OWIRE881	12/03/2016	M0998700002			10-0462-271-000-00-000-000-000-0000	100462271	952.50
*OWIRE881	12/03/2016	M0998700003			10-0462-271-000-00-000-000-000-0000	100462271	1,066.80
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>							
*OWIRE882	12/03/2016	M0998400001			Remit # 1 Check Date: 12/03/2016	Check Amount:	15,445.74
					10-0462-276-000-00-000-000-000-0000	100462276	50,597.71
*OWIRE882	12/03/2016	M0998400002			10-0462-276-000-00-000-000-000-0000	100462276	616.05
*OWIRE882	12/03/2016	M0998400003			10-0462-271-000-00-000-000-000-0000	100462271	118,444.43
*OWIRE882	12/03/2016	M0998400004			10-0462-271-000-00-000-000-000-0000	100462271	130.05
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>							
*OWIRE883	12/03/2016	M0998300001			Remit # 1 Check Date: 12/03/2016	Check Amount:	169,788.24
					10-0462-271-000-00-000-000-000-0000	100462271	3,612.41
*OWIRE883	12/03/2016	M0998300002			10-0462-271-000-00-000-000-000-0000	100462271	3.93
*OWIRE883	12/03/2016	M0998300003			10-0462-271-000-00-000-000-000-0000	100462271	2,271.38
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>							
					Remit # 1 Check Date: 12/03/2016	Check Amount:	5,887.72

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*OWIRE884	12/03/2016	M0998500001			10-0462-271-000-00-000-000-0000	100462271	9,083.25
*OWIRE884	12/03/2016	M0998500002			10-0462-271-000-00-000-000-0000	100462271	9.99
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1 Check Date: 12/03/2016</b>	<b>Check Amount:</b>	<b>9,093.24</b>
*OWIRE891	12/03/2016	M0998600001			10-0462-276-000-00-000-000-0000	100462276	20,608.12
*OWIRE891	12/03/2016	M0998600002			10-0462-276-000-00-000-000-0000	100462276	384.80
*OWIRE891	12/03/2016	M0998600003			10-0462-271-000-00-000-000-0000	100462271	104,054.22
*OWIRE891	12/03/2016	M0998600004			10-0462-271-000-00-000-000-0000	100462271	114.19
*OWIRE891	12/03/2016	M0998600005			10-0462-271-000-00-000-000-0000	100462271	27,585.90
*OWIRE891	12/03/2016	M0998600006			10-0462-271-000-00-000-000-0000	100462271	1,725.57
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1 Check Date: 12/03/2016</b>	<b>Check Amount:</b>	<b>154,472.80</b>
*OWIRE896	12/09/2016	M1005900001			10-0462-272-000-00-000-000-0000	100462272	7,669.00
<b>Vendor: 1876 - United Concordia</b>					<b>Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>7,669.00</b>
*OWIRE899	12/09/2016	M1006100001			10-0462-276-000-00-000-000-0000	100462276	63,408.62
*OWIRE899	12/09/2016	M1006100002			10-0462-276-000-00-000-000-0000	100462276	1,008.25
*OWIRE899	12/09/2016	M1006100003			10-0462-276-000-00-000-000-0000	100462276	-17,480.00
*OWIRE899	12/09/2016	M1006100004			10-0462-271-000-00-000-000-0000	100462271	115,970.63
*OWIRE899	12/09/2016	M1006100005			10-0462-271-000-00-000-000-0000	100462271	127.47
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>163,034.97</b>
*OWIRE900	12/09/2016	M1006000001			10-0462-271-000-00-000-000-0000	100462271	57,265.24
*OWIRE900	12/09/2016	M1006000002			10-0462-271-000-00-000-000-0000	100462271	62.98
*OWIRE900	12/09/2016	M1006000003			10-0462-271-000-00-000-000-0000	100462271	0.49
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1 Check Date: 12/09/2016</b>	<b>Check Amount:</b>	<b>57,328.71</b>
*OWIRE910	12/19/2016	M1019900001			10-0462-271-000-00-000-000-0000	100462271	2,865.94
*OWIRE910	12/19/2016	M1019900002			10-0462-271-000-00-000-000-0000	100462271	3.17
*OWIRE910	12/19/2016	M1019900003			10-0462-271-000-00-000-000-0000	100462271	192.85
*OWIRE910	12/19/2016	M1019900004			10-0462-271-000-00-000-000-0000	100462271	386.30
*OWIRE910	12/19/2016	M1019900005			10-0462-271-000-00-000-000-0000	100462271	1,677.16
*OWIRE910	12/19/2016	M1019900006			10-0462-275-000-00-000-000-0000	100462275	269.00
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1 Check Date: 12/19/2016</b>	<b>Check Amount:</b>	<b>5,394.42</b>
*OWIRE911	12/19/2016	M1020000001			10-0462-276-000-00-000-000-0000	100462276	55,278.71
*OWIRE911	12/19/2016	M1020000002			10-0462-276-000-00-000-000-0000	100462276	390.35
*OWIRE911	12/19/2016	M1020000003			10-0462-271-000-00-000-000-0000	100462271	66,787.41

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*OWIRE911	12/19/2016	M1020000004			10-0462-271-000-00-000-000-0000	100462271	73.54
*OWIRE911	12/19/2016	M1020000005			10-0462-271-000-00-000-000-0000	100462271	1,930.39
*OWIRE911	12/19/2016	M1020000006			10-0462-275-000-00-000-000-0000	100462275	7,990.05
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 12/19/2016</b>	<b>Check Amount: 132,450.45</b>
*OWIRE915	12/22/2016	M1021900001			10-0462-271-000-00-000-000-0000	100462271	190,874.26
*OWIRE915	12/22/2016	M1021900002			10-0462-271-000-00-000-000-0000	100462271	209.92
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 12/22/2016</b>	<b>Check Amount: 191,084.18</b>
*OWIRE916	12/22/2016	M1021800001			10-0462-272-000-00-000-000-0000	100462272	17,332.93
<b>Vendor: 1876 - United Concordia</b>						<b>Check Date: 12/22/2016</b>	<b>Check Amount: 17,332.93</b>
*OWIRE917	12/22/2016	M1022000001			10-0462-276-000-00-000-000-0000	100462276	43,821.68
*OWIRE917	12/22/2016	M1022000002			10-0462-276-000-00-000-000-0000	100462276	802.90
*OWIRE917	12/22/2016	M1022000003			10-0462-271-000-00-000-000-0000	100462271	85,910.10
*OWIRE917	12/22/2016	M1022000004			10-0462-271-000-00-000-000-0000	100462271	94.10
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 12/22/2016</b>	<b>Check Amount: 130,628.78</b>
*OWIRE922	12/28/2016	M1024800001			10-0462-273-000-00-000-000-0000	100462273	11,127.31
<b>Vendor: 6340 - PRUDENTIAL GROUP INSURANCE</b>						<b>Check Date: 12/28/2016</b>	<b>Check Amount: 11,127.31</b>
*OWIRE923	12/28/2016	M1024900001			10-0462-273-000-00-000-000-0000	100462273	11,143.98
<b>Vendor: 6340 - PRUDENTIAL GROUP INSURANCE</b>						<b>Check Date: 12/28/2016</b>	<b>Check Amount: 11,143.98</b>
*OWIRE924	12/28/2016	M1025000001			10-0462-273-000-00-000-000-0000	100462273	11,103.19
<b>Vendor: 6340 - PRUDENTIAL GROUP INSURANCE</b>						<b>Check Date: 12/28/2016</b>	<b>Check Amount: 11,103.19</b>
*OWIRE925	01/03/2017	M1028900001			10-0462-276-000-00-000-000-0000	100462276	58,102.46
*OWIRE925	01/03/2017	M1028900002			10-0462-276-000-00-000-000-0000	100462276	1,037.85
*OWIRE925	01/03/2017	M1028900003			10-0462-271-000-00-000-000-0000	100462271	135,386.09
*OWIRE925	01/03/2017	M1028900004			10-0462-271-000-00-000-000-0000	100462271	148.66
*OWIRE925	01/03/2017	M1028900005			10-0462-275-000-00-000-000-0000	100462275	4,954.95
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/03/2017</b>	<b>Check Amount: 199,630.01</b>
*OWIRE926	01/03/2017	M1029000001			10-0462-271-000-00-000-000-0000	100462271	11,926.92
*OWIRE926	01/03/2017	M1029000002			10-0462-271-000-00-000-000-0000	100462271	13.10
*OWIRE926	01/03/2017	M1029000003			10-0462-275-000-00-000-000-0000	100462275	283.00
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 01/03/2017</b>	<b>Check Amount: 12,223.02</b>
*OWIRE927	01/04/2017	M1029200001			10-0462-272-000-00-000-000-0000	100462272	11,857.73
<b>Vendor: 1876 - United Concordia</b>						<b>Check Date: 01/04/2017</b>	<b>Check Amount: 11,857.73</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 12/03/2016 To 01/10/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*OWIRE928	01/04/2017	M1029300001			10-0462-272-000-00-000-000-0000	100462272	11,219.40
Vendor: 1876 - United Concordia				Check Date: 01/04/2017		Check Amount:	11,219.40
10-GENERAL FUND							10,323,268.19
Grand Total Manual Checks :						4,935,835.96	✓
Grand Total Regular Checks :						5,387,432.23	✓
Grand Total Direct Deposits:						0.00	
Grand Total Credit Card Payments:						0.00	
Grand Total All Checks :						10,323,268.19	

Luen  
2/11/17



# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
CALN TOWNSHIP / CTMA	Water/Sewer.....		3,078.75
EAGLE DISPOSAL OF PA INC	Disposal Svcs.....		350.00
PECO ENERGY	Electricity (Not Heat).....	Natural Gas (Heat & A/C).....	114,803.60
VERIZON	Communications / Postage.....		161.32
VERIZON BUSINESS	Communications / Postage.....		5,876.43
AFLAC	AFLAC.....		42.82
CITADEL CREDIT UNION	UNION DUES.....		1,362.41
COATESVILLE AREA TEACHER ASSOC	UNION DUES.....		23,676.41
DIVERSIFIED COLLECTION SERVICE	WAGE ATTACHMENT - OTHER.....		114.23
ELLA MARIE MOBLEY	Salaries /Wages.....		2.12
PHEAA	WAGE ATTACHMENT - OTHER.....		226.93
SECURITY BENEFIT COMPANIES	FSA MEDICAL CARE W/H.....	DEPENDENT CARE W/H.....	3,370.94
SOCIAL SECURITY ADMINISTRATION	WAGE ATTACHMENT - OTHER.....		100.00
TG COLLECTIONS	WAGE ATTACHMENT - OTHER.....		198.00
UNITED WAY OF CHESTER COUNTY	UNITED WAY.....		53.00
WILLIAM C MILLER TRUSTEE	WAGE ATTACHMENT - OTHER.....		632.50
AT & T MOBILITY II LLC	Communications / Postage.....		127.60
EAGLE DISPOSAL OF PA INC	Disposal Svcs.....		12,141.00
REPUBLIC SERVICES INC	Disposal Svcs.....		665.60
VERIZON BUSINESS	Communications / Postage.....		3,307.35
ADAM B KRASSEN	12/15 BOYS BASKETBALL 9TH WEST CHE		49.00
ANTHONY PORRECA	12/2 GIRLS BASKETBALL MS SB GREAT		90.00
ANTHONY STEVENSON	12/17 BOYS BASKETBALL VAR WC RUSTI		70.00
BART A MCKINLEY	12/9 GIRLS BASKETBALL AVON GROVE..		90.00
ARMORY FOUNDATION	1/20/21 NEW BALANCE GAMES.....		539.00
BRYANT MOORE	11/30 GIRLS BASKETBALL MS SB CHICH		90.00
DARRELL L STERLING	REISSUE CHECK # 5908.....		70.00
DAVID W TRIPP	11/29 GIRLS BASKETBALL V/JV CONRAD		35.00
EARL S JOHNSON	12/5 BOYS BASKETBALL V NORRISTOWN.		35.00
EDWARD TABBUT	11/30 GIRLS BASKETBALL MS STETSON.		60.00
JAMES G SHAW	12/17 BOYS BASKETBALL JV CASD WC R	12/15 BOYS BASKETBALL 9TH GR WC EA	105.00
JASON JAMES	12/5 BOYS BASKETBALL V NORRISTOWN.		35.00
JEFFREY F SWISHER	12/5 GIRLS BASKETBALL MS SB PATTON		90.00
MARK A CUTRONA	12/5 BOYS BSKETBALL JV NORRISTOWN.		28.00
MARLIN MEACHEM	12/15 BOYS BASKETBALL VAR AVON GRO		70.00
MICHAEL CAMPBELL	REISSUE CHECK # 2336.....		55.00

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
MICHAEL WASSON	12/9 WRESTLING MS SB PENNS GROVE..		60.00
MIKE HACKE	12/15 BOYS BASKETBALL VAR AVON GRO		70.00
PAUL BRUNO	12/6 BOYS BASKETBALL CASH NORRISTO		35.00
PAUL GRACI	REISSUE CHECK # 5729.....		49.00
RICHARD R MATTIONI	12/5 GIRLS BASKETBALL MS SB PATTON		90.00
ROBERT E MULL	12/17 BOYS BSKETBALL VAR WC RUSTIN		70.00
ROBERT VERNON BREWER	REISSUE CHECK #1131.....	REISSUE CHECK # 974.....	127.00
THOMAS A DESHULA	11/30 GIRLS BASKETBALL MS SB CHICH		90.00
PIAA DISTRICT ONE	REISSUE CHECK # 5910.....		80.00
STEVEN A PERRY	1215 BOYS BASKETBALL VAR AVON GROV	12/6 BOYS BASKETBALL CASH NORRISTO	105.00
WILLIAM C OBRIEN SR	12/17 BOYS BASKETBALL VAR WEST CHE		70.00
DARRELL GUY	12/9 GIRLS BASKETBALL MS AVON GROV		90.00
JAMES KEENAN	REISSUE CHECK # 1959.....		67.00
DAVID HARLAN	12/6 BOYS BASKETBALL JV CASH NORRI		28.00
BERNARD J BARRETT	12/2 GIRLS BASKETBALL MS SB GREAT		90.00
SCOTT A DEDE	11/30 GIRLS BASKETBALL MS STETSON		60.00
KEVIN J BLOOMFIELD	12/15 BOYS BASKETBALL JV AVON GR.		56.00
DAN GREER	12/2 WRESTLING MS SB DTOWN MS.....		60.00
PTFCA	2/11 PTFCA INDOOR CARNIVAL.....		100.00
21ST CENTURY CYBER CHARTER SCH	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	24,415.15
21ST CENTURY MEDIA		Advertising.....	530.66
NEWSPAPERS LLC			
A J BLOSENSKI INC	Disposal Svcs.....		300.27
ABS TRANSLATION & INTERPRETING	TITLE III - Translation Svcs.....		6,256.00
ACHIEVEMENT HOUSE CHARTER SCHO	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	5,005.45
AGORA CYBER CHARTER SCHOOL	CHARTER SCHOOLS - TUITION.....	Tuition - Charter Schools.....	12,255.21
AHOLD FINANCIAL SERVICES LLC	General Supplies - Family Stud....		1,111.61
ALICIA A HINES	Tuition Reimb - Secondary.....		2,385.00
AMANDA L CAVITT	Tuition Reimb - Elementary.....		190.83
AMSTERDAM PRINTING & LITHO	General Supplies.....		303.66
AMY L TOTH	Tuition Reimb - Elementary.....		190.83
ANASTASI LANDSCAPING INC	Repair & Maintenance - Buildin....		25,900.00
AQUA PENNSYLVANIA INC	Water/Sewer.....		2,544.64
AVON GROVE CHARTER SCHOOL	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	292,794.34
Apple Press Ltd.	Printing & Binding.....		233.00
BARNES & NOBLE	Books & Periodicals.....		1,736.85

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
BAYADA HOME HEALTHCARE INC	PROFESS-EDUCATIONAL SVCS.....	Multi Handicap - Prof Svcs.....	11,936.74
BAYRIDGE CONSORTIUM INC	Title II - PD Training.....		7,347.86
BENCHMARK EDUCATION COMPANY LLC			75.90
BERKHEIMER TAX ADMINISTRATOR	Other Professional Services.....		4,383.00
BEST PLUMBING SPECIALTIES INC	General Supplies.....		790.32
BETHLEHEM AREA SCHOOL DISTRICT	Tuition - Other LEA's.....		4,772.90
BLICK ART MATERIALS LLC	General Supplies.....		54.35
BREANNA M KRISTON	Tuition Reimb - Elementary.....		2,268.00
BUXMONT ACADEMY	TUITION APS.....		2,521.80
CALHOUN ASSOCIATES INC	General Supplies.....		2,434.61
CALN TOWNSHIP / CTMA	Water/Sewer.....		670.83
CARI JONES	Tuition Reimb - Elementary.....		4,086.00
CAROL A HEINDEL	Travel.....		20.20
CASD - FOOD SERVICE	Meals/Refreshments.....		2,424.50
CCIU #24 - GENERAL FUND	Rental & Sinking Fund Payments....	Custodial Services.....	255,036.76
CCIU #24 - GENERAL FUND	General Supplies.....		40.00
CHESTER COUNTY RESPITE NETWORK	PROFESS-EDUCATIONAL SVCS.....		59,646.00
CDW-G	General Supplies.....	General Supplies - Science.....	185.25
CEDAR GROVE ENVIRONMENTAL	Repair & Maintenance - Equipme....		40.00
CES INC	Repair & Maintenance - Equipme....	General Supplies.....	1,910.30
CHAMISE S TAYLOR	Tuition Reimb - Secondary.....		4,464.00
CHESTER COUNTY FAMILY ACADEMY	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	39,327.50
CHOR YOUTH & FAMILY SERVICES I	TUITION PRRI/DETENTION.....		3,150.00
CHRISTOPHER J CANTWELL	Tuition Reimb - Secondary.....		866.25
CINTAS CORPORATION NO 2	Linen / Drycleaning.....		849.01
COLLEGIUM CHARTER SCHOOL	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	1,979,034.90
COLONIAL ELEC SUPPLY CO	General Supplies.....		5,637.77
COMMONWEALTH CONNECTIONS ACADEMY	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	27,726.07
COMMONWEALTH OF PENNSYLVANIA	Othr Curr Liabilities - Unpaid....		1,113.32
CRITICARE	PROFESS-EDUCATIONAL SVCS.....		15,841.75
DANIEL R & ERIKA F METZLER	Real Estate Taxes.....		2,723.59
DANIELLE F PALMER	Tuition Reimb - Elementary.....		1,674.00

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
DARLENE M SCHOENLY	Title II - PD Training.....		9,500.00
DELAWARE CO IU			320.00
DICK BLICK COMPANY	General Supplies - Art.....		401.51
DR ROBERT KETTERER CHARTER SCH	CHARTER SCHOOLS - TUITION.....		6,240.74
Dell Financial Services	Lease/Rentl-Hardwar/Techn.....		383,086.52
EAGLE DISPOSAL OF PA INC	Disposal Svcs.....		6,333.00
EBS HEALTHCARE	OTHER PROFESSIONAL SVCS.....		109,991.54
ECONOMY GLASS SPECIALISTS	Repair & Maintenance - Buildin....		435.00
EDCO Awards & Specialities	General Supplies.....		25.60
EDUCATION & COMMUNITY SUPPORTS	Admin. Software License.....		350.00
EFAX CORPORATE	Communications / Postage.....		749.50
ELIZABETH A BADMANN	Tuition Reimb - Elementary.....		5,625.00
EUROFINS QC INC	General Supplies.....		114.00
EXERTECH	Repair & Maintenance - Equipme....		315.00
FASTENAL COMPANY	General Supplies.....		14.01
FELESHA L FOGG	Tuition Reimb - Elementary.....		175.00
FLINN SCIENTIFIC INC	General Supplies - Science.....		6,281.00
FOLLETT SCHOOL SOLUTIONS INC	Books & Periodicals.....		856.19
FRECOM WIRELESS	Non-Cap Equip Replacement.....		3,697.50
GENERAL SUPPLY CO	General Supplies.....		3,432.00
GOPHER SPORT	General Supplies.....		3,192.24
GREEN VALLEY ACADEMY	Tuition to Non-Public Schools.....		22,770.00
GREG A VIETRI INC	Repair & Maintenance - Buildin....		16,287.95
GROVE CITY AREA SCHOOL DISTRIC	Tuition - Other LEA's.....		1,844.80
HARRISON SUPPLY	General Supplies.....		163.25
HATT'S INDUSTRIAL SUPPLIES INC	General Supplies.....		590.93
HEALTH ADVOCATE INC	Other Professional Svcs.....		1,145.20
HEINEMANN DBA	Title I - Supplies.....		6,027.70
HOFFMAN HOMES INC	Tuition - Other LEA's.....		6,517.50
IMPACT APPLICATIONS INC	Other Professional Services.....		1,200.00
INSIGHT WORKFORCE SOLUTIONS INC			71,576.87
INX TECHNOLOGY CORPORATION OF PA	Repair & Maintenance - Buildin....		16,242.80
IRIS COMPANIES LTD	General Supplies.....		174.64

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
J W MAXWELL & SON INC	General Supplies.....		11.28
JASON E CASTALDI	General Supplies.....		75.03
JEFFREY E & LAUREN E FORGACH	Real Estate Taxes.....		4,203.06
JERRY & CHERYL KEYSER	Real Estate Taxes.....		1,724.95
JOHNSON CONTROLS INC	Repair & Maintenance - Buildin....		25,677.44
JOHNSTONE SUPPLY	General Supplies.....		167.62
JONES SCHOOL SUPPLY COMPANY	General Supplies.....		25.04
IN			
JOSEPH L MACNAMARA JR	Tuition Reimb - Secondary.....		4,464.00
KEEN COMPRESSED GAS COMPANY	Bottled Gas (Not Heat).....		26.24
KELLY J COLE	Tuition Reimb - Secondary.....		1,676.25
KELLYS SPORTS LTD	General Supplies.....	Repair & Maintenance - Equipme....	1,116.00
KING SPRY HERMAN FREUND&	Legal Fees.....		3,424.34
FAUL LLC			
KISTLER OBRIEN FIRE	General Supplies.....	Repair & Maintenance - Buildin....	2,084.00
PROTECTION			
KLEINBARD LLC	Legal Fees.....		1,889.32
GEORGE KRAPF JR & SONS INC		Contracted Carriers.....	1,099,547.63
KRISTINE & BRIAN PARKES LLC	Other Professional Services.....		1,200.00
KURTZ BROTHERS	General Supplies.....		44.91
LAMB MCERLANE PC	Legal Fees.....		9,905.68
LANGUAGE LINE SERVICES INC	TITLE III - Translation Svcs.....		374.75
LDP INC	OTHER PROFESSIONAL SVCS.....		707.00
LEEDSWEST INVESTMENT GROUP	Repair & Maintenance - Buildin....	Repair & Maintenance - Equipme....	1,656.81
LESLIES SWIMMING POOL	General Supplies.....		50.98
SUPPLIES			
LOUIS J & MARJORIE R CAPASSO	Real Estate Taxes.....		2,439.93
LOW-RISE ELEVATOR CO INC	Repair & Maintenance - Buildin....	Repair & Maintenance - Equipme....	1,447.50
Levin Legal Group. P.C.	Legal Fees.....		30,085.70
Logic Choice Business	Communications / Postage.....		37,180.50
Technologies, LLC			
MAILLIE LLP			13,250.00
MAKEMUSIC INC	Educ. Software/License Fees.....		140.00
MARKS PLUMBING PARTS	General Supplies.....		825.14
MARY G CONLAN	Tuition Reimb - Secondary.....		4,185.00
MATTHEW T HANDERHAN	Tuition Reimb - Secondary.....		1,271.25
MENCHEY MUSIC SERVICE	General Supplies - Music.....		261.24
MERIDAN BANK	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	4,279.63
MICHAEL EHINGER	Books & Periodicals - Science.....		2,134.32

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
MONARCH STAFFING	Attendance - Prof Services.....		3,027.07
MONOPRICE INC	General Supplies.....		92.60
MONTGOMERY COUNTY			925.00
INTERMEDIATE UNIT #23			
MRS Audio Visual Inc.			3,965.00
NAPA AUTO PARTS	General Supplies.....		9.99
NASCO	General Supplies - SCIENCE.....		9.48
NATIONAL COUNCIL FOR	NITT - Supplies.....		2,400.00
BEHAVIORAL HEALTH			
NATIONAL ENERGY CONTROLS	General Supplies.....		1,875.37
CORP			
NETDOCUMENTS	PROFESSIONAL SERVICES.....		400.00
NEXVORTEX INC	Communications / Postage.....		2,534.27
OFFICE DEPOT	General Supplies.....		1,872.00
PA ASSOC OF ELEMENTARY SCH	Dues & Fees.....		595.00
PRI			
PA ASSOC OF SCHOOL			375.00
ADMINISTRAT			
PA ASSOCIATION FOR GIFTED			115.00
CHILDREN			
PA CYBER CHARTER SCHOOL	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	32,574.57
PA DISTANCE LEARNING CHARTER	Tuition - Charter Schools.....		1,694.67
S			
PA LEADERSHIP CHARTER SCH	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	125,450.04
PA VIRTUAL CHARTER SCHOOL	Tuition - Charter Schools.....		28,651.81
PA-AMERICAN WATER COMPANY	Water/Sewer.....		6,196.98
PAESSP	Dues & Fees.....		1,190.00
PAMELA HERR	Tuition Reimb - Elementary.....		1,440.00
PASBO			80.00
PATRICIA A VETTER	TITLE III - Translation Svcs.....		37.50
PATTERSON MEDICAL SUPPLY INC	General Supplies.....		3,874.54
PDM SERVICE COMPANY INC	Repair & Maintenance - Buildin....		502.50
PITNEY BOWES GLOBAL			485.00
FINANCIAL SERVICES LLC			
PROASYS INC	Water/Sewer.....		1,885.83
PROJECTOR LAMP SOURCE	General Supplies.....		245.74
PA SCHOOL BOARDS ASSOCIATION			465.00
QUAKERTOWN COMMUNITY SCHOOL	Tuition - Other LEA's.....		360.85

\* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
DI			
QUILL CORPORATION	General Supplies - Business Ed....	General Supplies - Technology.....	3,030.59
RAPTOR TECHNOLOGIES LLC	General Supplies.....		300.00
REACH CYBER CHARTER SCHOOL	CHARTER SCHOOLS - TUITION.....	Tuition - Charter Schools.....	31,648.91
RENAISSANCE ACADEMY-EDISON	Tuition - Charter Schools.....		11,946.95
CHA			
REPUBLIC SERVICES INC	Disposal Svcs.....		601.60
RITE ENVELOPE & GRAPHICS INC	General Supplies.....		296.45
ROBERT BROWN ASSOCIATES INC	Repair & Maintenance - Equipme....		2,871.91
RevTrak			569.70
Ricoh USA Inc.		Lease/Rentl Hardwar/Techn.....	14,008.46
SANE	General Supplies.....		1,084.08
SARGENTS COURT REPORTING	Legal Fees.....		5,411.50
SERVICE INC			
SCHAAD DETECTIVE AGENCY INC	Security/Safety Services.....		28,384.11
SCHOOL DISTRICT INSURANCE	WORKER'S COMP.....		3,922.85
CONS			
SCHOOL SPECIALTY INC	Dues & Fees.....	General Supplies.....	2,898.40
SCOTT ELECTRIC	Supplies/Fees-Technology.....		155.04
SERVICE WHOLESALE INC	General Supplies.....		2,985.00
SHELLER OIL CO INC	Oil (Heat).....		1,027.94
SHERWIN-WILLIAMS PAINT	General Supplies.....		373.44
STEPHANIE M TAYLOR	Tuition Reimb - Secondary.....		798.75
STRATH HAVEN BAND BOOSTERS			70.00
SUBURBAN PROPANE	Bottled Gas (Not Heat).....	Rentals - Equipment.....	143.37
SUMMERS & ZIMS INC	Repair & Maintenance - Buildin....		18,557.61
SUSQUEHANNA MUNICIPAL	Lease/Rentl-Hardwar/Techn.....		16,500.00
FINANCE			
SWEET STEVENS KATZ &	Legal Fees.....		4,614.91
WILLIAMS LLP			
TEAMSTERS LOCAL 384	UNION DUES.....		6,346.12
TENNANT SALES AND SERVICE	Repair & Maintenance - Equipme....		2,293.10
COMPANY			
THE GREEN TREE SCHOOL &	Tuition - Other LEA's.....		4,743.00
SERVICES INC			
THE HORSHAM CLINIC	TUITION PRRI/DETENTION.....		360.00
THE PATHWAY SCHOOL	TUITION APS.....		4,763.74
THE SWIM SHOP	General Supplies.....		1,701.00
TIME ADVANTAGE INC	General Supplies.....		104.25

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
TRANSPERFECT TRANSLATIONS	TITLE III - Translation Svcs.....		290.01
INTERNATIONAL INC			
TREASURE BAY INC	Title I - Supplies.....		516.51
TRI-M GROUP LLC	Repair & Maintenance - Equipme....	Repair & Maintenance - Buildin....	1,442.00
TRINA L DIFRANCESCO	Tuition Reimb - Elementary.....		675.00
TRIPLE FRESH INC	General Supplies - Administrat....		507.52
TROUPE AUTOMOTIVE INC	Repair & Maintenance - Equipme....		1,728.81
TRUSTEES OF THE UNIVERSITY OF PENNSYLVANIA	Title II - PD Training.....		5,400.00
UNITED REFRIGERATION INC	General Supplies.....		1,696.13
US SUPPLY CO INC	General Supplies.....		3,818.02
United Concordia	SELF-INSURANCE DENTAL.....		2,209.80
VERIZON	Communications / Postage.....		344.81
VERIZON BUSINESS	Communications / Postage.....		5,876.43
VICTORIA COOPER	Tuition Reimb - Secondary.....		1,021.50
VILLAGES AT HILLVIEW	Real Estate Taxes.....		54.76
W B MASON CO INC	General Supplies.....		2,697.60
WAYMAN FIRE PROTECTION INC	Repair & Maintenance - Buildin....		7,555.25
WAYNESBORO AREA SCHOOL DISTRICT	Tuition - Other LEA's.....		2,840.96
WINDY HILL TBI LLC	Real Estate Taxes.....		2,421.49
WRIGHT SPECIALTY INSURANCE AGENCY LLC	Legal Fees.....		11,325.77
BETH TRAPANI	Other Professional Svcs.....		3,530.75
PA-AMERICAN WATER COMPANY	210031289666 11/16.....		424.48
PA-AMERICAN WATER COMPANY	210029970860 11/16.....		719.53
PA-AMERICAN WATER COMPANY	210029374189 11/16.....		228.24
PA-AMERICAN WATER COMPANY	210031150430 11/16.....		1,309.07
PA-AMERICAN WATER COMPANY	210029374820 11/16.....		1,349.12
PA-AMERICAN WATER COMPANY	210029374677 11/16.....		2,845.51
RevTrak	RevTrak Nov 2016-Card Reader.....		569.70
PA-AMERICAN WATER COMPANY	220002547132.....		23.05
PA-AMERICAN WATER COMPANY	210030118006.....		57.66
PA-AMERICAN WATER COMPANY	210030116666.....		92.23
IOWA CHILD SUPPORT RECOVERY UNIT	Iowa Child Support.....		201.69
DOMESTIC RELATIONS	ExpertPay.....		2,724.53
IRS/FICA	Fed W/H Tax Pymt.....	FICA pymt-EE.....	514,135.76
PA DEPT OF REVENUE	PA W/H Tax pymt.....		58,637.31

\* Denotes Non-Negotiable Transaction

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
PUBLIC SCHOOL EMPLOYEE RET SYS	PSERS Pymt-Employee.....		280,506.66
PUBLIC SCHOOL EMPLOYEE RET SYS	PSERS Pymt-POS.....		852.42
United Concordia	12/02/2016 - 12/09/2016-Claims....		9,304.89
TSA CONSULTING GROUP INC	403B and Roth Pymt-TSA Consulting.		46,014.21
PA-AMERICAN WATER COMPANY	210030496669 12/16.....		40.55
PA-AMERICAN WATER COMPANY	210032891963 12/16.....		78.82
PA-AMERICAN WATER COMPANY	220002547125 12/16.....		161.90
PA-AMERICAN WATER COMPANY	210029374745 12/16.....		701.03
PA-AMERICAN WATER COMPANY	210031289666 12/16.....		362.89
PUBLIC SCHOOL EMPLOYEE RET SYS	Employer 3rd Qtr Retirement Pymt..		2,137,817.62
IRS/FICA	Fed W/H Tax pymt.....	FICA pymt-EE.....	489,287.01
PA DEPT OF REVENUE	PA W/H Tax pymt.....		56,809.02
DOMESTIC RELATIONS	ExpertPay.....		2,463.55
IOWA CHILD SUPPORT RECOVERY UNIT	Iowa Child Support.....		201.69
RESCHINI AGENCY INC	Stop Loss-December 2016.....	Cobra Admin Fee-December 16.....	15,445.74
RESCHINI AGENCY INC	Medical Claims-11/23/2016.....	Prescription Claims-11/23/2016....	169,788.24
RESCHINI AGENCY INC	Medical Claims-11/30/2016.....	IBC Admin-11/30/2016.....	5,887.72
RESCHINI AGENCY INC	Medical Claims-11/23/2016.....	Medical Access fee-11/23/2016.....	9,093.24
RESCHINI AGENCY INC	Medical Claims-11/30/2016.....	IBC Admin-11/30/2016.....	154,472.80
United Concordia	11/24/2016 - 12/02/2016-Claims....		7,669.00
RESCHINI AGENCY INC	Medical Claims-12/07/2016.....	Prescription Claims-12/07/2016....	163,034.97
RESCHINI AGENCY INC	Medical Claims-12/07/2016.....	Medical Access fee-12/07/2016.....	57,328.71
RESCHINI AGENCY INC	Medical Claims-12/14/2016.....	Capitation-12/14/2016.....	5,394.42
RESCHINI AGENCY INC	Medical Claims-12/14/2016.....	Prescription Claims-12/14/2016....	132,450.45
RESCHINI AGENCY INC	Medical Claims-12/21/2016.....	Medical Access fee-12/21/2016.....	191,084.18
United Concordia	12/09/2016-12/16/2016-Claims.....		17,332.93
RESCHINI AGENCY INC	Medical Claims-12/21/2016.....	Prescription Claims-12/21/2016....	130,628.78
PRUDENTIAL GROUP INSURANCE	October 2016 Premium.....		11,127.31
PRUDENTIAL GROUP INSURANCE	November 2016 Premium.....		11,143.98
PRUDENTIAL GROUP INSURANCE	December 2016 Premium.....		11,103.19
RESCHINI AGENCY INC	Medical Claims-12/28/2016.....	Prescription Claims-12/28/2016....	199,630.01
RESCHINI AGENCY INC	Medical Claims-12/28/2016.....	Vision Claims-12/28/2016.....	12,223.02
United Concordia	12/23/2016 - 12/30/2016-Claims....		11,857.73
United Concordia	12/16/2016 - 12/23/2016-Claims....		11,219.40

\* Denotes Non-Negotiable Transaction

P - Prenote

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# Bills to be Approved

GENERAL FUND - From 12/03/2016 To 01/10/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	10-GENERAL FUND		10,323,268.19
	Grand Total Manual Checks :		4,935,835.96 ✓
	Grand Total Regular Checks :		5,387,432.23 ✓
	Grand Total Direct Deposits:		0.00
	Grand Total Credit Card Payments:		0.00
	Grand Total All Checks :		10,323,268.19

Lum. 1/10/17

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





# Fund Accounting Check Register

CAPITAL PROJECTS - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000239	01/06/2017	L1003000006	17010005	0002342	39-4600-330-000-00-000-000-0000	394600330	571.49
Vendor: 6510 - Schrader Group Architecture LLC					Check Date: 01/06/2017	Check Amount:	571.49
00000240	01/06/2017	L1003000003	17009922	3	39-4600-450-000-00-000-000-0000		5,347.06
Vendor: 6575 - CMSE INC					Check Date: 01/06/2017	Check Amount:	5,347.06
00000241	01/06/2017	L1003000005	17010139	656772	39-4600-450-000-00-000-000-0000		1,439.10
Vendor: 6582 - Schneider Electric					Check Date: 01/06/2017	Check Amount:	1,439.10
00000242	01/06/2017	L1003000001	17009865	5	39-4600-450-000-00-000-000-0000		3,808.10
00000242	01/06/2017	L1003000002	17009865	4	39-4600-450-000-00-000-000-0000		807.50
Vendor: 6616 - Vision Mechanical					Check Date: 01/06/2017	Check Amount:	4,615.60
00000243	01/06/2017	L1003000004	17008269	PAY1	39-4600-330-000-00-000-000-0000	394600330	49,500.81
Vendor: 6617 - Dell Financial Services					Check Date: 01/06/2017	Check Amount:	49,500.81

39-OTHER CAPITAL PROJECTS 61,474.06

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	61,474.06 ✓
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	61,474.06

Louem. 2/1/17

# Bills to be Approved

CAPITAL PROJECTS - From 12/03/2016 To 01/06/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
Schrader Group Architecture LLC	Professional Services.....		571.49
CMSE INC			5,347.06
Schneider Electric			1,439.10
Vision Mechanical			4,615.60
Dell Financial Services	Professional Services.....		49,500.81
	<b>39-OTHER CAPITAL PROJECTS</b>		<b>61,474.06</b>
	Grand Total Manual Checks :		0.00
	Grand Total Regular Checks :		61,474.06 ✓
	Grand Total Direct Deposits:		0.00
	Grand Total Credit Card Payments:		0.00
	Grand Total All Checks :		61,474.06

Approved 2/1/17

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



# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000930	12/16/2016	C1012700001			51-6613-000-000-00-000-000-0000		173.35
Vendor: 6754 - RACHELLE JONES					Check Date: 12/16/2016	Check Amount:	173.35
00000931	01/05/2017	C1028600001			51-6613-000-000-00-000-000-0000		11.45
Vendor: 6740 - ARTIS GRIFFIN					Check Date: 01/05/2017	Check Amount:	11.45
00000932	01/05/2017	L1026100307	17009933	120861	51-3100-610-000-00-000-000-0000		6,201.60
Vendor: 6580 - CAMDEN BAG & PAPER CO LLC					Check Date: 01/05/2017	Check Amount:	6,201.60
00000933	01/05/2017	L1026100013	17010042		51-3100-580-000-00-000-000-0000		55.08
Vendor: 0222 - CHRISTINE CUMENS					Check Date: 01/05/2017	Check Amount:	55.08
00000934	01/05/2017	L1026100011	17009923	65311	51-3100-631-000-00-000-000-0000		126.00
Vendor: 0247 - COCA-COLA BOTTLING COMPANY					Remit # 1 Check Date: 01/05/2017	Check Amount:	126.00
00000935	01/05/2017	L1026100001	17009912	15555	51-3100-432-000-00-000-000-0000		195.00
00000935	01/05/2017	L1026100002	17009912	15441	51-3100-432-000-00-000-000-0000		145.00
00000935	01/05/2017	L1026100003	17009912	15464	51-3100-432-000-00-000-000-0000		1,750.10
00000935	01/05/2017	L1026100004	17009912	15446	51-3100-432-000-00-000-000-0000		353.50
00000935	01/05/2017	L1026100005	17009912	15442	51-3100-432-000-00-000-000-0000		150.00
00000935	01/05/2017	L1026100054	17010043	15554	51-3100-432-000-00-000-000-0000		312.00
Vendor: 6024 - COMMERCIAL KITCHEN REPAIR SERVICE INC					Check Date: 01/05/2017	Check Amount:	2,905.60
00000936	01/05/2017	L1026100015	17009917	7190263	51-3100-631-000-00-000-000-0000		755.95
00000936	01/05/2017	L1026100016	17009917	7194208	51-3100-631-000-00-000-000-0000		870.53
00000936	01/05/2017	L1026100017	17009917	7198212	51-3100-631-000-00-000-000-0000		473.62
00000936	01/05/2017	L1026100018	17009917	7202612	51-3100-631-000-00-000-000-0000		851.79
00000936	01/05/2017	L1026100019	17009917	7190167	51-3100-631-000-00-000-000-0000		659.44
00000936	01/05/2017	L1026100020	17009917	7194212	51-3100-631-000-00-000-000-0000		819.29
00000936	01/05/2017	L1026100021	17009917	7198213	51-3100-631-000-00-000-000-0000		713.46
00000936	01/05/2017	L1026100022	17009917	7202610	51-3100-631-000-00-000-000-0000		624.24
00000936	01/05/2017	L1026100023	17009917	7190267	51-3100-631-000-00-000-000-0000		1,695.30
00000936	01/05/2017	L1026100024	17009917	7194211	51-3100-631-000-00-000-000-0000		1,664.54
00000936	01/05/2017	L1026100025	17009917	7198401	51-3100-631-000-00-000-000-0000		1,648.70
00000936	01/05/2017	L1026100026	17009917	7190266	51-3100-631-000-00-000-000-0000		1,886.25
00000936	01/05/2017	L1026100027	17009917	7194209	51-3100-631-000-00-000-000-0000		91.68
00000936	01/05/2017	L1026100028	17009917	7194210	51-3100-631-000-00-000-000-0000		1,311.27
00000936	01/05/2017	L1026100029	17009917	7198399	51-3100-631-000-00-000-000-0000		26.86

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000936	01/05/2017	L1026100030	17009917	7198400	51-3100-631-000-00-000-000-0000		2,998.38
<b>Vendor: 0447 - FEESERS FOOD DISTRIBUTOR</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount: 17,091.30</b>	
00000937	01/05/2017	L1026100031	17009917	7190168	51-3100-631-000-00-000-000-0000		459.48
00000937	01/05/2017	L1026100032	17009917	7194213	51-3100-631-000-00-000-000-0000		754.52
00000937	01/05/2017	L1026100033	17009917	7198214	51-3100-631-000-00-000-000-0000		632.26
00000937	01/05/2017	L1026100034	17009917	7190261	51-3100-631-000-00-000-000-0000		1,777.06
00000937	01/05/2017	L1026100035	17009917	7194206	51-3100-631-000-00-000-000-0000		1,687.51
00000937	01/05/2017	L1026100036	17009917	7198210	51-3100-631-000-00-000-000-0000		995.59
00000937	01/05/2017	L1026100037	17009917	7190268	51-3100-631-000-00-000-000-0000		1,334.13
00000937	01/05/2017	L1026100038	17009917	7193963	51-3100-631-000-00-000-000-0000		799.39
00000937	01/05/2017	L1026100039	17009917	7198402	51-3100-631-000-00-000-000-0000		891.97
00000937	01/05/2017	L1026100040	17009917	7202609	51-3100-631-000-00-000-000-0000		949.64
00000937	01/05/2017	L1026100041	17009917	7190262	51-3100-631-000-00-000-000-0000		548.01
00000937	01/05/2017	L1026100042	17009917	7194207	51-3100-631-000-00-000-000-0000		364.82
00000937	01/05/2017	L1026100043	17009917	7198211	51-3100-631-000-00-000-000-0000		476.12
00000937	01/05/2017	L1026100044	17009917	7190169	51-3100-631-000-00-000-000-0000		313.60
00000937	01/05/2017	L1026100045	17009917	7194214	51-3100-631-000-00-000-000-0000		395.34
00000937	01/05/2017	L1026100046	17009917	7198215	51-3100-631-000-00-000-000-0000		298.19
00000937	01/05/2017	L1026100047	17009917	7190259	51-3100-631-000-00-000-000-0000		406.93
00000937	01/05/2017	L1026100048	17009917	7194204	51-3100-631-000-00-000-000-0000		529.73
00000937	01/05/2017	L1026100049	17009917	7198208	51-3100-631-000-00-000-000-0000		509.08
00000937	01/05/2017	L1026100050	17009917	7202614	51-3100-631-000-00-000-000-0000		460.31
00000937	01/05/2017	L1026100051	17009917	7190260	51-3100-631-000-00-000-000-0000		860.96
00000937	01/05/2017	L1026100052	17009917	7194205	51-3100-631-000-00-000-000-0000		911.15
00000937	01/05/2017	L1026100053	17009917	7198209	51-3100-631-000-00-000-000-0000		1,736.64
<b>Vendor: 0447 - FEESERS FOOD DISTRIBUTOR</b>					<b>Remit # 1 Check Date: 01/05/2017</b>	<b>Check Amount: 18,092.43</b>	
00000938	01/05/2017	L1026100066	17009926	0011170991	51-3100-631-000-00-000-000-0000		243.24
00000938	01/05/2017	L1026100067	17009926	0011199780	51-3100-631-000-00-000-000-0000		285.88
<b>Vendor: 6689 - HERSHEY'S CREAMERY COMPANY</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount: 529.12</b>	
00000939	01/05/2017	L1026100074	17009830	305174	51-3100-442-000-00-000-000-0000		600.00
<b>Vendor: 0639 - JOHN J CASSIDY</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount: 600.00</b>	
00000940	01/05/2017	L1026100014	17009916	12-39-16	51-3100-610-000-00-000-000-0000		1,318.20

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

01/06/2017 12:20:59 PM

Coatesville Area School District

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 6287 - KDR ETC INC</b>					<b>Check Date: 01/05/2017</b>		<b>Check Amount: 1,318.20</b>
00000941	01/05/2017	L1026100069	17009925	21125	51-3100-631-000-00-000-000-0000		50.80
00000941	01/05/2017	L1026100070	17009925	21124	51-3100-631-000-00-000-000-0000		127.00
00000941	01/05/2017	L1026100071	17009925	21123	51-3100-631-000-00-000-000-0000		76.20
00000941	01/05/2017	L1026100072	17009925	21127	51-3100-631-000-00-000-000-0000		76.20
00000941	01/05/2017	L1026100073	17009925	21126	51-3100-631-000-00-000-000-0000		127.00
<b>Vendor: 2217 - LINDEN COOKIES INC</b>					<b>Check Date: 01/05/2017</b>		<b>Check Amount: 457.20</b>
00000942	01/05/2017	L1026100006	17009913	J041087	51-3100-631-000-00-000-000-0000		392.00
00000942	01/05/2017	L1026100007	17009913	J041292	51-3100-631-000-00-000-000-0000		392.00
00000942	01/05/2017	L1026100008	17009913	J041211	51-3100-631-000-00-000-000-0000		392.00
00000942	01/05/2017	L1026100009	17009913	J041088	51-3100-631-000-00-000-000-0000		294.00
<b>Vendor: 0905 - MICKEYS WHOLESALE PIZZAS</b>					<b>Check Date: 01/05/2017</b>		<b>Check Amount: 1,470.00</b>
00000943	01/05/2017	L1026100176	17009910	110116100071	51-3100-631-000-00-000-000-0000		72.16
00000943	01/05/2017	L1026100177	17009910	110216100061	51-3100-631-000-00-000-000-0000		69.34
00000943	01/05/2017	L1026100178	17009910	110616100075	51-3100-631-000-00-000-000-0000		56.17
00000943	01/05/2017	L1026100179	17009910	110316100068	51-3100-631-000-00-000-000-0000		37.38
00000943	01/05/2017	L1026100180	17009910	110916100068	51-3100-631-000-00-000-000-0000		74.05
00000943	01/05/2017	L1026100181	17009910	111016100075	51-3100-631-000-00-000-000-0000		36.68
00000943	01/05/2017	L1026100182	17009910	111116100073	51-3100-631-000-00-000-000-0000		40.57
00000943	01/05/2017	L1026100183	17009910	111416100081	51-3100-631-000-00-000-000-0000		46.44
00000943	01/05/2017	L1026100184	17009910	111516100065	51-3100-631-000-00-000-000-0000		92.54
00000943	01/05/2017	L1026100185	17009910	111616100069	51-3100-631-000-00-000-000-0000		101.68
00000943	01/05/2017	L1026100186	17009910	111816100075	51-3100-631-000-00-000-000-0000		37.08
00000943	01/05/2017	L1026100187	17009910	112116100072	51-3100-631-000-00-000-000-0000		44.15
00000943	01/05/2017	L1026100188	17009910	112216100065	51-3100-631-000-00-000-000-0000		49.24
00000943	01/05/2017	L1026100189	17009910	112816100076	51-3100-631-000-00-000-000-0000		44.15
00000943	01/05/2017	L1026100190	17009910	112916100071	51-3100-631-000-00-000-000-0000		106.52
00000943	01/05/2017	L1026100191	17009910	113016100062	51-3100-631-000-00-000-000-0000		71.63
00000943	01/05/2017	L1026100192	17009910	110116100072	51-3100-631-000-00-000-000-0000		63.21
00000943	01/05/2017	L1026100193	17009910	110216100062	51-3100-631-000-00-000-000-0000		35.93
00000943	01/05/2017	L1026100194	17009910	110316100076	51-3100-631-000-00-000-000-0000		47.90
00000943	01/05/2017	L1026100195	17009910	110316100069	51-3100-631-000-00-000-000-0000		41.38

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000943	01/05/2017	L1026100196	17009910	110916100069	51-3100-631-000-00-000-000-0000		66.74
00000943	01/05/2017	L1026100197	17009910	111016100076	51-3100-631-000-00-000-000-0000		47.90
00000943	01/05/2017	L1026100198	17009910	111116100074	51-3100-631-000-00-000-000-0000		41.38
00000943	01/05/2017	L1026100199	17009910	111416100082	51-3100-631-000-00-000-000-0000		67.70
00000943	01/05/2017	L1026100200	17009910	111516100066	51-3100-631-000-00-000-000-0000		78.37
00000943	01/05/2017	L1026100201	17009910	111616100070	51-3100-631-000-00-000-000-0000		95.80
00000943	01/05/2017	L1026100202	17009910	111816100076	51-3100-631-000-00-000-000-0000		41.38
00000943	01/05/2017	L1026100203	17009910	112116100073	51-3100-631-000-00-000-000-0000		50.11
00000943	01/05/2017	L1026100204	17009910	112216100066	51-3100-631-000-00-000-000-0000		42.68
00000943	01/05/2017	L1026100205	17009910	112816100077	51-3100-631-000-00-000-000-0000		105.71
00000943	01/05/2017	L1026100206	17009910	112916100072	51-3100-631-000-00-000-000-0000		50.11
00000943	01/05/2017	L1026100207	17009910	113016100063	51-3100-631-000-00-000-000-0000		59.88
00000943	01/05/2017	L1026100208	17009910	111416100083	51-3100-631-000-00-000-000-0000		43.86
00000943	01/05/2017	L1026100209	17009910	111516100067	51-3100-631-000-00-000-000-0000		47.90
00000943	01/05/2017	L1026100210	17009910	112116100074	51-3100-631-000-00-000-000-0000		36.38
00000943	01/05/2017	L1026100211	17009910	112216100067	51-3100-631-000-00-000-000-0000		48.88
00000943	01/05/2017	L1026100212	17009910	112916100073	51-3100-631-000-00-000-000-0000		44.45
00000943	01/05/2017	L1026100213	17009910	110216100063	51-3100-631-000-00-000-000-0000		53.20
00000943	01/05/2017	L1026100214	17009910	111416100084	51-3100-631-000-00-000-000-0000		129.24
00000943	01/05/2017	L1026100215	17009910	112816100078	51-3100-631-000-00-000-000-0000		132.60
00000943	01/05/2017	L1026100216	17009910	113016100064	51-3100-631-000-00-000-000-0000		44.85
00000943	01/05/2017	L1026100217	17009910	110116100073	51-3100-631-000-00-000-000-0000		62.35
00000943	01/05/2017	L1026100218	17009910	110316100077	51-3100-631-000-00-000-000-0000		38.87
00000943	01/05/2017	L1026100219	17009910	110916100070	51-3100-631-000-00-000-000-0000		40.17
00000943	01/05/2017	L1026100220	17009910	111416100085	51-3100-631-000-00-000-000-0000		50.32
00000943	01/05/2017	L1026100221	17009910	111516100068	51-3100-631-000-00-000-000-0000		59.88
00000943	01/05/2017	L1026100222	17009910	111616100071	51-3100-631-000-00-000-000-0000		48.45
00000943	01/05/2017	L1026100223	17009910	112116100075	51-3100-631-000-00-000-000-0000		53.42
00000943	01/05/2017	L1026100224	17009910	112216100068	51-3100-631-000-00-000-000-0000		45.84
00000943	01/05/2017	L1026100225	17009910	112816100079	51-3100-631-000-00-000-000-0000		36.90
00000943	01/05/2017	L1026100226	17009910	112916100074	51-3100-631-000-00-000-000-0000		43.08
00000943	01/05/2017	L1026100227	17009910	113016100065	51-3100-631-000-00-000-000-0000		41.09

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0000943	01/05/2017	L1026100228	17009910	110116100074	51-3100-631-000-00-000-000-0000		80.51
0000943	01/05/2017	L1026100229	17009910	110216100064	51-3100-631-000-00-000-000-0000		29.76
0000943	01/05/2017	L1026100230	17009910	110916100071	51-3100-631-000-00-000-000-0000		42.96
0000943	01/05/2017	L1026100231	17009910	111416100086	51-3100-631-000-00-000-000-0000		61.88
0000943	01/05/2017	L1026100232	17009910	111516100069	51-3100-631-000-00-000-000-0000		59.88
0000943	01/05/2017	L1026100233	17009910	111616100072	51-3100-631-000-00-000-000-0000		23.95
0000943	01/05/2017	L1026100234	17009910	111716100072	51-3100-631-000-00-000-000-0000		36.38
0000943	01/05/2017	L1026100235	17009910	112216100069	51-3100-631-000-00-000-000-0000		45.29
0000943	01/05/2017	L1026100236	17009910	112816100080	51-3100-631-000-00-000-000-0000		26.28
0000943	01/05/2017	L1026100237	17009910	113016100066	51-3100-631-000-00-000-000-0000		37.38
0000943	01/05/2017	L1026100238	17009910	111416100087	51-3100-631-000-00-000-000-0000		49.31
0000943	01/05/2017	L1026100239	17009910	112116100076	51-3100-631-000-00-000-000-0000		14.55
0000943	01/05/2017	L1026100240	17009910	112816100081	51-3100-631-000-00-000-000-0000		71.17
0000943	01/05/2017	L1026100241	17009910	111416100088	51-3100-631-000-00-000-000-0000		36.58
0000943	01/05/2017	L1026100242	17009910	111516100070	51-3100-631-000-00-000-000-0000		47.90
0000943	01/05/2017	L1026100243	17009910	112116100077	51-3100-631-000-00-000-000-0000		29.10
0000943	01/05/2017	L1026100244	17009910	112216100070	51-3100-631-000-00-000-000-0000		35.19
0000943	01/05/2017	L1026100245	17009910	112916100075	51-3100-631-000-00-000-000-0000		36.98
0000943	01/05/2017	L1026100246	17009910	110316100070	51-3100-631-000-00-000-000-0000		39.54
0000943	01/05/2017	L1026100247	17009910	111416100089	51-3100-631-000-00-000-000-0000		128.61
0000943	01/05/2017	L1026100248	17009910	112116100078	51-3100-631-000-00-000-000-0000		66.45
0000943	01/05/2017	L1026100249	17009910	112816100082	51-3100-631-000-00-000-000-0000		37.38
0000943	01/05/2017	L1026100250	17009910	110216100065	51-3100-631-000-00-000-000-0000		29.10
0000943	01/05/2017	L1026100251	17009910	110916100072	51-3100-631-000-00-000-000-0000		21.83
0000943	01/05/2017	L1026100252	17009910	111416100090	51-3100-631-000-00-000-000-0000		49.63
0000943	01/05/2017	L1026100253	17009910	111516100071	51-3100-631-000-00-000-000-0000		95.98
0000943	01/05/2017	L1026100254	17009910	112116100079	51-3100-631-000-00-000-000-0000		29.10
0000943	01/05/2017	L1026100255	17009910	112216100071	51-3100-631-000-00-000-000-0000		61.60
0000943	01/05/2017	L1026100256	17009910	112816100083	51-3100-631-000-00-000-000-0000		26.51
0000943	01/05/2017	L1026100257	17009910	112916100076	51-3100-631-000-00-000-000-0000		85.22
0000943	01/05/2017	L1026100258	17009910	113016100067	51-3100-631-000-00-000-000-0000		32.01
0000943	01/05/2017	L1026100259	17009910	110916100073	51-3100-631-000-00-000-000-0000		86.21

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00000943	01/05/2017	L1026100260	17009910	111416100091	51-3100-631-000-00-000-000-0000		91.55
00000943	01/05/2017	L1026100261	17009910	112216100072	51-3100-631-000-00-000-000-0000		50.93
00000943	01/05/2017	L1026100262	17009910	112816100084	51-3100-631-000-00-000-000-0000		93.31
00000943	01/05/2017	L1026100263	17009910	113016100068	51-3100-631-000-00-000-000-0000		59.32
<b>Vendor: 0915 - MORABITO BAKING CO INC</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>4,867.02</b>
00000944	01/05/2017	L1026100055	17010044	47335133	51-3100-390-000-00-000-000-0000		1,297.29
00000944	01/05/2017	L1026100056	17010031	47305558	51-3100-390-000-00-000-000-0000		1,297.29
00000944	01/05/2017	L1026100075	17009829	47204809	51-3100-390-000-00-000-000-0000		858.87
00000944	01/05/2017	L1026100076	17009829	47204809	51-3100-390-000-00-000-000-0000		16.80
<b>Vendor: 6285 - OFFICE TEAM</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>3,470.25</b>
00000945	01/05/2017	L1026100010	17009914		51-3100-580-000-00-000-000-0000		20.09
<b>Vendor: 1618 - PAULA JONES</b>					<b>Remit # 1 Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>20.09</b>
00000946	01/05/2017	L1026100058	17009982	475137	51-3100-631-000-00-000-000-0000		153.51
00000946	01/05/2017	L1026100059	17009982	475138	51-3100-631-000-00-000-000-0000		57.12
00000946	01/05/2017	L1026100060	17009982	475139	51-3100-631-000-00-000-000-0000		53.55
00000946	01/05/2017	L1026100061	17009982	475140	51-3100-631-000-00-000-000-0000		60.69
00000946	01/05/2017	L1026100062	17009982	475141	51-3100-631-000-00-000-000-0000		53.55
00000946	01/05/2017	L1026100063	17009982	475142	51-3100-631-000-00-000-000-0000		60.69
00000946	01/05/2017	L1026100064	17009982	475143	51-3100-631-000-00-000-000-0000		53.55
00000946	01/05/2017	L1026100065	17009982	475144	51-3100-631-000-00-000-000-0000		749.70
<b>Vendor: 1058 - PHILA WAREHOUSE &amp; COLD STORAGE</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>1,242.36</b>
00000947	01/05/2017	L1026100057	17009990	98234773	51-3100-610-000-00-000-000-0000		255.98
00000947	01/05/2017	L1026100068	17009924	98087401	51-3100-610-000-00-000-000-0000		67.26
<b>Vendor: 1103 - QUILL CORPORATION</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>323.24</b>
00000948	01/05/2017	L1016100001	17007665	97921052	51-3100-448-000-00-000-000-0000		64.00
<b>Vendor: 2120 - Ricoh USA Inc.</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>64.00</b>
00000949	01/05/2017	L1026100173	17009909	RCV	51-3100-631-000-00-000-000-0000		2,784.00
00000949	01/05/2017	L1026100174	17009909	CALN	51-3100-631-000-00-000-000-0000		2,668.00
00000949	01/05/2017	L1026100175	17009909	RB	51-3100-631-000-00-000-000-0000		4,060.00
<b>Vendor: 1245 - SMART PARTNERS LLC</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>9,512.00</b>
00000950	01/05/2017	L1026100012	17010114	54649456-00	51-3100-432-000-00-000-000-0000		51.19
<b>Vendor: 1383 - UNITED REFRIGERATION INC</b>					<b>Check Date: 01/05/2017</b>	<b>Check Amount:</b>	<b>51.19</b>

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00000951	01/05/2017	L1026100264	17009911	1357693	51-3100-631-000-00-000-000-0000		1,777.58
00000951	01/05/2017	L1026100265	17009911	1833429	51-3100-631-000-00-000-000-0000		1,296.88
00000951	01/05/2017	L1026100266	17009911	2245081	51-3100-631-000-00-000-000-0000		971.06
00000951	01/05/2017	L1026100267	17009911	1357694	51-3100-631-000-00-000-000-0000		1,057.85
00000951	01/05/2017	L1026100268	17009911	1598484	51-3100-631-000-00-000-000-0000		1,213.86
00000951	01/05/2017	L1026100269	17009911	1833422	51-3100-631-000-00-000-000-0000		2,156.62
00000951	01/05/2017	L1026100270	17009911	2245082	51-3100-631-000-00-000-000-0000		1,397.95
00000951	01/05/2017	L1026100271	17009911	1357692	51-3100-631-000-00-000-000-0000		924.61
00000951	01/05/2017	L1026100272	17009911	1598486	51-3100-631-000-00-000-000-0000		1,358.69
00000951	01/05/2017	L1026100273	17009911	1833426	51-3100-631-000-00-000-000-0000		1,746.19
00000951	01/05/2017	L1026100274	17009911	2245080	51-3100-631-000-00-000-000-0000		1,555.04
00000951	01/05/2017	L1026100275	17009911	1345309	51-3100-631-000-00-000-000-0000		656.54
00000951	01/05/2017	L1026100276	17009911	1586482	51-3100-631-000-00-000-000-0000		303.62
00000951	01/05/2017	L1026100277	17009911	1824705	51-3100-631-000-00-000-000-0000		791.61
00000951	01/05/2017	L1026100278	17009911	2239337	51-3100-631-000-00-000-000-0000		830.25
00000951	01/05/2017	L1026100279	17009911	1357690	51-3100-631-000-00-000-000-0000		588.81
00000951	01/05/2017	L1026100280	17009911	1598487	51-3100-631-000-00-000-000-0000		413.48
00000951	01/05/2017	L1026100281	17009911	1833428	51-3100-631-000-00-000-000-0000		458.67
00000951	01/05/2017	L1026100282	17009911	2245078	51-3100-631-000-00-000-000-0000		696.91
00000951	01/05/2017	L1026100283	17009911	1345307	51-3100-631-000-00-000-000-0000		297.89
00000951	01/05/2017	L1026100284	17009911	1586479	51-3100-631-000-00-000-000-0000		546.44
00000951	01/05/2017	L1026100285	17009911	1824703	51-3100-631-000-00-000-000-0000		436.65
00000951	01/05/2017	L1026100286	17009911	2239335	51-3100-631-000-00-000-000-0000		590.84
00000951	01/05/2017	L1026100287	17009911	1357691	51-3100-631-000-00-000-000-0000		599.95
00000951	01/05/2017	L1026100288	17009911	1598488	51-3100-631-000-00-000-000-0000		793.74
00000951	01/05/2017	L1026100289	17009911	1833427	51-3100-631-000-00-000-000-0000		657.33
00000951	01/05/2017	L1026100290	17009911	2245079	51-3100-631-000-00-000-000-0000		869.67
00000951	01/05/2017	L1026100291	17009911	1345308	51-3100-631-000-00-000-000-0000		1,550.81
00000951	01/05/2017	L1026100292	17009911	1586480	51-3100-631-000-00-000-000-0000		1,510.37
00000951	01/05/2017	L1026100293	17009911	1824704	51-3100-631-000-00-000-000-0000		2,098.84
00000951	01/05/2017	L1026100294	17009911	2239336	51-3100-631-000-00-000-000-0000		1,457.66
00000951	01/05/2017	L1026100295	17009911	1357689	51-3100-631-000-00-000-000-0000		722.08

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00000951	01/05/2017	L1026100296	17009911	1598482	51-3100-631-000-00-000-000-0000		918.60
00000951	01/05/2017	L1026100297	17009911	1833425	51-3100-631-000-00-000-000-0000		1,001.72
00000951	01/05/2017	L1026100298	17009911	2245077	51-3100-631-000-00-000-000-0000		1,219.35
00000951	01/05/2017	L1026100299	17009911	1357688	51-3100-631-000-00-000-000-0000		480.46
00000951	01/05/2017	L1026100300	17009911	1598483	51-3100-631-000-00-000-000-0000		801.59
00000951	01/05/2017	L1026100301	17009911	1833423	51-3100-631-000-00-000-000-0000		318.84
00000951	01/05/2017	L1026100302	17009911	2245076	51-3100-631-000-00-000-000-0000		727.13
00000951	01/05/2017	L1026100303	17009911	1345310	51-3100-631-000-00-000-000-0000		1,070.36
00000951	01/05/2017	L1026100304	17009911	1586481	51-3100-631-000-00-000-000-0000		1,482.96
00000951	01/05/2017	L1026100305	17009911	1824706	51-3100-631-000-00-000-000-0000		736.63
00000951	01/05/2017	L1026100306	17009911	2239338	51-3100-631-000-00-000-000-0000		1,536.12
<b>Vendor: 1397 - US FOODSERVICE - ALLENTOWN</b>					<b>Check Date: 01/05/2017</b>		<b>Check Amount: 42,622.25</b>
00000952	01/05/2017	L1026100077	17009981	0100168340	51-3100-632-000-00-000-000-0000		230.81
00000952	01/05/2017	L1026100078	17009981	0100178001	51-3100-632-000-00-000-000-0000		216.22
00000952	01/05/2017	L1026100079	17009981	0100140633	51-3100-632-000-00-000-000-0000		278.55
00000952	01/05/2017	L1026100080	17009981	0100198631	51-3100-632-000-00-000-000-0000		230.81
00000952	01/05/2017	L1026100081	17009981	0100211627	51-3100-632-000-00-000-000-0000		257.00
00000952	01/05/2017	L1026100082	17009981	0100222174	51-3100-632-000-00-000-000-0000		227.90
00000952	01/05/2017	L1026100083	17009981	0100230365	51-3100-632-000-00-000-000-0000		230.81
00000952	01/05/2017	L1026100084	17009981	0100243979	51-3100-632-000-00-000-000-0000		173.11
00000952	01/05/2017	L1026100085	17009981	0100272506	51-3100-632-000-00-000-000-0000		230.80
00000952	01/05/2017	L1026100086	17009981	0100279417	51-3100-632-000-00-000-000-0000		308.97
00000952	01/05/2017	L1026100087	17009981	0100168341	51-3100-632-000-00-000-000-0000		259.67
00000952	01/05/2017	L1026100088	17009981	0100178002	51-3100-632-000-00-000-000-0000		317.37
00000952	01/05/2017	L1026100089	17009981	0100140634	51-3100-632-000-00-000-000-0000		331.80
00000952	01/05/2017	L1026100090	17009981	0100211628	51-3100-632-000-00-000-000-0000		502.83
00000952	01/05/2017	L1026100091	17009981	0100222175	51-3100-632-000-00-000-000-0000		121.56
00000952	01/05/2017	L1026100092	17009981	0100230360	51-3100-632-000-00-000-000-0000		331.80
00000952	01/05/2017	L1026100093	17009981	0100272498	51-3100-632-000-00-000-000-0000		411.55
00000952	01/05/2017	L1026100094	17009981	0100279423	51-3100-632-000-00-000-000-0000		331.01
00000952	01/05/2017	L1026100095	17009981	0100178003	51-3100-632-000-00-000-000-0000		201.97
00000952	01/05/2017	L1026100096	17009981	0100140635	51-3100-632-000-00-000-000-0000		346.22

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000952	01/05/2017	L1026100097	17009981	0100198632	51-3100-632-000-00-000-000-000-0000		167.88
00000952	01/05/2017	L1026100098	17009981	0100211629	51-3100-632-000-00-000-000-000-0000		331.80
00000952	01/05/2017	L1026100099	17009981	0100222176	51-3100-632-000-00-000-000-000-0000		346.22
00000952	01/05/2017	L1026100100	17009981	0100230369	51-3100-632-000-00-000-000-000-0000		376.66
00000952	01/05/2017	L1026100101	17009981	0100272505	51-3100-632-000-00-000-000-000-0000		353.04
00000952	01/05/2017	L1026100102	17009981	0100279419	51-3100-632-000-00-000-000-000-0000		346.22
00000952	01/05/2017	L1026100103	17009981	0100168342	51-3100-632-000-00-000-000-000-0000		294.41
00000952	01/05/2017	L1026100104	17009981	0100178004	51-3100-632-000-00-000-000-000-0000		223.20
00000952	01/05/2017	L1026100105	17009981	0100140636	51-3100-632-000-00-000-000-000-0000		237.88
00000952	01/05/2017	L1026100106	17009981	0100198633	51-3100-632-000-00-000-000-000-0000		292.55
00000952	01/05/2017	L1026100107	17009981	0100222177	51-3100-632-000-00-000-000-000-0000		344.33
00000952	01/05/2017	L1026100108	17009981	0100230362	51-3100-632-000-00-000-000-000-0000		280.45
00000952	01/05/2017	L1026100109	17009981	0100272492	51-3100-632-000-00-000-000-000-0000		344.51
00000952	01/05/2017	L1026100110	17009981	0100279406	51-3100-632-000-00-000-000-000-0000		308.84
00000952	01/05/2017	L1026100111	17009981	0100168343	51-3100-632-000-00-000-000-000-0000		201.96
00000952	01/05/2017	L1026100112	17009981	0100178005	51-3100-632-000-00-000-000-000-0000		64.53
00000952	01/05/2017	L1026100113	17009981	0100140637	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100114	17009981	0100198634	51-3100-632-000-00-000-000-000-0000		86.55
00000952	01/05/2017	L1026100115	17009981	0100211630	51-3100-632-000-00-000-000-000-0000		129.84
00000952	01/05/2017	L1026100116	17009981	0100230478	51-3100-632-000-00-000-000-000-0000		93.37
00000952	01/05/2017	L1026100117	17009981	0100230363	51-3100-632-000-00-000-000-000-0000		129.84
00000952	01/05/2017	L1026100118	17009981	0100243983	51-3100-632-000-00-000-000-000-0000		100.20
00000952	01/05/2017	L1026100119	17009981	0100272499	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100120	17009981	0100279407	51-3100-632-000-00-000-000-000-0000		201.97
00000952	01/05/2017	L1026100121	17009981	0100286444	51-3100-632-000-00-000-000-000-0000		7.88
00000952	01/05/2017	L1026100122	17009981	0100168344	51-3100-632-000-00-000-000-000-0000		158.68
00000952	01/05/2017	L1026100123	17009981	0100178006	51-3100-632-000-00-000-000-000-0000		144.26
00000952	01/05/2017	L1026100124	17009981	0100140638	51-3100-632-000-00-000-000-000-0000		141.35
00000952	01/05/2017	L1026100125	17009981	0100198635	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100126	17009981	0100211631	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100127	17009981	0100230479	51-3100-632-000-00-000-000-000-0000		158.68
00000952	01/05/2017	L1026100128	17009981	0100230368	51-3100-632-000-00-000-000-000-0000		129.84

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

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Coatesville Area School District

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000952	01/05/2017	L1026100129	17009981	0100243988	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100130	17009981	0100272493	51-3100-632-000-00-000-000-000-0000		158.69
00000952	01/05/2017	L1026100131	17009981	0100279416	51-3100-632-000-00-000-000-000-0000		158.68
00000952	01/05/2017	L1026100132	17009981	0100168346	51-3100-632-000-00-000-000-000-0000		187.54
00000952	01/05/2017	L1026100133	17009981	0100178007	51-3100-632-000-00-000-000-000-0000		274.09
00000952	01/05/2017	L1026100134	17009981	0100211632	51-3100-632-000-00-000-000-000-0000		250.58
00000952	01/05/2017	L1026100135	17009981	0100230480	51-3100-632-000-00-000-000-000-0000		331.80
00000952	01/05/2017	L1026100136	17009981	0100253662	51-3100-632-000-00-000-000-000-0000		288.52
00000952	01/05/2017	L1026100137	17009981	0100279421	51-3100-632-000-00-000-000-000-0000		194.36
00000952	01/05/2017	L1026100138	17009981	0100168346	51-3100-632-000-00-000-000-000-0000		378.98
00000952	01/05/2017	L1026100139	17009981	0100178008	51-3100-632-000-00-000-000-000-0000		285.62
00000952	01/05/2017	L1026100140	17009981	0100140639	51-3100-632-000-00-000-000-000-0000		201.95
00000952	01/05/2017	L1026100141	17009981	0100198636	51-3100-632-000-00-000-000-000-0000		280.91
00000952	01/05/2017	L1026100142	17009981	0100211633	51-3100-632-000-00-000-000-000-0000		368.84
00000952	01/05/2017	L1026100143	17009981	0100230481	51-3100-632-000-00-000-000-000-0000		407.83
00000952	01/05/2017	L1026100144	17009981	0100230364	51-3100-632-000-00-000-000-000-0000		274.09
00000952	01/05/2017	L1026100145	17009981	0100243978	51-3100-632-000-00-000-000-000-0000		242.33
00000952	01/05/2017	L1026100146	17009981	0100272500	51-3100-632-000-00-000-000-000-0000		216.38
00000952	01/05/2017	L1026100147	17009981	0100279408	51-3100-632-000-00-000-000-000-0000		381.89
00000952	01/05/2017	L1026100148	17009981	0100286445	51-3100-632-000-00-000-000-000-0000		19.37
00000952	01/05/2017	L1026100149	17009981	0100168347	51-3100-632-000-00-000-000-000-0000		205.09
00000952	01/05/2017	L1026100150	17009981	0100178009	51-3100-632-000-00-000-000-000-0000		157.90
00000952	01/05/2017	L1026100151	17009981	0100198637	51-3100-632-000-00-000-000-000-0000		238.13
00000952	01/05/2017	L1026100152	17009981	0100211634	51-3100-632-000-00-000-000-000-0000		115.41
00000952	01/05/2017	L1026100153	17009981	0100230482	51-3100-632-000-00-000-000-000-0000		236.85
00000952	01/05/2017	L1026100154	17009981	0100243980	51-3100-632-000-00-000-000-000-0000		337.83
00000952	01/05/2017	L1026100155	17009981	0100272504	51-3100-632-000-00-000-000-000-0000		158.09
00000952	01/05/2017	L1026100156	17009981	0100279412	51-3100-632-000-00-000-000-000-0000		208.78
00000952	01/05/2017	L1026100157	17009981	0100168348	51-3100-632-000-00-000-000-000-0000		116.84
00000952	01/05/2017	L1026100158	17009981	0100178010	51-3100-632-000-00-000-000-000-0000		151.08
00000952	01/05/2017	L1026100159	17009981	0100198638	51-3100-632-000-00-000-000-000-0000		165.50
00000952	01/05/2017	L1026100160	17009981	0100211635	51-3100-632-000-00-000-000-000-0000		72.13

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0000952	01/05/2017	L1026100161	17009981	0100230483	51-3100-632-000-00-000-000-0000		136.65
0000952	01/05/2017	L1026100162	17009981	0100241177	51-3100-632-000-00-000-000-0000		183.85
0000952	01/05/2017	L1026100163	17009981	0100272502	51-3100-632-000-00-000-000-0000		28.86
0000952	01/05/2017	L1026100164	17009981	0100279420	51-3100-632-000-00-000-000-0000		173.11
0000952	01/05/2017	L1026100165	17009981	0100286446	51-3100-632-000-00-000-000-0000		6.38
0000952	01/05/2017	L1026100166	17009981	0100168354	51-3100-632-000-00-000-000-0000		230.81
0000952	01/05/2017	L1026100167	17009981	0100140644	51-3100-632-000-00-000-000-0000		194.35
0000952	01/05/2017	L1026100168	17009981	0100211642	51-3100-632-000-00-000-000-0000		158.68
0000952	01/05/2017	L1026100169	17009981	0100230489	51-3100-632-000-00-000-000-0000		208.78
0000952	01/05/2017	L1026100170	17009981	0100243985	51-3100-632-000-00-000-000-0000		151.08
0000952	01/05/2017	L1026100171	17009981	0100272501	51-3100-632-000-00-000-000-0000		187.54
0000952	01/05/2017	L1026100172	17009981	0100279418	51-3100-632-000-00-000-000-0000		165.50

Vendor: 1426 - WAWA INC

Check Date: 01/05/2017

Check Amount:

21,006.42

51-FOOD SERVICE/CAFETERIA

132,210.15

Grand Total Manual Checks :

0.00

Grand Total Regular Checks :

132,210.15 ✓

Grand Total Direct Deposits:

0.00

Grand Total Credit Card Payments:

0.00

Grand Total All Checks :

132,210.15

Lynn Jille/17

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

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Coatesville Area School District

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# Bills to be Approved

FOOD SERVICE FUND - From 12/03/2016 To 01/06/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
RACHELLE JONES	FS ACCOUNT REFUND.....		173.35
ARTIS GRIFFIN	FS ACCOUNT REFUND.....		11.45
CAMDEN BAG & PAPER CO LLC	GENERAL SUPPLIES.....		6,201.60
CHRISTINE CUMENS	TRAVEL.....		55.08
COCA-COLA BOTTLING COMPANY	FOOD.....		126.00
COMMERCIAL KITCHEN REPAIR SERVICE INC	R&M EQUIPMENT.....		2,905.60
FEESERS FOOD DISTRIBUTOR	FOOD.....		17,091.30
FEESERS FOOD DISTRIBUTOR	FOOD.....		18,092.43
HERSHEYS CREAMERY COMPANY	FOOD.....		529.12
JOHN J CASSIDY	RENTALS EQUIPMENT.....		600.00
KDR ETC INC	GENERAL SUPPLIES.....		1,318.20
LINDEN COOKIES INC	FOOD.....		457.20
MICKEYS WHOLESALE PIZZAS	FOOD.....		1,470.00
MORABITO BAKING CO INC	FOOD.....		4,867.02
OFFICE TEAM	OTHER PURCHASED PROF/TECH.....		3,470.25
PAULA JONES	TRAVEL.....		20.09
PHILA WAREHOUSE & COLD STORAGE	FOOD.....		1,242.36
QUILL CORPORATION	GENERAL SUPPLIES.....		323.24
Ricoh USA Inc.	LEASE/RENTL HARDWAR/TECH.....		64.00
SMART PARTNERS LLC	FOOD.....		9,512.00
UNITED REFRIGERATION INC	R&M EQUIPMENT.....		51.19
US FOODSERVICE - ALLENTOWN	FOOD.....		42,622.25
WAWA INC	MILK.....		21,006.42

51-FOOD SERVICE/CAFETERIA 132,210.15

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 132,210.15 ✓

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 132,210.15

Lrum. 2/16/17

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

c - Credit Card Payment





# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>1000's</b>							
1110	REG PROG	62,144,806.40	25,487,457.39	25,487,457.39	44.14	1,945,632.63	34,711,716.38
1190	FED FUNDED REG PGMS	3,415,164.00	968,489.63	968,489.63	32.46	140,273.71	2,306,400.66
1191	Prior Year Title I	0.00	0.00	0.00	0.00	0.00	0.00
<b>1100</b>	<b>*TOTALS*</b>	<b>65,559,970.40</b>	<b>26,455,947.02</b>	<b>26,455,947.02</b>	<b>43.53</b>	<b>2,085,906.34</b>	<b>37,018,117.04</b>
1210	LIFE SKILLS SUPPORT	0.00	13,511.44	13,511.44	0.00	0.00	-13,511.44
1211	LIFE SKILLS	1,500,968.00	224,258.64	224,258.64	14.94	0.00	1,276,709.36
1221	DEAF/HEARING	209,183.00	0.00	0.00	0.00	0.00	209,183.00
1224	BLIND/VISUALLY	50,268.00	0.00	0.00	0.00	0.00	50,268.00
1225	SPEECH/LANGUAGE	1,051,974.00	92,378.62	92,378.62	16.38	80,000.00	879,595.38
1231	EMOTIONAL	1,501,569.00	104,626.15	104,626.15	7.22	3,891.00	1,393,051.85
1233	AUTISTIC SUPPORT	2,173,706.00	230,242.47	230,242.47	10.59	107.49	1,943,356.04
1241	LEARNING	10,856,518.75	3,159,906.22	3,159,906.22	29.73	67,904.56	7,628,707.97
1243	GIFTED SUPPORT	467,820.00	193,579.58	193,579.58	42.00	2,912.00	271,328.42
1270	MULTI-HANDICAPPED	1,195,361.00	98,570.90	98,570.90	25.37	204,736.17	892,053.93
1281	DEVELOPMENTAL DELAY	323,853.00	0.00	0.00	0.00	0.00	323,853.00
1290	OTHER SUPPORT	9,293,370.00	5,754,898.05	5,754,898.05	73.32	1,059,735.22	2,478,736.73
<b>1200</b>	<b>*TOTALS*</b>	<b>28,624,590.75</b>	<b>9,871,972.07</b>	<b>9,871,972.07</b>	<b>39.44</b>	<b>1,419,286.44</b>	<b>17,333,332.24</b>
1340	HOME ECONOMICS EDU	0.00	0.00	0.00	0.00	0.00	0.00
1341	CONSUMER & HOME EDU	578,403.00	150,810.22	150,810.22	26.39	1,865.05	425,727.73
1350	INDUSTRIAL ARTS EDU	158,922.00	53,734.31	53,734.31	33.81	0.00	105,187.69
1360	BUSINESS EDUCATION	104,203.00	25,966.63	25,966.63	25.47	579.99	77,656.38
1380	TRADE & INDUSTRIAL	20,602.00	10,207.60	10,207.60	60.70	2,299.17	8,095.23
1390	OTHER VO ED PROGRAMS	2,690,399.00	0.00	0.00	0.00	0.00	2,690,399.00
<b>1300</b>	<b>*TOTALS*</b>	<b>3,552,529.00</b>	<b>240,718.76</b>	<b>240,718.76</b>	<b>6.90</b>	<b>4,744.21</b>	<b>3,307,066.03</b>
1420	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
1430	HOMEBOUND	0.00	1,461.27	1,461.27	0.00	0.00	-1,461.27
1441	ADJUDICATED COURT	137,000.00	0.00	0.00	0.00	0.00	137,000.00
1442	ALTERNATIVE EDU	208,467.00	71,357.27	71,357.27	34.33	229.30	136,880.43
<b>1400</b>	<b>*TOTALS*</b>	<b>345,467.00</b>	<b>72,818.54</b>	<b>72,818.54</b>	<b>21.14</b>	<b>229.30</b>	<b>272,419.16</b>
1500	NONPUBLIC SCHOOL	105,054.00	48,727.00	48,727.00	46.38	0.00	56,327.00
<b>1500</b>	<b>*TOTALS*</b>	<b>105,054.00</b>	<b>48,727.00</b>	<b>48,727.00</b>	<b>46.38</b>	<b>0.00</b>	<b>56,327.00</b>
1801	PRE-K INSTRUCTION	0.00	94,338.19	94,338.19	0.00	0.00	-94,338.19
1803	PRE-K OPS AND MAINT	0.00	59,960.91	59,960.91	0.00	0.00	-59,960.91
<b>1800</b>	<b>*TOTALS*</b>	<b>0.00</b>	<b>154,299.10</b>	<b>154,299.10</b>	<b>0.00</b>	<b>0.00</b>	<b>-154,299.10</b>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 12/31/2016

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>Major Function - 1000's</b>	<b>98,187,611.15</b>	<b>36,844,482.49</b>	<b>36,844,482.49</b>	<b>41.09</b>	<b>3,510,166.29</b>	<b>57,832,962.37</b>
<b>2000's</b>						
2111 SUPERVISION STUDENT	0.00	4,056.06	4,056.06	0.00	235.00	-4,291.06
2122 COUNSELING SERVICES	2,608,364.00	979,416.43	979,416.43	37.54	0.00	1,628,947.57
2123 APPRAISAL SERVICES	20,000.00	0.00	0.00	4.87	974.25	19,025.75
2130 ATTENDANCE SERVICES	430,173.00	198,943.13	198,943.13	46.95	3,027.07	228,202.80
2140 PSYCHOLOGICAL	583,215.00	281,951.25	281,951.25	48.85	3,003.36	298,260.39
2142 PSYCHOLOGICAL	35,000.00	0.00	0.00	0.14	50.00	34,950.00
2143 PSYCH COUNSELING	5,000.00	0.00	0.00	0.00	0.00	5,000.00
2170 STUDENT ACCT	84,904.00	152.34	152.34	0.17	0.00	84,751.66
<b>2100 *TOTALS*</b>	<b>3,766,656.00</b>	<b>1,464,519.21</b>	<b>1,464,519.21</b>	<b>39.07</b>	<b>7,289.68</b>	<b>2,294,847.11</b>
2220 TECH SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
2240 COMPUTER-ASSIST	795,267.00	264,638.28	264,638.28	33.27	0.00	530,628.72
2250 SCHOOL LIBRARY	630,397.00	214,149.45	214,149.45	34.77	5,055.57	411,191.98
2260 INSTRUCTION & CURR	1,153,536.00	478,577.74	478,577.74	42.39	10,412.60	664,545.66
2271 INST STAFF DEV-CERT	534,901.00	27,082.88	27,082.88	16.01	58,597.86	449,220.26
<b>2200 *TOTALS*</b>	<b>3,114,101.00</b>	<b>984,448.35</b>	<b>984,448.35</b>	<b>33.99</b>	<b>74,066.03</b>	<b>2,055,586.62</b>
2310 BOARD SERVICES	73,225.00	81,299.45	81,299.45	115.28	3,118.57	-11,193.02
2330 TAX ASSESS &	705,000.00	179,771.41	179,771.41	26.29	5,583.00	519,645.59
2350 LEGAL & ACCTG	600,000.00	327,948.96	327,948.96	65.90	67,495.16	204,555.88
2360 OFFICE	655,104.00	376,585.55	376,585.55	57.54	378.96	278,139.49
2380 OFFICE OF PRINCIPAL	5,189,878.85	2,443,266.52	2,443,266.52	47.37	15,262.43	2,731,349.90
2390 OTHER ADMIN SERVICES	0.00	18,806.32	18,806.32	0.00	0.00	-18,806.32
<b>2300 *TOTALS*</b>	<b>7,223,207.85</b>	<b>3,427,678.21</b>	<b>3,427,678.21</b>	<b>48.72</b>	<b>91,838.12</b>	<b>3,703,691.52</b>
2420 MEDICAL SERVICES	1,007,675.00	358,225.15	358,225.15	35.63	894.51	648,555.34
2430 DENTAL SERVICES	1,500.00	0.00	0.00	0.00	0.00	1,500.00
2440 NURSING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
<b>2400 *TOTALS*</b>	<b>1,009,175.00</b>	<b>358,225.15</b>	<b>358,225.15</b>	<b>35.58</b>	<b>894.51</b>	<b>650,055.34</b>
2511 SUPERVISION OF	357,836.00	161,375.35	161,375.35	45.25	569.70	195,890.95
2513 RECEIVE & DISBURSE	767,760.00	313,150.17	313,150.17	45.91	39,345.14	415,264.69
2514 PAYROLL SERVICES	256,634.00	84,214.33	84,214.33	32.81	0.00	172,419.67
<b>2500 *TOTALS*</b>	<b>1,382,230.00</b>	<b>558,739.85</b>	<b>558,739.85</b>	<b>43.31</b>	<b>39,914.84</b>	<b>783,575.31</b>
2611 SUPERVISION-OP/MAINT	227,181.25	161,340.30	161,340.30	72.20	2,704.69	63,136.26
2620 OPERATION OF	8,946,871.75	3,114,615.62	3,114,615.62	45.21	931,043.04	4,901,213.09
2630 CARE & UPKEEP	408,715.00	198,970.73	198,970.73	50.13	5,947.00	203,797.27

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2650	VEHICLE OPER & MAINT	34,000.00	9,590.39	9,590.39	28.20	0.00	24,409.61
2660	SECURITY SERVICES	323,698.00	67,688.42	67,688.42	33.41	40,486.69	215,522.89
<b>2600</b>	<b>*TOTALS*</b>	<b>9,940,466.00</b>	<b>3,552,205.46</b>	<b>3,552,205.46</b>	<b>45.59</b>	<b>980,181.42</b>	<b>5,408,079.12</b>
2711	SUPERVISION-STU	231,178.00	109,996.54	109,996.54	48.78	2,791.00	118,390.46
2720	VEHICLE OPERATION	5,000,316.00	1,159,590.83	1,159,590.83	42.68	974,669.93	2,866,055.24
2750	NONPUBLIC TRANS	3,582,500.00	158,079.69	158,079.69	7.89	124,877.70	3,299,542.61
<b>2700</b>	<b>*TOTALS*</b>	<b>8,813,994.00</b>	<b>1,427,667.06</b>	<b>1,427,667.06</b>	<b>28.70</b>	<b>1,102,338.63</b>	<b>6,283,988.31</b>
2800	SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	0.00	0.00	0.00
2823	PUBLIC INFORMATION	0.00	8,000.00	8,000.00	0.00	0.00	-8,000.00
2832	RECRUITMENT &	142,000.00	88,950.46	88,950.46	76.25	19,335.89	33,713.65
2833	STAFF ACCOUNTING	294,559.00	169,451.04	169,451.04	57.52	0.00	125,107.96
2840	DATA PROCESSING SVCS	1,186,100.00	584,179.18	584,179.18	106.04	673,597.96	-71,677.14
2850	STATE & FED AGENCY	0.00	0.00	0.00	0.00	0.00	0.00
<b>2800</b>	<b>*TOTALS*</b>	<b>1,622,659.00</b>	<b>850,580.68</b>	<b>850,580.68</b>	<b>95.12</b>	<b>692,933.85</b>	<b>79,144.47</b>
2900	OTHER SUPPORT	39,812.00	75.00	75.00	25.20	9,958.26	29,778.74
2910	SUPPT SVCS	0.00	100.00	100.00	0.00	0.00	-100.00
<b>2900</b>	<b>*TOTALS*</b>	<b>39,812.00</b>	<b>175.00</b>	<b>175.00</b>	<b>25.45</b>	<b>9,958.26</b>	<b>29,678.74</b>
<b>Major Function - 2000's</b>		<b>36,912,300.85</b>	<b>12,624,238.97</b>	<b>12,624,238.97</b>	<b>42.32</b>	<b>2,999,415.34</b>	<b>21,288,646.54</b>
<b>3000's</b>							
3250	SCHOOL ATHLETICS	1,248,554.00	545,489.18	545,489.18	49.41	71,530.98	631,533.84
<b>3200</b>	<b>*TOTALS*</b>	<b>1,248,554.00</b>	<b>545,489.18</b>	<b>545,489.18</b>	<b>49.41</b>	<b>71,530.98</b>	<b>631,533.84</b>
3300	COMMUNITY SERVICES	31,310.00	187.50	187.50	4.57	1,243.57	29,878.93
<b>3300</b>	<b>*TOTALS*</b>	<b>31,310.00</b>	<b>187.50</b>	<b>187.50</b>	<b>4.57</b>	<b>1,243.57</b>	<b>29,878.93</b>
<b>Major Function - 3000's</b>		<b>1,279,864.00</b>	<b>545,676.68</b>	<b>545,676.68</b>	<b>48.32</b>	<b>72,774.55</b>	<b>661,412.77</b>
<b>4000's</b>							
4200	EXISTING SITE	0.00	0.00	0.00	0.00	0.00	0.00
<b>4200</b>	<b>*TOTALS*</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>
4500	BUILDING ACQUISITION	0.00	0.00	0.00	0.00	0.00	0.00
<b>4500</b>	<b>*TOTALS*</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>
<b>Major Function - 4000's</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>
<b>5000's</b>							

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

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fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
5110	DEBT SERVICE	15,333,960.00	11,644,611.01	11,644,611.01	75.94	0.00	3,689,348.99
5130	REFUND PRIOR YR REV	0.00	148,106.00	148,106.00	0.00	0.00	-148,106.00
<b>5100</b>	<b>*TOTALS*</b>	<b>15,333,960.00</b>	<b>11,792,717.01</b>	<b>11,792,717.01</b>	<b>76.90</b>	<b>0.00</b>	<b>3,541,242.99</b>
5230	CAPITAL PROJ	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00
<b>5200</b>	<b>*TOTALS*</b>	<b>1,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000,000.00</b>
5900	BUDGETARY RESERVE	1,075,544.00	0.00	0.00	0.00	0.00	1,075,544.00
<b>5900</b>	<b>*TOTALS*</b>	<b>1,075,544.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,075,544.00</b>
<b>Major Function - 5000's</b>		<b>17,409,504.00</b>	<b>11,792,717.01</b>	<b>11,792,717.01</b>	<b>67.73</b>	<b>0.00</b>	<b>5,616,786.99</b>
<b>EXPENDITURE Totals</b>		<b>153,789,280.00</b>	<b>61,807,115.15</b>	<b>61,807,115.15</b>	<b>44.46</b>	<b>6,582,356.18</b>	<b>85,399,808.67</b>

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Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>6000's</b>							
6111	CURRENT REAL ESTATE	-87,977,704.00	-88,161,390.21	-88,161,390.21	100.20	0.00	183,686.21
6112	INTERIM REAL EXTATE	-100,000.00	0.00	0.00	0.00	0.00	-100,000.00
6113	PUBLIC UTILITY	-116,000.00	-108,237.64	-108,237.64	93.30	0.00	-7,762.36
6143	CURRENT 511 - LST	-85,000.00	-39,677.17	-39,677.17	46.67	0.00	-45,322.83
6151	CURRENT ACT 511 EIT	-8,056,558.00	-4,032,834.20	-4,032,834.20	50.05	0.00	-4,023,723.80
6153	CURR ACT 511 REAL	-1,150,000.00	-657,585.70	-657,585.70	57.18	0.00	-492,414.30
<b>6100</b>	<b>*TOTALS*</b>	<b>-97,485,262.00</b>	<b>-92,999,724.92</b>	<b>-92,999,724.92</b>	<b>95.39</b>	<b>0.00</b>	<b>-4,485,537.08</b>
6411	DELINQUENT REAL	-3,692,730.00	-1,852,884.67	-1,852,884.67	50.17	0.00	-1,839,845.33
<b>6400</b>	<b>*TOTALS*</b>	<b>-3,692,730.00</b>	<b>-1,852,884.67</b>	<b>-1,852,884.67</b>	<b>50.17</b>	<b>0.00</b>	<b>-1,839,845.33</b>
6510	INTEREST ON	-52,000.00	-68,604.00	-68,604.00	131.93	0.00	16,604.00
<b>6500</b>	<b>*TOTALS*</b>	<b>-52,000.00</b>	<b>-68,604.00</b>	<b>-68,604.00</b>	<b>131.93</b>	<b>0.00</b>	<b>16,604.00</b>
6710	ADMISSIONS	-75,000.00	-56,775.00	-56,775.00	75.70	0.00	-18,225.00
6740	FEES	-28,000.00	-1,540.00	-1,540.00	5.50	0.00	-26,460.00
6790	OTHER DIST ACTIVITY	0.00	-200.00	-200.00	0.00	0.00	200.00
<b>6700</b>	<b>*TOTALS*</b>	<b>-103,000.00</b>	<b>-58,515.00</b>	<b>-58,515.00</b>	<b>56.81</b>	<b>0.00</b>	<b>-44,485.00</b>
6832	FED PASS THRU IDEA	-1,223,062.00	-291,444.13	-291,444.13	23.82	0.00	-931,617.87
<b>6800</b>	<b>*TOTALS*</b>	<b>-1,223,062.00</b>	<b>-291,444.13</b>	<b>-291,444.13</b>	<b>23.82</b>	<b>0.00</b>	<b>-931,617.87</b>
6910	RENTALS	-130,000.00	-113,289.77	-113,289.77	87.14	0.00	-16,710.23
6920	CONTRIBUTION &	-20,000.00	-2,300.00	-2,300.00	11.50	0.00	-17,700.00
6942	SUMMER SCHOOL	-50,000.00	0.00	0.00	0.00	0.00	-50,000.00
6944	RECEIPTS OTHER LEAs	-225,000.00	0.00	0.00	0.00	0.00	-225,000.00
6990	MISCELLANEOUS	-44,504.00	-45,603.77	-45,603.77	102.47	0.00	1,099.77
6991	REFUNDS OF PRIOR YR	-12,000.00	-428,810.18	-428,810.18	3573.41	0.00	416,810.18
6992	Energy Efficiency	-90,000.00	0.00	0.00	0.00	0.00	-90,000.00
<b>6900</b>	<b>*TOTALS*</b>	<b>-571,504.00</b>	<b>-590,003.72</b>	<b>-590,003.72</b>	<b>103.23</b>	<b>0.00</b>	<b>18,499.72</b>
<b>Major Function - 6000's</b>		<b>-103,127,558.00</b>	<b>-95,861,176.44</b>	<b>-95,861,176.44</b>	<b>92.95</b>	<b>0.00</b>	<b>-7,266,381.56</b>
<b>7000's</b>							
7110	BASIC EDUCATION	-23,465,397.00	-5,514,182.00	-5,514,182.00	23.49	0.00	-17,951,215.00
7160	TUITION ORPHANS &	-175,000.00	0.00	0.00	0.00	0.00	-175,000.00
<b>7100</b>	<b>*TOTALS*</b>	<b>-23,640,397.00</b>	<b>-5,514,182.00</b>	<b>-5,514,182.00</b>	<b>23.32</b>	<b>0.00</b>	<b>-18,126,215.00</b>
7271	SPECIAL ED SCHOOL	-4,572,128.00	-2,158,416.00	-2,158,416.00	47.20	0.00	-2,413,712.00
<b>7200</b>	<b>*TOTALS*</b>	<b>-4,572,128.00</b>	<b>-2,158,416.00</b>	<b>-2,158,416.00</b>	<b>47.20</b>	<b>0.00</b>	<b>-2,413,712.00</b>
7310	TRANSPORT (REG &	-5,021,515.00	0.00	0.00	0.00	0.00	-5,021,515.00

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7311	Transportation	0.00	-590,214.94	-590,214.94	0.00	0.00	590,214.94
7312	Transportation	0.00	0.00	0.00	0.00	0.00	0.00
7320	RENT & SINK FUND	-737,155.00	-370,257.54	-370,257.54	38.37	87,387.82	-454,285.28
7330	HEALTH SERVICES  ACT	-140,000.00	0.00	0.00	0.00	0.00	-140,000.00
7340	ST PROP TAX	-3,907,351.00	-3,907,350.89	-3,907,350.89	100.00	0.00	-0.11
<b>7300</b>	<b>*TOTALS*</b>	<b>-9,806,021.00</b>	<b>-4,867,823.37</b>	<b>-4,867,823.37</b>	<b>48.75</b>	<b>87,387.82</b>	<b>-5,025,585.45</b>
7501	PA ACCOUNTABILITY	0.00	0.00	0.00	0.00	0.00	0.00
7505	Ready To Learn Grant	-887,929.00	0.00	0.00	0.00	0.00	-887,929.00
7599	OTH STATE REV	0.00	0.00	0.00	0.00	0.00	0.00
<b>7500</b>	<b>*TOTALS*</b>	<b>-887,929.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-887,929.00</b>
7810	STATE SHARE SS & MED	-1,824,862.00	-521,786.75	-521,786.75	28.59	0.00	-1,303,075.25
7820	STATE SHARE RETIRE	-6,636,301.00	-3,547,850.95	-3,547,850.95	53.46	0.00	-3,088,450.05
<b>7800</b>	<b>*TOTALS*</b>	<b>-8,461,163.00</b>	<b>-4,069,637.70</b>	<b>-4,069,637.70</b>	<b>48.09</b>	<b>0.00</b>	<b>-4,391,525.30</b>
<b>Major Function - 7000's</b>		<b>-47,367,638.00</b>	<b>-16,610,059.07</b>	<b>-16,610,059.07</b>	<b>34.88</b>	<b>87,387.82</b>	<b>-30,844,966.75</b>
<b>8000's</b>							
8110	PAYMENTS FED	0.00	-17,446.55	-17,446.55	0.00	0.00	17,446.55
<b>8100</b>	<b>*TOTALS*</b>	<b>0.00</b>	<b>-17,446.55</b>	<b>-17,446.55</b>	<b>0.00</b>	<b>0.00</b>	<b>17,446.55</b>
8514	NCLB - TITLE I	-2,182,258.00	-1,047,781.17	-1,047,781.17	48.01	0.00	-1,134,476.83
8515	NCLB - TITLE II	-450,865.00	-490,084.21	-490,084.21	108.69	0.00	39,219.21
8516	NCLB - TITLE III	-90,961.00	-25,042.43	-25,042.43	27.53	0.00	-65,918.57
8517	NCLB - TITLE IV-21ST	0.00	0.00	0.00	0.00	0.00	0.00
<b>8500</b>	<b>*TOTALS*</b>	<b>-2,724,084.00</b>	<b>-1,562,907.81</b>	<b>-1,562,907.81</b>	<b>57.37</b>	<b>0.00</b>	<b>-1,161,176.19</b>
8690	OTH RESTRICT FED	0.00	0.00	0.00	0.00	0.00	0.00
<b>8600</b>	<b>*TOTALS*</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>
8810	SBAP	-500,000.00	-566,775.92	-566,775.92	113.35	0.00	66,775.92
8820	MED ASSIST REIMB ADM	-70,000.00	0.00	0.00	0.00	0.00	-70,000.00
<b>8800</b>	<b>*TOTALS*</b>	<b>-570,000.00</b>	<b>-566,775.92</b>	<b>-566,775.92</b>	<b>99.43</b>	<b>0.00</b>	<b>-3,224.08</b>
<b>Major Function - 8000's</b>		<b>-3,294,084.00</b>	<b>-2,147,130.28</b>	<b>-2,147,130.28</b>	<b>65.18</b>	<b>0.00</b>	<b>-1,146,953.72</b>
<b>REVENUE Totals</b>		<b>-153,789,280.00</b>	<b>-114,618,365.79</b>	<b>-114,618,365.79</b>	<b>74.47</b>	<b>87,387.82</b>	<b>-39,258,302.03</b>



# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>2000's</b>							
2513	RECEIVE & DISBURSE	1,000.00	0.00	0.00	0.00	0.00	1,000.00
2500	<b>*TOTALS*</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Major Function - 2000's</b>		<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>4000's</b>							
4600	EXISTING BLDG	1,900,000.00	1,737,193.84	1,737,193.84	94.95	66,883.96	95,922.20
4600	<b>*TOTALS*</b>	<b>1,900,000.00</b>	<b>1,737,193.84</b>	<b>1,737,193.84</b>	<b>94.95</b>	<b>66,883.96</b>	<b>95,922.20</b>
<b>Major Function - 4000's</b>		<b>1,900,000.00</b>	<b>1,737,193.84</b>	<b>1,737,193.84</b>	<b>94.95</b>	<b>66,883.96</b>	<b>95,922.20</b>
<b>EXPENDITURE Totals</b>		<b>1,901,000.00</b>	<b>1,737,193.84</b>	<b>1,737,193.84</b>	<b>94.90</b>	<b>66,883.96</b>	<b>96,922.20</b>



# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>6000's</b>							
6510	INTEREST ON	-1,901,000.00	-9,382.97	-9,382.97	0.49	0.00	-1,891,617.03
6500	<b>*TOTALS*</b>	-1,901,000.00	-9,382.97	-9,382.97	0.49	0.00	-1,891,617.03
<hr/>							
Major Function - 6000's		-1,901,000.00	-9,382.97	-9,382.97	0.49	0.00	-1,891,617.03
<hr/>							
REVENUE Totals		-1,901,000.00	-9,382.97	-9,382.97	0.49	0.00	-1,891,617.03



# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>3000's</b>							
3100	FOOD SERVICES	3,273,261.00	952,061.52	952,061.52	33.16	133,597.18	2,187,602.30
3100	*TOTALS*	3,273,261.00	952,061.52	952,061.52	33.16	133,597.18	2,187,602.30
<hr/>							
<b>Major Function - 3000's</b>		3,273,261.00	952,061.52	952,061.52	33.16	133,597.18	2,187,602.30
<hr/>							
<b>EXPENDITURE Totals</b>		3,273,261.00	952,061.52	952,061.52	33.16	133,597.18	2,187,602.30

# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 12/31/2016

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>6000's</b>							
6510	INTEREST ON	-100.00	-2,389.37	-2,389.37	2389.37	0.00	2,289.37
<b>6500</b>	<b>*TOTALS*</b>	<b>-100.00</b>	<b>-2,389.37</b>	<b>-2,389.37</b>	<b>2389.37</b>	<b>0.00</b>	<b>2,289.37</b>
6611	DAILY SALES-SCH	-485,320.00	-101,678.80	-101,678.80	20.95	0.00	-383,641.20
6612	DAILY	-35,513.00	-10,331.05	-10,331.05	29.09	0.00	-25,181.95
6613	DAILY SALES-MILK	-215,000.00	-59,355.51	-59,355.51	27.60	0.00	-155,644.49
6690	OTHER FOOD SERVICE	-20,300.00	-6,120.95	-6,120.95	30.15	0.00	-14,179.05
<b>6600</b>	<b>*TOTALS*</b>	<b>-756,133.00</b>	<b>-177,486.31</b>	<b>-177,486.31</b>	<b>23.47</b>	<b>0.00</b>	<b>-578,646.69</b>
6920	CONTRIBUTION &	-4,500.00	0.00	0.00	0.00	0.00	-4,500.00
6990	MISCELLANEOUS	-132,630.00	-24,093.01	-24,093.01	18.16	0.00	-108,536.99
<b>6900</b>	<b>*TOTALS*</b>	<b>-137,130.00</b>	<b>-24,093.01</b>	<b>-24,093.01</b>	<b>17.56</b>	<b>0.00</b>	<b>-113,036.99</b>
<b>Major Function - 6000's</b>		<b>-893,363.00</b>	<b>-203,968.69</b>	<b>-203,968.69</b>	<b>22.83</b>	<b>0.00</b>	<b>-689,394.31</b>
<b>7000's</b>							
7600	MILK/LUNCH/BREAKFAST	-115,000.00	-23,109.58	-23,109.58	20.09	0.00	-91,890.42
<b>7600</b>	<b>*TOTALS*</b>	<b>-115,000.00</b>	<b>-23,109.58</b>	<b>-23,109.58</b>	<b>20.09</b>	<b>0.00</b>	<b>-91,890.42</b>
<b>Major Function - 7000's</b>		<b>-115,000.00</b>	<b>-23,109.58</b>	<b>-23,109.58</b>	<b>20.09</b>	<b>0.00</b>	<b>-91,890.42</b>
<b>8000's</b>							
8531	SUBSIDIES MILK	-2,000,135.00	-451,816.41	-451,816.41	22.58	0.00	-1,548,318.59
8532	SUBSIDIES NON-FOOD	-69,763.00	0.00	0.00	0.00	0.00	-69,763.00
8533	VALUE DONATED	-195,000.00	0.00	0.00	0.00	0.00	-195,000.00
<b>8500</b>	<b>*TOTALS*</b>	<b>-2,264,898.00</b>	<b>-451,816.41</b>	<b>-451,816.41</b>	<b>19.94</b>	<b>0.00</b>	<b>-1,813,081.59</b>
<b>Major Function - 8000's</b>		<b>-2,264,898.00</b>	<b>-451,816.41</b>	<b>-451,816.41</b>	<b>19.94</b>	<b>0.00</b>	<b>-1,813,081.59</b>
<b>REVENUE Totals</b>		<b>-3,273,261.00</b>	<b>-678,894.68</b>	<b>-678,894.68</b>	<b>20.74</b>	<b>0.00</b>	<b>-2,594,366.32</b>

*Finance Enclosure*

All Points Security Company, Inc.

## PROPOSAL

### All Points Security Co, Inc.

A Third Generation Company  
P.O. Box 504  
Lionville, PA 19353  
610-524-3161 Fax 484-696-2006  
License# PA-037727

#### Prepared For

Coatesville Area School District  
3030 CG Zinn Rd  
Thorndale, PA 19372

PROPOSAL No. 713  
Proposal Date 10/13/16  
SalesPerson Hank Ayton  
Site Contact David Pulli  
Telephone 484-354-6893  
Fax Number

#### Job Site

Coatesville Area School District  
3030 CG Zinn Rd  
Thorndale, PA 19372

Page 1

## Introduction

### Cellular communications Quote

This proposal is for one building scenario. With the understanding you have 12 Silent Knight fire systems in separate buildings with two analog phone lines. If we do not do the monitoring keep in mind that we are not including the necessary programming and or testing of these units. You will need to have whomever is contracted to monitor do any and all programming and testing. There is no labor included to return and work with your vender to program. Final connection of phone lines to new cellular hardware will be provided by your vender.

#### Option #1

Honeywell Dual path IP/Cellular communicator  
This satisfies the code as primary communication it over your Ethernet Cellular is secondary backup.  
Hardware cost is \$558.00  
Labor to install is \$300.00  
Monthly monitoring \$38.00 and includes the required daily test.

#### Option #2

Honeywell Dual path IP/Cellular communicator  
Cellular portion only used from same Honeywell communicator. To comply with code a one hour test must be utilized to supervise the communications. Must have approval from local AHJ.  
Hardware cost is \$558.00  
Labor to install is \$300.00  
Monthly monitoring \$48.00 and includes the one hour testing.

#### NOTE:

- All materials and labor are included in this proposal for above detailed items only.
- Any changes by either party will require a change order.
- 110v power outlet or breaker must be supplied by you by the new equipment.
- If Ethernet capabilities are used an additional charge may be required to run a cat5 for connection.
- Certificates of Insurances available upon request.
- Annual Inspections required are additional.
- 1 Year Parts Warranty on all new equipment above, excluding acts of god or vandalism during construction.
- Quote and plans are subject to review and approval by the (AHJ) Authority Having Jurisdiction.
- Additional requirements or permits by the AHJ, if any, are not covered under this scope of work and will be estimated prior to commencement of work. If the AHJ requests Nicet certification or Engineered CAD Drawings, this is an additional cost.

**PROPOSAL**

**All Points Security Co, Inc.**  
A Third Generation Company  
P.O. Box 504  
Lionville, PA 19353  
610-524-3161 Fax 484-696-2006  
License# PA-037727

**PROPOSAL No. 713**  
Proposal Date 10/13/16  
SalesPerson Hank Ayton  
Site Contact David Pulli  
Telephone 484-354-6893  
Fax Number

**Prepared For**  
Coatesville Area School District  
3030 CG Zinn Rd  
Thorndale, PA 19372

**Job Site**  
Coatesville Area School District  
3030 CG Zinn Rd  
Thorndale, PA 19372

**Pricing**

Price Of Proposed Job	
Total Parts And Labor	800.00
Total Job Price	800.00
<b>Payment Schedule</b>	
Signed Contract	400.00
Start Of Job	
75% Completion	
Job Completed	400.00

**Terms And Conditions**

Upon acceptance of this proposal, the purchaser agrees to sign seprate installation agreement.

**This proposal may be withdrawn by us if not accepted within 45 Days**

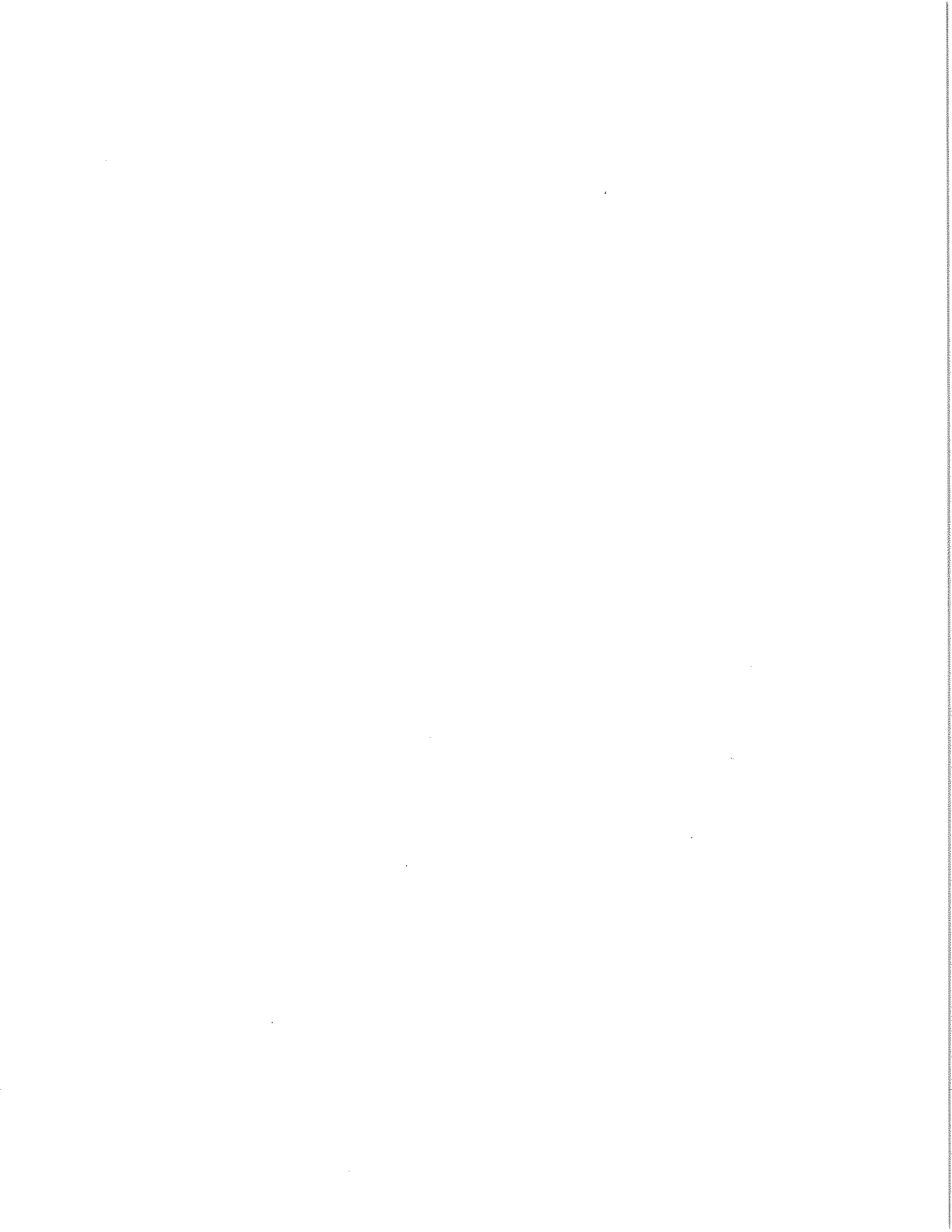
*Please sign below to indicate your acceptance of this proposal*

\_\_\_\_\_  
Signature (Title)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature (Title)

\_\_\_\_\_  
Date Signed







# Berkshire Systems Group, Inc.

The Advanced Protection Specialists

Professional Communications Systems

Corporate Offices:  
50 Museum Road  
Reading, Pennsylvania 19607

Telephone 610-775-1200 or  
1-800-344-4012  
Fax 610-775-3646

## PROPOSAL

Date: 6/10/2016

Name: Coatesville Area School District  
Attn: Ken Clashausk

Project: Cellular Digital Communicators  
Type System: Fire Alarm System

**QUANTITY   MODEL NO.                      DESCRIPTION**

**PROJECT SCOPE:** This proposal is to upgrade the existing Communication method to Cellular at the King's Highway Elementary and the King's Highway Storage Building behind the Elementary. This will eliminate the need for dedicated P.O.T.S. lines for the FACP.

*SILENT KNIGHT*

2    IPGSM-4G

IP/Cellular Digital Alarm Communicator, UL-Listed (\$600/EACH)

**TOTAL EQUIPMENT COST                      \$1,300.00**

*BSGI SERVICES*

1    LOT  
1    LOT

Installation of New Equipment  
Functional Test to Central Station Monitoring Services

**LABOR COST                                      \$980.00**

**TOTAL INSTALLED COST FOR HEAD END EQUIPMENT                      \$2,280.00**

**ANNUAL CENTRAL STATION MONITORING COSTS (\$660/BUILDING)                      \$1,320.00**

*\*SEPARATE CONTRACT*

**Terms: Net 30 Days upon Credit Approval, 1.5% added monthly. Prices shown do not include PA Sales Taxes. Payments made via credit/debit cards may be subject to an additional surcharge.**

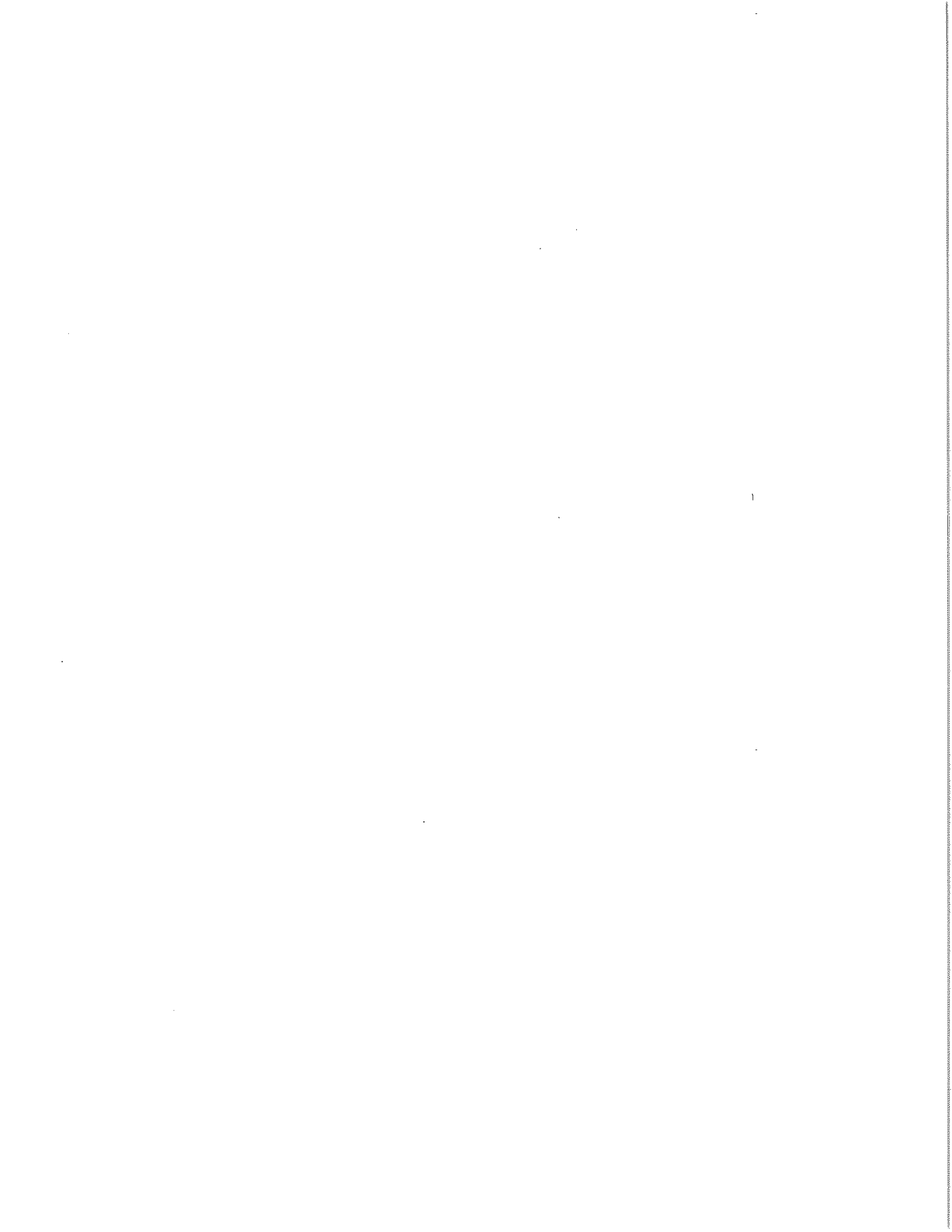
Our proposal includes engineering drawings, supervision of installation as required, connections within our control equipment, system commissioning, system test and demonstration of system operation. Mounting of all equipment, field device addressing, wiring installation, including punch-down of field wiring is not included in our proposal unless otherwise indicated. Our system commissioning activities are for Technician work only. Price is guaranteed for 30 days.

**PURCHASER:**  
Accepted

Berkshire Systems Group, Inc.  
Prepared By:

Signature \_\_\_\_\_  
Date: \_\_\_\_\_

Jason D. Miller





320 Commerce Drive  
Exton, PA 19341  
610.363.2233  
Fax: 610.363.2886  
[www.marcofire.com](http://www.marcofire.com)

Ken Clashaus  
Coatesville Area School District  
330 CG Zinn Rd.  
Thorndale, Pa. 19372

**Reference: Monitoring Cellular Communicator**

We are pleased to provide the following proposal for the installation of a Honeywell IPGSM-4G wireless communicators at the (13) thirteen various locations within the school district of Coatesville, Pa.

**WORK/SERVICES INCLUDED**

- # Honeywell wireless communicator
- # Electrical installation material
- # Electrical installation labor
- # System functional test
- # Training of key personnel

**WORK/SERVICES NOT INCLUDED**

- # Dedicated 120/220/440 VAC power source
- # Submittal to the authority having jurisdiction
- # Permits or application fees

**The installation of the cellular communicator can be supplied for: .....\$775.00 each**  
Note: Estimated total cost for (14) wireless communicator panels would be \$10,850.00.

**TERMS:** Payment due upon completion

**TAXES:** Sales, local, or any other applicable taxes are not included in the price quoted.

We trust our proposal meets with your approval. Please call me on my cell at (484)645-4803 or email me at [wct@marcofire.com](mailto:wct@marcofire.com) with any questions you may have in this regard.

Very truly yours,  
**MARCO PROTECTION SYSTEMS, LLC.**

Warren Troisi  
Fire Protection Consultant

WT/wt

Acceptance of this Proposal:

**(Please sign & return)**

Auth. Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

*Finance Enclosure*

Donation from Arcelor Mittal  
C. A. I. H. S.



Brian Ulkloss  
Coatesville Area School District  
545 E. Lincoln Highway  
Coatesville, PA 19320

Dear Brian:

ArcelorMittal is pleased to support the Coatesville Area School District. Enclosed please find a grant check in the amount of \$6,000.00 designated to support the following:

*STEM Robotics After School Program*

By endorsing and depositing this check, you warrant that there has been no change in your I.R.S. tax classification as an organization described in Internal Revenue Service Code sections 501(c)(3) and 509(a)(1), (2), or (3).

ArcelorMittal requires annual grant outcome reports from all grant recipients. Visit [www.usa.arcelormittal.com/giving](http://www.usa.arcelormittal.com/giving) to log in to your account to view your report deadline and access the online report.

As you consider communications or branding efforts for initiatives funded by this grant, please attribute all donor recognition to **ArcelorMittal**. Do not hesitate to contact us for any guidance, questions or should you need a logo.

We look forward to partnering with you.

Sincerely,

Beth Spurgeon  
USA Corporate Responsibility Manager



# Charitable contribution receipt acknowledgment

# ArcelorMittal

ArcelorMittal is pleased to be able to provide your organization with a charitable contribution. In order for us to comply with the Internal Revenue Reconciliation Act of 1993, it is necessary for us to receive from you a written acknowledgment of all contributions for \$250 or more. Therefore, please complete the following information and submit via email to [USACR@arcelormittal.com](mailto:USACR@arcelormittal.com) within 30 days of receipt.

Please check one:

I certify that a cash contribution was received from ArcelorMittal by:

I certify that an in-kind gift was received from ArcelorMittal by:

**Coatesville Area School District**

On \_\_\_\_\_ in the amount of \$6,000.00 designated for:

Please check one:

We **did not** provide goods or services (in whole or in part) in consideration for the above gift.

We **did** provide good or services to the donor (in whole or in part) in consideration for the above gift.

Please describe the goods and services, **including value** (use a separate sheet of paper if necessary):

Verification of tax exempt status:

I further certify that my organization is recognized by the United States Internal Revenue Service as tax-exempt under Section 501(c)(3) of the Internal Revenue Code, and meets all conditions necessary to make gifts deductible for income tax purposes. By accepting this grant, you are certifying that your organization shall comply with all applicable federal and state laws.

\_\_\_\_\_  
Name of organization

\_\_\_\_\_  
Street address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Federal tax exempt ID number

\_\_\_\_\_  
Name and title of authorized representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Finance Enclosure*

*Human Resources Report*

## **HUMAN RESOURCES REPORT – JANUARY 10, 2017**

### **1. Resignations - Regular and Extra Duty**

**RECOMMENDED MOTION:** That the Board of School Directors approve the following Resignations - Regular and Extra Duty:

#### a. CATA

- 1) Fraterman, Amanda, Special Education Teacher for Friendship Elementary School. Letter Dated: 12/16/2016. Reason: Personal. Effective: 2/17/2017.
- 2) Taylor, Stephanie, School Psychologist for South Brandywine Middle School. Letter Dated: 12/20/2016. Reason: Personal. Effective: 1/13/2017.
- 3) Walsh, Amy, Mathematics Teacher for Coatesville Area Senior High School. Letter Dated: 1/3/2017. Reason: Personal. Effective: 3/3/2017.

#### b. CATSS

- 1) Baker, Maxine, Cafeteria/Playground/Library Aide for Caln Elementary School. Reason: Retirement. Effective: 11/29/2016.
- 2) Davis, Kristin, 5.75 Cafeteria/Playground/Library Aide for Reeceville Elementary School. Reason: Personal. Effective: 1/5/2017.
- 3) Grant, Verna, 5.75 Hour Special Education One on One Aide for King's Highway Elementary School. Letter Dated: 12/26/2016. Reason: Personal. Effective: 1/6/2017.
- 4) Griffy, Rayonna, 5.75 Hour Special Education One on One Aide for East Fallowfield Elementary School. Reason: Personal. Effective: 12/26/2016.
- 5) Repko, Nancy, Attendance Secretary for Friendship Elementary School. Letter Dated: 12/22/2016. Reason: Personal. Effective: 1/13/2017.
- 6) Sheller, Gabrielle, Receptionist for Coatesville Area School District. Letter Dated: 12/22/2016. Reason: Personal. Effective: 1/6/2017.

#### c. FEDERATION

- 1) Raysor, David, B Custodian for Coatesville Area Senior High School. Letter Dated: 12/5/2016. Reason: Retirement. Effective: 1/6/2017.

#### d. NON-CERTIFIED

- 1) Walker, LaMont, Cook Manager for Caln Elementary School. Letter Dated: 12/19/2016. Reason: Personal. Effective: 1/2/2017.

#### e. EXTRA DUTY



- 1) Cooper, Victoria, Girls' Lacrosse Coach for North Brandywine Middle School. Letter Dated: 12/9/2016. Reason: Personal. Effective: 2016—2017 School Year.
- 2) Daniel, Darryl, Assistant Football Coach for Coatesville Area Senior High School. Letter Dated: 12/15/2016. Reason: Personal. Effective: 12/15/2016.
- 3) Ervin, Khalil, 7<sup>th</sup> Grade Boys' Basketball Coach for South Brandywine Middle School. Letter Dated: 12/6/2016. Reason: Personal. Effective: 12/6/2016.

2. **New Appointments - Regular and Extra Duty**

**RECOMMENDED MOTION:** That the Board of School Directors approve the following New Appointments - Regular and Extra Duty:

a. CATA

- 1) Sciandra, Jamielynn, 7<sup>th</sup> Grade English/Language Arts Teacher for North Brandywine Middle School. Posted: 10/17/2016. Salary: \$44,933 (prorated). Step: 2. Level: B. Temporary Professional Contract. Degree: BA—Creative Writing, Susquehanna University. Certification: English 7-12. SP4: Approved. Pending 168 Forms.
- 2) Stevenson, Jill, Special Education Teacher for South Brandywine Middle School. Posted: 11/7/2016. Salary: \$66,833 (prorated). Step: 11. Level: M+30. Professional Contract. Degree: MS—Education, Neumann University. MS—Educational Administration, Gwynedd-Mercy College. BS—Education, Temple University. Certification: Special Education PK-12, Earth and Space Science 7-12, Mid-Level Mathematics 6-9. Effective: 2/14/17. SP4: Approved. Pending 168 Forms.
- 3) Viscuso, Ashley, Long Term Substitute Special Education Teacher (certification letter) for South Brandywine Middle School. Posted: 10/6/2016. Salary: \$44,933 (prorated). Step: 1. Level: B. Temporary Substitute Employee Contract. Degree: BS—Early Childhood Education/Special Education, West Chester University. Certifications Pending: Grades PK-4, Special Education PK-8. SP4: Approved. Pending 168 Forms.

b. CATSS

- 1) Brubach, Michelle, 5.75 Hour Special Education One on One Aide for Friendship Elementary School. Posted: 11/17/2015. Salary: \$12.50/hour. Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.
- 2) Cotto, Ruth, 5.75 Hour Special Education One on One Aide for King's Highway Elementary School. Posted: 11/17/2015. Salary: \$12.50/hour. Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.
- 3) Davis, Kristin, 5.75 Hour Cafeteria/Playground/Library Aide for Reeceville Elementary School. Posted: 11/17/2015. Salary: \$9.50/hour. Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.

- 4) Hernandez, Raul, 5.75 Hour Cafeteria/Playground/Library Aide for Rainbow Elementary School. Posted: 11/17/2015. Salary: \$9.50/hour. Effective: 12/5/2016. SP4: Approved. Pending 168 Forms.
- 5) Marlow, Lakeesha, 4.5 Hour Cafeteria/Playground/Library Aide for Caln Elementary School. Posted: 11/17/2015. Salary: \$9.50/hour. Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.
- 6) Norris, Demetrius, 5.75 Hour Special Education One on One Aide for Scott Middle School. Posted: 11/17/2015. Salary: \$12.50/hour. Effective: 12/21/2016. SP4: Approved. Pending 168 Forms.
- 7) Schmidt, Jenny, 250 Day Secretary for the Coatesville Area School District. Posted: 6/28/2017. Salary: \$15/hour. Effective: 1/17/2017. SP4: Approved. Pending 168 Forms.

c. FEDERATION

- 1) Griffith, Karen, 3.75 Hour General Utility Worker for Coatesville Area Intermediate High School. Posted: 5/31/2016. Salary: \$13.66 per hour (\$14.66 after 520 hour probation period). Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.
- 2) Scullin, Regina, 3 Hour General Utility Worker for King's Highway Elementary School. Posted: 5/31/2016. Salary: \$13.66 per hour (\$14.66 after 520 hour probation period). Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.

d. EXTRA DUTY

- 1) Batten, Megan, Homebound Instructor Tutor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour as need arises. Effective: 2016—2017 School Year. SP4: Staff.
- 2) Brownback, Matthew, Assistant Wrestling Coach for South Brandywine Middle School. Posted: 10/10/2016. Salary: \$1,660.25 (prorated). Effective: 2016—2017 School Year. SP4: Approved. Pending 168 Forms.
- 3) Byerly, Stephanie, Club 24 Co-Advisor for Caln Elementary School. Posted: 12/5/2016. Salary: \$265.79 (prorated). Effective: TBD.
- 4) Crouse, Cynthia, Homebound Instructor Tutor for Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour as need arises. Effective: 2016—2017 School Year. SP4: Staff.
- 5) Eaton, Jennifer, Mentor for Robert Muehlbach. Subject: Math. Building: Coatesville Area Senior High School. Posted: 6/1/2016. Salary: \$1,000 (prorated) per mentee. Effective: 2016—2017 School Year. SP4: Staff.
- 6) Ervin, Khalil, 8<sup>th</sup> Grade Boys' Basketball Coach for South Brandywine Middle School. Posted: 11/19/2016. Salary: \$3,394.75 (prorated). Effective: 2016—2017 School Year. SP4: Staff.

- 7) Guy, Donna, Pilot Program for STEM Club for Reeceville Elementary School. Posted: 12/13/2016. Salary: \$615.00 (Prorated). Effective: 2016—2017 School Year. SP4: Staff.
- 8) Henan, Madline, Food Service Substitute for the Coatesville Area School District. Posted: 5/31/2016. Salary: \$9/hour. Effective: 1/3/2017. SP4: Approved. Pending 168 Forms.
- 9) Hughes, Gabriel, Mentor for Austin Gross. Subject: Instrumental Music. Building: Coatesville Area Senior High School. Posted: 6/1/2016. Salary: \$1,000 (prorated) per mentee. Effective: 2016—2017 School Year. SP4: Staff.
- 10) Schreiber, Stephen, 7<sup>th</sup> Grade Boys Basketball Coach for North Brandywine Middle School. Posted: 11/30/2016. Salary: \$2,422.20 (prorated). Effective: 2016—2017 School Year. SP4: Staff.
- 11) Sheehan, Patrick, After School Tutor for Coatesville Area Senior High School. Posted: 11/8/2016. Salary: \$33/hour per CATA contract. Effective: 2016—2017 School Year. SP4: Staff.
- 12) Zwick, Jody, Girls' Lacrosse Coach for North Brandywine Middle School. Posted: 12/12/2016. Salary: \$2,518.94 (prorated). Effective: 2016—2017 School Year. SP4: Staff. Pending 168 Forms.
- 13) After School Tutors for Scott Middle School. Posted: 10/7/2016. Salary: \$33/hour per CATA contract. Effective: 2016—2017 School Year. SP4: Staff.

Angela Garthwaite  
 Emma Kate Knightly  
 Patricia Miller  
 Brian Riker

Margaret Gunlefinger  
 Melissa McIlhenny  
 Audrey Monte

- 14) Club 24 Co-Advisors for Caln Elementary School. Posted: 12/5/2016. Salary: \$265.79 (prorated). Effective: TBD. SP4: Staff.

Jonathan Maxwell

Jennifer Pfeiffer

**3. Involuntary Transfers:**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Involuntary Transfer of:

a. CATSS

- 1) Sheckells, Joanne, move from 5.75 Hour Special Education One on One Aide for Rainbow Elementary School to East Fallowfield Elementary School. Effective: 12/12/2016.

4. **Change of Status**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Change of Status as indicated:

a. FEDERATION

- 1) Vasko, Kristen, move from 3 Hour General Utility Worker for Rainbow Elementary School to 4.5 Hour General Utility Worker for Scott Middle School. Effective: 11/20/2015.

5. **Tenure**

**RECOMMENDED MOTION:** That the Board of School Directors approve tenure for the following temporary professionals who have been certified by the District Superintendent as being eligible for the professional status. Each person shall be provided with a Professional Employee Contract per Section 1108 of the School Code.

Kyle Walker 8/26/2016

6. **Corrections**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Corrections as indicated:

- 1) Gross, Austin, Music Teacher for the Coatesville Area Intermediate High School did not transfer to Coatesville Area Senior High School. Effective: 8/29/2016.
- 2) Tingle Lewis, Rita, Music Teacher for the Coatesville Area Senior High School did not transfer to Coatesville Area Intermediate High School. Effective: 8/29/2016.

# *Finance Committee ~ Enrollment Report*

- *CASD*
- *Charter Schools*

# COATESVILLE AREA SCHOOL DISTRICT ENROLLMENT REPORT

Date: 12/31/16

Current Building Name	01	02	03	04	05	06	07	08	09	10	11	12	K	Total
CALN ELEMENTARY	101	82	75	79	68								64	469
COATESVILLE AREA INTERMEDIATE HS									480	518				998
COATESVILLE AREA SENIOR HIGH SCHOOL											557	446		1003
EAST FALLOWFIELD ELEMENTARY	50	49	56	65	49								60	329
FRIENDSHIP ELEMENTARY	66	52	63	48	59								60	348
KINGS HIGHWAY ELEMENTARY	70	85	88	88	72								65	468
NORTH BRANDYWINE MIDDLE SCHOOL						143	129	144						416
RAINBOW ELEMENTARY	105	146	132	131	146								141	801
REECEVILLE ELEMENTARY	71	77	84	74	75								71	452
SCOTT MIDDLE SCHOOL						132	154	154						440
SOUTH BRANDYWINE MIDDLE SCHOOL						195	202	192						589
	463	491	498	485	469	470	485	490	480	518	557	446	461	6313

**ABOVE TOTALS INCLUDE:**

CASD CYBER ACADEMY-ON-SITE							2	4	6	13	14	7		46
CASD CYBER ACADEMY-OFF-SITE							2	4	5	9	30	29		79
														125

# CASD CHARTER SCHOOL ENROLLMENT REPORT

12/31/2016

Current Building Name	Current Building	01	02	03	04	05	06	07	08	09	10	11	12	K	Total	Previous Year
21ST CENTURY CYBER CHARTER SCHOOL	5011						1	5	1	3	5	10	1		26	21
ACHIEVEMENT HOUSE CHARTER SCHOOL (CYBER)	5012								1	1		2			4	4
AGORA CYBER CHARTER SCHOOL	5025	1	1	1	3	5	1	4	3	2	2	1	3	2	29	32
AVON GROVE CHARTER SCHOOL	5013	26	15	15	27	19	23	32	26	20	17	14	18	3	255	219
CENTRAL PA DIGITAL LEARNING	5029														0	0
CHESTER COUNTY FAMILY ACADEMY	5014	9	9	1										9	28	27
COLLEGIUM CHARTER SCHOOL	5015	223	154	190	150	152	142	139	89	103	72	56	44	217	1731	1496
COMMONWEALTH CONNECTIONS CYBER CHARTER	5016	1	1	3	2	2	3	1	4	2	2		2		23	38
DR. ROBERT KETTERER GS (court placed)	5031											2			2	1
PA CYBER CHARTER SCHOOL, THE	5019	4			1	1	2	4		1	5	4	2	1	25	31
PA DISTANCE LEARNING CHARTER SCHOOL	5027										1	1			2	1
PA LEADERSHIP CYBER CHARTER SCHOOL	5020	2	6	4	6	5	6	12	9	13	18	14	9	2	106	94
PA VIRTUAL CYBER CHARTER SCHOOL	5021	2	1	3		2	2		3	1		1	1		16	17
REACH CYBER CHARTER SCHOOL	8136	1			1	1	2	1							6	0
RENAISSANCE	5022			1					1	1		1		2	6	6
		269	187	218	190	187	182	198	137	147	122	106	80	236	2259	1987
272																

*Coatesville Area School District  
Education Committee*



Members

Deborah Thompson, Chair  
James Hills  
Ann Wuertz

January 10, 2017



# Education Committee Agenda

Coatesville Area Senior High School Auditorium

January 10, 2017 - 6:00 PM

(2<sup>nd</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Deborah Thompson  
**BOARD MEMBERS:** James Hills and Ann Wuertz  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the November 8, 2016 Education Committee meeting minutes. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## AGENDA ITEMS

- A. **Confidential Agreed Upon Expulsion, Waiver of School Board Hearing - Release Agreement and Covenant Not To Sue – Student 70000435**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Release Agreement and Covenant Not to Sue for Student 70000435. (*Confidential Enclosure*)
- B. **Confidential Agreed Upon Expulsion, Waiver of School Board Hearing - Release Agreement and Covenant Not To Sue – Student 10001205**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Release Agreement and Covenant Not to Sue for Student 10001205. (*Confidential Enclosure*)
- C. **Confidential Agreed Upon Expulsion, Waiver of School Board Hearing - Release Agreement and Covenant Not To Sue – Student 17000082**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Release Agreement and Covenant Not to Sue for Student 17000082. (*Confidential Enclosure*)
- D. **Confidential Agreed Upon Expulsion, Waiver of School Board Hearing - Release Agreement and Covenant Not To Sue – Student 17000064**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Release Agreement and Covenant Not to Sue for Student 17000064. (*Confidential Enclosure*)
- E. **Lindamood-Bell 2016-2017 School Year Contract – Student 60000652**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 2016-2017 School Year Contract with Lindamood-Bell for Student 60000652, as presented. (*Confidential Enclosure*)
- F. **Valley Forge Educational Services 2016-2017 School Year Contract – Student 11000114**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 2016-2017 School Year Contract with The Vanguard School and Valley Forge Educational Services for Student 11000114. (*Confidential Enclosure*)

- G. Valley Forge Educational Services 2016-2017 School Year Contract – Student 14000099**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 2016-2017 School Year Contract with The Vanguard School and Valley Forge Educational Services for Student 14000099. (*Confidential Enclosure*)
- H. Student Adjudication for 10001754**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for Student 10001754, as presented. (*Confidential Enclosure*)
- I. SCOIR, Inc. Contract**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the SCOIR, Inc. college search, guidance, application and admission services at no cost to the District, as presented. (*Enclosure*)
- J. Lifetouch Renewal Contracts and Commission Checks**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Lifetouch Renewal Contracts and accept the commission checks as outlined below:
- Reeceville Elementary School            2017            \$150 and \$373
  - King's Highway Elementary School    2017            \$150 and \$524
  - Rainbow Elementary School            2017            \$150 and \$714
  - C. A. I. H. S. - 9/10 Center            2017            \$2,500
  - Scott Middle School                    2017
- K. Donation from David's Drive**  
**RECOMMENDED MOTION:** That the Board of School Directors accept the donation of clothing/uniforms in the amount of \$4,030.13 from David's Drive.
- L. AFJROTC Field Trips**  
**RECOMMENDED MOTION:** That the Board of School Directors approve two AFJROTC Field Trips, as presented. (*Confidential Enclosure*)
- M. Glen Mills Schools Contract**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with the Glen Mills School, as presented. (*Confidential Enclosure*)
- N. Donation from the Schweitzer Engineering Laboratories, Inc.**  
**RECOMMENDED MOTION:** That the Board of School Directors accept a check for \$100 from the Schweitzer Engineering Laboratories, Inc. (*Enclosure*)

O. **STEM Scholarship Grant from Bentley Systems, Inc.**

**RECOMMENDED MOTION:** That the Board of School Directors accept the following checks from Bentley Systems colleagues, as described below: (Enclosure)

- |   |         |
|---|---------|
| • Rainbow Elementary STEM – Mrs. Murphy’s 3 <sup>rd</sup> Grade Class | \$750   |
| • Rainbow Elementary STEM – Mrs. Murphy’s 3 <sup>rd</sup> Grade Class | \$1,000 |
| • C. A. S. H. S. – William Mendenhall, III                            | \$1,000 |

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

*Education Committee*

*Minutes to Approve*

# Education Committee Minutes

Coatesville Area Senior High School Auditorium

**November 8, 2016 - 6:00 PM**

*(2<sup>nd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Deborah Thompson  
**BOARD MEMBERS:** James Hills and Ann Wuertz  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 7:28 p.m.

## APPROVAL of MINUTES

Approval of the October 11, 2016 Education Committee meeting minutes. (*Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 2-0  
Abstained: Thompson

## AGENDA ITEMS

**A.     Heinemann Leveled Literacy Intervention**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the primary and intermediate LLI follow-ups, as presented. (*Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 3-0

**B.     Drama Club, Band, Orchestra and Choral Students' Trip to New York City**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal for an educational and enriching trip to New York City for the band, orchestra, choral students and Drama Club to see the acclaimed Disney Broadway production of "*Aladdin*", as presented. (*Confidential Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 3-0

**C.     Indoor Track Tournament Entry Fees**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Girls' and Boys' Indoor Track Tournament and Entry Fees, as presented. (*Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 3-0

**D.     Chester County Intermediate Unit Practical Nursing Contract**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Chester County Intermediate Unit Practical Nursing Contract, as presented. (*Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 3-0

**E.     Calm Elementary School Field Trips**  
**RECOMMENDED MOTION:** That the Board of School Directors approve four (4) grants for field trips to Longwood Gardens, the Franklin Institute, the Philadelphia Zoo, and the National Constitution Center. (*Confidential Enclosure*)

Motion: Ann Wuertz                                  Second: James Hills                                  Vote: 3-0

**F. Adjudication for Student 11000408**

**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student #11000408, as presented. (*Confidential Enclosure*)

Motion: Ann Wuertz

Second: James Hills

Vote: 3-0  
)

**G. Adjudication for Student 10011049**

**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student #10011049, as presented. (*Confidential Enclosure*)

Motion: Ann Wuertz

Second: James Hills

Vote: 3-0

**INFORMATIONAL ITEM(S)**

- Right-to-Learn Task Force/Committee
- Keystone Preparedness – Dr. Siobhan Leavy
- Update on Report Cards – Dr. Kimberly Donahue

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** This meeting adjourned at 7:53 p.m.

*Respectfully submitted by Karen Jackson*

*Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.*

*Education Committee*  
SCOIR, Inc. Contract

# Order Form



**Date:** December 16, 2016

**Client:**

Coatesville Area Senior High School  
1445 East Lincoln Highway  
Coatesville, PA 19320

**Supplier:**

SCOIR, Inc.  
23 N. Walnut Street  
West Chester, PA 19380

**Client Contact:**

Siobhan Leavy, Director of Pupil Services  
leavys@casdschools.org

**SCOIR Contact:**

Kevin McCloskey, President  
kevin@scoir.com

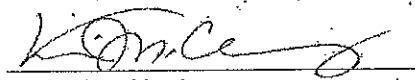
Description of Services	Term	No. Users	Price
The college search, guidance, application and admissions services currently available via <a href="http://www.scoir.com">www.scoir.com</a> .	∞ (perpetual)	Unlimited	FREE
Training and support of college counselling personnel	∞ (perpetual)	Unlimited	FREE
Data migration and training of client-selected administrators, faculty and students.	10 hours	Unlimited	FREE

<b>Notes:</b>	1. Use of the services described above may be subject to additional terms and conditions that, together with this Order Form, shall constitute a binding contract between Client and Scoir, Inc.
	2. Scoir may, from time to time, introduce new features to the services described above. Additional features that are fee-bearing will be optional add-ons priced under a separate order form.
	3. By purchasing and utilizing the services, you are authorizing Scoir to produce and distribute marketing information and materials that reference Client as a SCOIR customer and which may describe the services and related benefits provided by SCOIR to Client.

Please sign and date below to indicate your acceptance of this Order Form. By your signature below, you confirm that you are authorized by your educational organization to make this purchase. The terms of this Order Form are valid for 30 days from the date specified above.

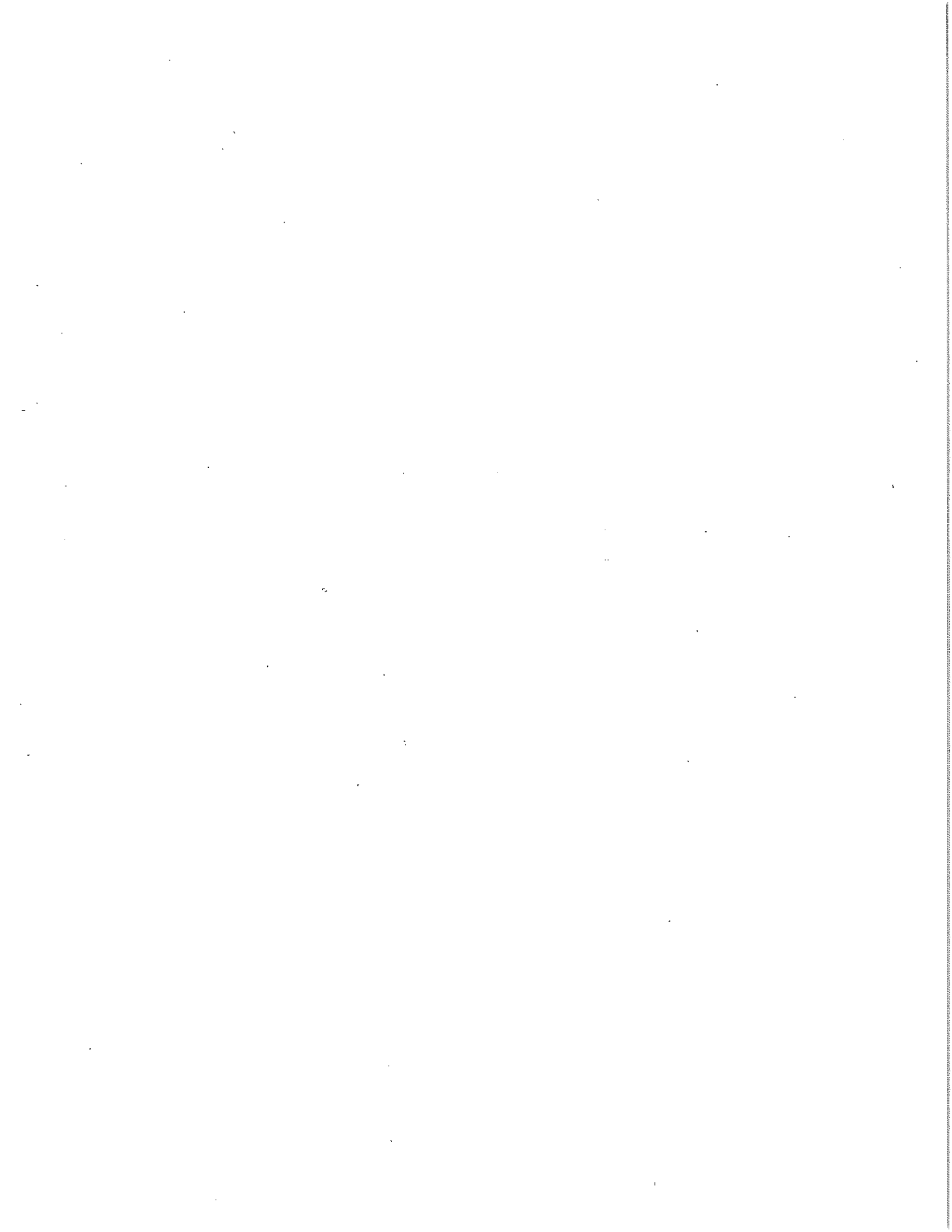
Name:  
Title:

Date

  
Kevin McCloskey  
President  
SCOIR, Inc.

12/16/2016  
Date





*[to be entered into via an online clickwrap agreement]*

**SCOIR, INC.  
CLIENT SERVICES AGREEMENT**

This Client Services Agreement (the "**Agreement**") is made and entered into by and between you ("**Client**", "**You**" or "**Your**") and Scoir, Inc. ("**Scoir**", "**We**", "**Us**" or "**Our**"). If You are entering into this Agreement on behalf of an educational institution, an educational administrative organization, an education industry association, a company, or other legal or professional entity, You represent that You have the authority to bind such entity and its Affiliates to these terms and conditions, in which case the terms "Client", "You" and "Your" shall refer to such entity and its Affiliates.

This Agreement contains the terms and conditions that govern Your use of, and the terms and conditions upon which We will provide to You, the Services defined herein. By accepting this Agreement, either by clicking a box indicating Your acceptance or by executing an order form that references this Agreement, You acknowledge that You have read, understand, and agree to the terms of this Agreement. If You do not agree with these terms and conditions, You must not accept this Agreement and You may not use the Services.

*This Agreement was last updated on September 1, 2016. Scoir reserves the right to modify this Agreement from time to time in accordance with the provisions contained herein.*

**1. DEFINITIONS.** Capitalized terms defined herein shall have the meanings ascribed to them, including the following terms, which shall have the following meanings:

"**Affiliate**" means any entity that directly or indirectly controls, is controlled by, or is under common control with the subject entity; and "control", for purposes of this definition, means direct or indirect ownership or influence of more than 50% of the voting interests of the subject entity.

"**Confidential Information**" means all information disclosed by one party ("**Disclosing Party**") to another party ("**Receiving Party**"), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure.

"**Content**" means any information inputted into the Website by Us or a User and which may be accessible by any User.

"**Data**" means any information inputted into the Website by You or with Your authority, including, without limitation, information inputted by Invitees, and which is restricted to access by You, Invitees, and other Users that You or Invitees may permit.

"**Intellectual Property Rights**" means any patent, trademark, service mark, copyright, moral right, right in design, know-how and any other intellectual or industrial property rights anywhere in the world whether or not registered.

"**Invitee**" mean any User who is authorized by You to use the Services, or any portion thereof, and for whom You have provisioned the Services. Invitees may include, for example, Your students and their parents or guardians, teachers, guidance counselors, and administrators.

"**Order Form**" means an ordering document or online order entered into between You and Us that identifies Client and specifies the Initial Term of this Agreement and the fees payable by You for the Services to be provided hereunder.

"**Services**" means the online college search, guidance, application and admissions services, made available via the Website and through which You can connect with Invitees and You and Invitees may connect with other Users to whom You or Invitees may grant permission.

"**User**" means any person or entity who creates a user account on the Website. Users include, but are not limited to, You and Invitees.

"**Website**" means the Internet site at the domain *www.scoir.com* or any other site operated by Scoir.

## **2. USE OF THE SERVICES.**

2.1. **Your Use.** Scoir grants You the right to access and use, and grant Invitees access to use, the Services for Your own lawful and legitimate business or organizational purposes. This right is non-exclusive, non-transferable, and limited by and subject to this Agreement.

2.2. **Use by Invitees.** You acknowledge and agree that, subject to any applicable agreement between You and an Invitee, or any other applicable laws:

- (a) You determine who is an Invitee;
- (b) You are responsible for all Invitees' use of the Services;
- (c) You control each Invitee's level of access to the relevant portions of the Services at all times and can revoke or change an Invitee's access, or level of access, at any time and for any reason, in which case that person or entity will cease to be an Invitee or shall have that different level of access, as the case may be;
- (d) If there is any dispute between You and an Invitee regarding access to the Services, or any portion thereof, You shall decide what access or level of access to the Services, or any portion thereof, that Invitee shall have, if any.

2.3. **Changes to the Services.** We reserve the right to modify and update the Services at any time and such modification or update will be effective when posted on the Website or when You are notified by other means. We will endeavor, but are not obligated, to provide 30 days' prior notice of any such material change. If You do not wish to be bound by such change, You may discontinue using and terminate the Services before the change becomes effective. Your continued use of the Services after the change becomes effective indicates Your agreement to such modification or update.

## **3. SCOIR'S RESPONSIBILITIES.**

3.1. **Provision of Services.** We will make the Services available to You pursuant to this Agreement and any applicable Order Form and use commercially reasonable efforts to make the online Services available 24 hours a day, 7 days a week, except for: (i) planned downtime, of which We shall give advance electronic notice, and (ii) any unavailability caused by circumstances beyond Our reasonable control, including, for example, an act of God, act of government, flood, fire, earthquake, civil unrest, act of terror, strike or other labor problem (other than one involving Our employees), Internet service provider failure or delay, third-party application, or denial of service attack.

3.2. **Data Protection.** We will maintain administrative, physical, and technical safeguards for the protection of the security, confidentiality and integrity of Data. Those safeguards will include, but will not be limited to, measures for preventing access, use, modification or disclosure of Data by Our personnel except (i) to provide the Services and prevent or address service or technical problems, (ii) as compelled by law in accordance with Section 10.4 (Compelled Disclosure) below, or (iii) as You expressly permit.

3.3. **Our Personnel.** We will be responsible for the performance of Our personnel, including Our employees and contractors, and their compliance with Our obligations under this Agreement, except as otherwise specified herein.

3.4. **User-Generated Content.** We will take reasonable measures to ensure that no Content uploaded by Users is erroneous, defamatory, libelous, slanderous, obscene or profane, and We will expeditiously review and, if We deem appropriate, remove such Content from the Website whenever such Content is brought to Our

attention. Notwithstanding the foregoing, We, as a provider of services that permit the upload of user-generated content, will not be liable for the accuracy or appropriateness of any Content. In addition, certain portions of the Services may contain functionality by which Users may post reviews, make recommendations, or give ratings of Content and Data. No review, recommendation, or rating provided within the Services shall be deemed to be either an endorsement by Scoir or an accurate statement of quality, competency, experience or qualification pertaining to the subject matter thereof.

#### **4. CLIENT'S RESPONSIBILITIES.**

4.1. General Obligations. You must only use the Services for Your own lawful and legitimate business or organizational purposes and in accordance with this Agreement and any notice sent by Us or condition posted on the Website. You may use the Services on behalf of others or in order to provide services to others; provided, however, that You are expressly authorized to do so.

4.2. Access Conditions. You must ensure that all usernames and passwords required to access the Services are kept secure and confidential. You agree to immediately notify Us of any unauthorized use of Your passwords or any other security breach and You agree to take all other actions that We reasonably deem necessary to maintain or enhance the security of the Website, the Data, and Your access to the Services.

4.3. Use Conditions. When using the Services, You agree to:

(a) not attempt to undermine the security or integrity of the Website, the Data, the Services, and, where the Services are hosted by a third party, that third party's computing systems and networks;

(b) not use, or misuse, the Services in any way which may impair the functionality of the Services or Website, or other systems used to deliver the Services or impair the ability of any other user to use the Services or Website;

(c) not attempt to gain unauthorized access to any Data or portions of the Services other than those to which You have been given express permission to access;

(d) not transmit via, or input into, the Website, any (i) files that may damage any User's computing devices or software; (ii) Content that may reasonably be deemed to be offensive to any other User; or (iii) Content or Data in violation of any law or Intellectual Property Rights; and

(e) not attempt to modify, copy, adapt, reproduce, disassemble, decompile or reverse engineer any computer programs used to deliver the Services or to operate the Website.

4.4. Communication Conditions. If You use any communication tools available through the Website (such as a forum, chat room or message center), You agree only to use such communication tools for lawful and legitimate purposes. You must not use any such communication tool for posting or disseminating any material unrelated to the use of the Services, including, but not limited to, offers of goods or services for sale and commercial solicitations. When You make any communication on the Website, You represent that You are permitted to make such communication. Scoir is under no obligation to ensure that the communications on the Website are legitimate or that they are related only to the use of the Services. Notwithstanding the foregoing, Scoir reserves the right to remove any communication at any time in its sole discretion.

#### **5. PRIVACY**

5.1. Family Educational Rights and Privacy Act. In the event Client is subject to the provisions of the Family Educational Rights and Privacy Act of 1974, as amended ("**FERPA**"), then Client hereby (i) appoints Scoir as a "school official" pursuant to FERPA §99.31(a)(1)(i)(B); and (ii) determines that, for the purpose of carrying out its responsibilities under the Agreement, Scoir has a "legitimate educational interest" pursuant to FERPA §99.7(a)(3)(iii); and (iii) acknowledges that Scoir may disclose, pursuant to FERPA §99.31(a)(2), personally identifiable information from an education record of a student without prior consent.

5.2. Children's Online Privacy Protection Act. In the event that Client's use of the Services is, or may reasonably be, used by or directed to individuals under the age of 13, then Client shall (i) comply fully with the provisions of the Children's Online Privacy Protection Act of 1998, as amended ("**COPPA**"), and (ii) be considered the "operator" of the Website pursuant to COPPA §1302(2).

**6. THIRD PARTY SERVICES.** Through the Services, You and Invitees may be able to elect to receive services from partners of Scoir (each such service, a "**Third Party Service**", and each such partner, a "**Partner**"). Scoir is not responsible for Third Party Services or any material, information or results available through Third Party Services and the applicable Partners may require You and Invitees to agree to terms and conditions or agreements with respect to their provision of the Third Party Services to You or Invitees. You or Invitees are solely responsible for, and assume all risk arising from, Your or Invitees' election and receipt of any Third Party Service. If You or Invitees elect to receive a Third Party Service, You or Invitees, as the case may be, authorize Us to submit to the applicable Partner any and all information and Data about You or Invitees necessary for such Partner to provide the Third Party Service to You or Invitees (the "**Shared Information**"). You are responsible for the accuracy of all Shared Information provided to Us and approved to be submitted to Partners. You represent and warrant that You have all the rights in and to any Shared Information necessary to provide Shared Information, and that Scoir's use of Shared Information as contemplated hereunder will not violate any rights of privacy or other proprietary rights, or any applicable local, state or federal laws, regulations, orders or rules. You and Invitees agree that by electing to receive a Third Party Service, and consenting and authorizing Us to submit your Shared Information to a Partner, You and Invitees have waived and released any claim against Us arising out of a Partner's use of Shared Information. In no event will Scoir be liable to You, Invitees or any third party for any direct, indirect, consequential, special, or punitive loss or damages regardless of whether such damages are based on contract, tort (including negligence), strict liability, or any other theory or form of action or whether We knew or should have known of the likelihood of such damages in any circumstances, arising out of or related to a Partner's use of Shared Information.

## **7. FEES AND PAYMENTS.**

7.1. Service Fees. The Services, or certain portions thereof, may require a fee for Your access and use and certain special services, such as implementation and data migration services, may be fee-bearing. You agree to pay for the Services and all special services, if applicable, in accordance with the fee schedule set forth on the Order Form. Such fees are payable in advance of Your use of the Services and exclusive of any sales, use or similar taxes imposed thereon. All fees paid by You are non-refundable except as otherwise provided for herein.

7.2. Changes to Fees. Scoir reserves the right to introduce new fee-bearing services and to change the schedule of fees from time to time upon no less than 30 days' advance notice to You; provided, however, that such fee changes for services then in effect on Your account shall not become effective until the end of the then-current Term, as set forth on the Order Form. If a fee change to the Services is not acceptable, You may cancel this Agreement as provided herein prior to the time when such changes takes effect. Your continued use of the Services constitutes Your agreement to those changes.

7.3. Non-Payment. If We are unable to collect fees due because of insufficient funds in Your bank account or for any other reason, You must pay the amount due immediately upon demand, plus any applicable processing fees, bank fees or charges for return items, plus any attorney's fees and other costs of collection as allowed by law. In addition to the foregoing, Scoir may suspend the Services or terminate this Agreement and avail itself of any other available remedy.

## **8. TERM; TERMINATION.**

8.1. Term. This Agreement shall become effective on the date of Your acceptance hereof and shall continue for the period set forth in the Order Form ("**Initial Term**"). At the end of the Initial Term, and each subsequent anniversary thereof, this Agreement shall automatically renew for an additional one-year period ("**Renewal Term**") unless either party gives the other notice of non-renewal at least 30 days before the end of the relevant Initial Term or Renewal Term or until terminated pursuant to Section 8.2.

8.2. Termination for Convenience. You may terminate this Agreement at anytime for any reason, or for no reason, by providing Us with 30 days' advance written notice. No prepaid fees shall be or become refundable upon termination pursuant to this Section 8.2.

8.3. Termination for Cause. Either party may terminate this Agreement for cause in the event that the other party materially breaches any provision of this Agreement and such breach, if capable of being cured, is not cured within 30 days of receiving written notice of such breach from the terminating party.

8.4. Post-Termination Rights. If this Agreement is terminated by You in accordance with Section 8.2, We will refund You any prepaid fees relating to Your access and use of the Services after the effective date of termination. Upon request by You made within 30 days after the effective date of termination of this Agreement, We will make the Data available to You for export or download. After such 30-day period, We will have no obligation to retain or make available to You any Data, unless legally required. Scoir shall not be liability for any costs, losses, damages, or liabilities arising out of or related to termination of this Agreement.

8.5. Surviving Provisions. Sections 7 (Fees and Payments), 8.4 (Post-Termination Rights), 8.5 (Surviving Provisions), 9 (Proprietary Rights), 10 (Confidentiality), 11.3 (Disclaimers), 12 (Indemnities), 13 (Limitation of Liability) and 14 (General Provisions) will survive any terminated of this Agreement.

## 9. PROPRIETARY RIGHTS

9.1. General. Scoir, or its licensors, owns all worldwide right, title and interest in and to the Website, Content, and applications and software platform used to provide the Services. This Agreement does not convey any proprietary interest in or to any Our Intellectual Property Rights or rights of entitlement to the use thereof except as expressly set forth herein.

9.2. Ownership of Data. Title to, and all Intellectual Property Rights in, the Data remain Your property. However, Your access to the Data is contingent on Your compliance with the terms and conditions of this Agreement. You hereby grant Us a license to use, copy, transmit, store, and back-up Your information and Data for the purposes of enabling You to access and use the Services and for any other purpose related to provision of services to You.

9.3. Backup of Data. You must maintain copies of all Data inputted into the Services. We adhere to generally accepted industry best practice policies and procedures to prevent data loss, including a daily system data back-up regime, but We do not make any guarantees that there will be no loss of Data. Scoir expressly excludes liability for any loss of Data no matter how caused.

9.4. Third-Party Services and Your Data. If You enable Third-Party Service for use in conjunction with the Services, Scoir shall not be responsible for any disclosure, modification or deletion of Data resulting from any such access by Third Party Service.

9.5. User Feedback. Any feedback, comments and suggestions You or Invitees may provide for improvements to the Services is given entirely voluntarily and We will be free to use, disclose, reproduce, license or otherwise distribute, and exploit such feedback as We see fit, entirely without obligation or restriction of any kind.

## 10. CONFIDENTIALITY

10.1. Confidential Information. Your Confidential Information includes the Data; Our Confidential Information includes the Services and Content; and Confidential Information of each party includes the terms and conditions of this Agreement and all Order Forms. However, Confidential Information does not include any information that (i) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party, (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party.

10.2. Degree of Care. The Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but not less than reasonable care) to (i) not use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement and (ii) except as otherwise authorized by the Disclosing Party in writing, limit access to Confidential Information of the Disclosing Party to those of its and its Affiliates' employees and contractors who need that access for purposes consistent with this Agreement and who have signed confidentiality agreements with the Receiving Party containing protections not materially less protective of the Confidential Information than those herein. Neither party will disclose the terms of this Agreement or any Order Form to any third party other than its Affiliates, legal counsel and accountants without the other party's prior written consent, provided that a party that makes any such disclosure to its Affiliate, legal counsel or accountants will remain responsible for such Affiliate's, legal counsel's or accountant's compliance with this "Confidentiality" section.

10.3. Permitted Disclosure. Notwithstanding the foregoing, You may disclose the terms of this Agreement and any applicable Order Form to the extent required under any state or local "Right-To-Know-Law" and We may disclose the terms of this Agreement and any applicable Order Form to the extent necessary to perform Our obligations to You under this Agreement.

10.4. Compelled Disclosure. The Receiving Party may disclose Confidential Information of the Disclosing Party to the extent compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of the compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest the disclosure. If the Receiving Party is compelled by law to disclose the Disclosing Party's Confidential Information as part of a civil proceeding to which the Disclosing Party is a party, and the Disclosing Party is not contesting the disclosure, the Disclosing Party will reimburse the Receiving Party for its reasonable cost of compiling and providing secure access to that Confidential Information.

## 11. REPRESENTATIONS, WARRANTIES AND DISCLAIMERS

11.1. Representations. Each party represents that it has validly entered into this Agreement and has the legal power to do so.

11.2. Our Warranties. We warrant that, during the term of this Agreement, We will not materially decrease the safeguards for protection of the security, confidentiality and integrity of the Data and that the Services will perform materially in accordance with the terms hereof. For any breach of these warranties, Your exclusive remedies are those described in Section 8 (Term; Termination).

11.3. Disclaimers. Your use of the Services is entirely at Your own risk. Scoir is not in the business of providing student counselling, college guidance, or any other professional services or advice. The Services is provided "AS IS" and on an "AS AVAILABLE" basis. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, SCOIR DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, DATA LOSS, NON-INFRINGEMENT, OR THE ACCURACY, RELIABILITY, QUALITY OF ANY CONTENT, DATA OR INFORMATION IN OR LINKED TO THE SERVICE. EACH PARTY DISCLAIMS ALL LIABILITY AND INDEMNIFICATION OBLIGATIONS FOR ANY HARM OR DAMAGES CAUSED BY ANY THIRD-PARTY HOSTING PROVIDERS. SCOIR DOES NOT WARRANT THAT THE SERVICE WILL BE COMPLETELY SECURE, FREE FROM BUGS, VIRUSES, INTERRUPTION, ERRORS, THEFT OR DESTRUCTION. If the exclusions for any implied warranties do not apply to You, any implied warranties are limited to 60 days from the date You first begin to use the Services.

## 12. INDEMNITIES

12.1. Indemnification by Us. We will defend You against any claim, demand, suit or proceeding made or brought against You by a third party alleging that any Services infringes or misappropriates such third party's Intellectual Property Rights (a "**Claim Against You**"), and will indemnify You from any damages, attorney fees and costs finally awarded against You as a result of, or for amounts paid by You under a settlement approved by Us in writing of, a Claim Against You, provided You (i) promptly give Us written notice of the Claim Against

You, (ii) give Us sole control of the defense and settlement of the Claim Against You (except that We may not settle any Claim Against You unless it unconditionally releases You of all liability), and (iii) give Us all reasonable assistance, at Our expense. If We receive information about an infringement or misappropriation claim related to a Services, We may in Our discretion and at no cost to You (a) modify the Services so that they are no longer claimed to infringe or misappropriate, without breaching Our warranties above, (b) obtain a license for Your continued use of that Services in accordance with this Agreement, or (c) terminate Your use for that Services upon 30 days' written notice and refund You any prepaid fees covering the remainder of the term then in effect. The above defense and indemnification obligations do not apply to the extent a Claim Against You arises from Data, a third-party application provisioned by You, or Your use of the Services in violation of this Agreement or applicable Order Forms.

12.2. Indemnification by You. You will defend Scoir against any claim, demand, suit or proceeding made or brought against Us by a third party alleging that any of Your Data infringes or misappropriates such third party's intellectual property rights, or arising from Your use of the Services or Content in violation of the Agreement, Order Form or applicable law (each a "**Claim Against Us**"), and You will indemnify Us from any damages, attorney fees and costs finally awarded against Us as a result of, or for any amounts paid by Us under a settlement approved by You in writing of, a Claim Against Us, provided We (i) promptly give You written notice of the Claim Against Us, (ii) give You sole control of the defense and settlement of the Claim Against Us (except that You may not settle any Claim Against Us unless it unconditionally releases Us of all liability), and (iii) give You all reasonable assistance, at Your expense.

12.3. Exclusive Remedy. This Section 12 states the indemnifying party's sole liability to, and the indemnified party's exclusive remedy against, the other party for any type of claim described in this Section 12.

### 13. LIMITATION OF LIABILITY

13.1. Exclusion of Consequential and Related Damages. IN NO EVENT WILL EITHER PARTY OR ITS AFFILIATES HAVE ANY LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT FOR ANY LOST PROFITS, REVENUES, GOODWILL, OR INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, COVER, BUSINESS INTERRUPTION OR PUNITIVE DAMAGES, WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY, EVEN IF A PARTY OR ITS AFFILIATES HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR IF A PARTY'S OR ITS AFFILIATES' REMEDY OTHERWISE FAILS OF ITS ESSENTIAL PURPOSE. THE FOREGOING DISCLAIMER WILL NOT APPLY TO THE EXTENT PROHIBITED BY LAW.

13.2. Limitation of Liability. IN NO EVENT SHALL THE AGGREGATE LIABILITY OF EACH PARTY, TOGETHER WITH ALL OF ITS AFFILIATES, ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE MAXIMUM OF (A) THE TOTAL AMOUNT PAID BY YOU AND YOUR AFFILIATES FOR THE SERVICES GIVING RISE TO THE LIABILITY IN THE TWELVE MONTHS PRECEDING THE FIRST INCIDENT OUT OF WHICH THE LIABILITY AROSE, AND (B) FIVE HUNDRED U.S. DOLLARS. THE FOREGOING LIMITATION WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY, BUT WILL NOT LIMIT YOUR AND YOUR AFFILIATES' PAYMENT OBLIGATIONS SET FORTH HEREIN.

13.3. Exceptions. EXCLUSIONS AND LIMITATIONS SET FORTH IN THIS SECTION 13 WILL NOT APPLY TO CLAIMS PERTAINING TO BREACHES OF PRIVACY (SECTION 5) OR CONFIDENTIAL INFORMATION (SECTION 10) OBLIGATIONS, THIRD PARTY CLAIMS UNDER INDEMNITIES (SECTION 12), AND DAMAGES RESULTING FROM A PARTY'S GROSS NEGLIGENCE OR WILFULL MISCONDUCT.

### 14. GENERAL PROVISIONS

14.1. Publicity. Neither party may issue any press release or other public announcement regarding the relationship created or Services provided pursuant to this Agreement without the other party's express prior written consent, which shall not be unreasonably withheld. Notwithstanding the foregoing, by entering into this Agreement You hereby grant Us permission to display Your name and logo on the Website and other Scoir marketing materials and, on such Website and marketing materials, reference You as a client of Scoir.



14.2. No Agency. For the avoidance of doubt, We are entering into this Agreement as principal and not as agent for any other company. Subject to any permitted Assignment under Section 14.6, the obligations owed by Us under this Agreement shall be owed to You solely by Us and the obligations owed by You under this Agreement shall be owed solely to Us.

14.3. Governing Law. This Agreement shall be interpreted, governed and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to the conflicts of laws principles thereof. The parties hereby irrevocably submit to the jurisdiction of any state or federal court located within or for Chester County, Pennsylvania, in any action or proceeding arising out of, or relating to, this Agreement and acknowledge and agree that all claims in respect of the action or proceeding may be heard and determined in any such court. You also agree not to bring any action or proceeding arising out of, or relating to, this Agreement in any other court. You waive any defense of inconvenient forum to the maintenance of any action or proceeding so brought.

14.4. Electronic Transmission. This Agreement, and any amendments hereto, by whatever means accepted, shall be treated in all manner and respects as an original contract and shall be considered to have the same binding legal effect as if it were an original signed version thereof delivered in person. Neither party hereto shall argue that a contract was not formed hereunder based on either (i) the use of electronic means to deliver a signature or to indicate acceptance of this Agreement or (ii) the fact that any signature or acceptance of this Agreement was transmitted or communicated through electronic means; and each party forever waives any related defense.

14.5. Entire Agreement; Amendments. This Agreement is the entire agreement between You and Us regarding Your use of Services and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. Except as otherwise provided herein, no modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed by the party against whom the modification, amendment or waiver is to be asserted.

14.6. Assignment. Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the other party's prior written consent (not to be unreasonably withheld); provided, however, either party may assign this Agreement in its entirety (together with all Order Forms), without the other party's consent to its Affiliate or in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets. Subject to the foregoing, this Agreement will bind and inure to the benefit of the parties, their respective successors and permitted assigns.

14.7. Relationship of the Parties. The parties are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the parties.

14.8. Third-Party Beneficiaries. There are no third-party beneficiaries under this Agreement.

14.9. Waiver. No failure or delay by either party in exercising any right under this Agreement will constitute a waiver of that right.

14.10. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision will be deemed null and void, and the remaining provisions of this Agreement will remain in effect.

*Education Committee*

Donation  
Schweitzer Engineering Lab, Inc.



**SCHWEITZER ENGINEERING LABORATORIES, INC.**

2350 NE Hopkins Court • Pullman, WA 99163-5603 USA  
Phone: +1.509.332.1890 • Fax: +1.509.332.7990  
www.selinc.com • info@selinc.com

December 8, 2016

North Brandywine Middle School  
256 Reeceville Rd  
Coatesville, PA 19320-1520

Dear North Brandywine Middle School,

Each year, employees of Schweitzer Engineering Laboratories select an educational institution to receive a corporate gift. We are delighted to inform you that Ronju Das chose North Brandywine Middle School. Please accept this donation for \$100 to help inspire a lifelong love of learning in math and science in your students.

SEL employees support schools and universities around the world with scholarships, donations of SEL products for teaching laboratories, mentoring, and gifts such as this one.

SEL is a high-tech manufacturer, headquartered in Pullman, Washington. We invent, design and build products in the USA that protect power grids around the world. We are committed to developing the next generation of innovators and inventors through the support of science, technology, engineering, and math education.

We welcome the opportunity to learn more about your programs, students and successes. If you would like to share how you used this donation, please contact McKenzie Brumet at (509) 334-5076 or [McKenzie\\_Brumet@selinc.com](mailto:McKenzie_Brumet@selinc.com).

Warm regards,

A handwritten signature in black ink that reads "Edmund O. Schweitzer, III". The signature is written in a cursive style with a horizontal line at the end.

Edmund O. Schweitzer, III  
President

*Education Committee*

STEM  
Scholarship Grant  
Bentley Systems, Inc.



Date: November 7, 2016

To: ***Coatesville Area School District***

Attention: ***Melissa Murphy***

Program: ***Rainbow Elementary STEM--Mrs. Murphy's 3rd grade class***

Re: STEM Scholarship Grant (Science Technology, Engineering and Math)

Enclosed is a check payable to your school in the amount of **\$750.00**. This grant was made possible through the sponsorship of Bentley Colleagues – whose names are listed below.

Bentley Systems, Inc. is committed to supporting K-12 students in their efforts to further expand their Science, Technology, Engineering and Math Skills.

Best wishes on your continuing efforts in these important areas of education.

If you have any questions, please feel free to contact me at [Perry.Bentley@bentley.com](mailto:Perry.Bentley@bentley.com) or via cell phone at 610-321-6480.

====

Re: STEM contribution by Bentley Colleagues:

***Gina DeMasi  
Lara Lamparski  
Vickie Hewitt***



Date: September 19, 2016

To: ***Coatesville Area School District***

Attention: ***Melissa Murphy***

Program: ***Rainbow Elementary STEM--Mrs. Murphy's 3rd grade class***

Re: STEM Scholarship Grant (Science Technology, Engineering and Math)

Enclosed is a check payable to your school in the amount of ***\$1,000.00***. This grant was made possible through the sponsorship of Bentley Colleagues – whose names are listed below.

Bentley Systems, Inc. is committed to supporting K-12 students in their efforts to further expand their Science, Technology, Engineering and Math Skills.

Best wishes on your continuing efforts in these important areas of education.

If you have any questions, please feel free to contact me at [Perry.Bentley@bentley.com](mailto:Perry.Bentley@bentley.com) or via cell phone at 610-321-6480.

====

Re: STEM contribution by Bentley Colleagues:

Matt Murphy  
Ben Mozzer  
Amy Thiemann  
Lisa Rittenhouse

BENTLEY SYSTEMS, INCORPORATED  
685 Stockton Drive  
Exton, PA 19341-1151  
T - 610-458-5000 F - 610-458-1060



[www.bentley.com](http://www.bentley.com)

Date: December 1, 2016

To: *Coatesville Area School District*

Attention: *William Mendenhall III*

Program: *STEM*

Re: STEM Scholarship Grant (Science Technology, Engineering and Math)

Enclosed is a check payable to your school in the amount of **\$1,000.00**. This grant was made possible through the sponsorship of Bentley Colleagues – whose names are listed below.

Bentley Systems, Inc. is committed to supporting K-12 students in their efforts to further expand their Science, Technology, Engineering and Math Skills.

Best wishes on your continuing efforts in these important areas of education.

If you have any questions, please feel free to contact me at [vanessa.colley@bentley.com](mailto:vanessa.colley@bentley.com) or via cell phone at 610-458-6238.

====

Re: STEM contribution by Bentley Colleagues:

Michele Irons  
Kathy Bennett  
Paula Kreiser  
Mary Riisen

*Coatesville Area School District*  
*Policy Committee*



**Members**

Ann Wuertz, Chair  
Bashera Grove  
Tom Siedenbuehl

January 10, 2017



**Policy Committee Agenda**  
*Coatesville Area Senior High School Auditorium*  
**January 10, 2017 - 6:00 PM**  
*(3<sup>rd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Ann Wuertz  
**BOARD MEMBERS:** Bashera Grove and Tom Siedenbuehl  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** \_\_\_\_\_

**APPROVAL of MINUTES**

Approval of the November 8, 2016 Policy Committee meeting minutes. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**AGENDA ITEMS**

**CONSENT AGENDA**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Consent Agenda for the motion items described below:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

1. **Policy 216 - Student Records – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 216.
2. **Policy 217 – Graduation – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 217.
3. **Policy 218 - Student Discipline – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 218.
4. **Policy 218.1 - Weapons – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 218.1.
5. **Policy 219 - Student Complaint Process – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 219.
6. **Policy 220 - Student Expression/Distribution & Posting of Materials – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 220.

7. **Policy 221 - Dress and Grooming – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 221.
8. **Policy 222 - Tobacco – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 222.
9. **Policy 223 - Use of Bicycles and Motor Vehicles – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 223.
10. **Policy 224 - Care of School Property – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 224.
11. **Policy 227 - Controlled Substances/Paraphernalia – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 227.
12. **Policy 228 - Student Government – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 228.
13. **Policy 229 - Student Fundraising – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 229.
14. **Policy 230 - Public Performances by Students – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 230.
15. **Policy 231 - Social Events and Class Trips – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 231.
16. **Policy 232 - Student Involvement indecision-Making – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 232.
17. **Policy 234 - Pregnant/Parenting/Married Students – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 234.

18. **Policy 235 - Student Rights and Responsibilities – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 235.
19. **Policy 236 - Student Assistance Program – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 236.
20. **Policy 239 - Foreign Exchange Students – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 239.
21. **Policy 246 - Student Wellness – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 246.
22. **Policy 248 - Unlawful Harassment – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 248.
23. **Policy 250 - Student Recruitment – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 250.
24. **Policy 251 - Homeless Students – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 251.
25. **Policy 252 - Dating Violence – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 252.
26. **Policy 235.1 – Surveys – 2<sup>nd</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 235.1.
27. **Policy 301 – Creating A Position – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 301.
28. **Policy 302 – Employment of Superintendent/Assistant Superintendent – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 302.

29. **Policy 303.1 – Nepotism/Cronyism – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 303.1.
30. **Policy 304 – Employment of District Staff – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 304.
31. **Policy 305 – Employment of Substitutes – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 305.
32. **Policy 306 – Employment of Summer School Staff – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 306.
33. **Policy 307 – Student Teachers/Interns – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 307.
34. **Policy 308 – Employment Contract/Board Resolution – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 308.
35. **Policy 309 – Assignment and Transfer – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 309.
36. **Policy 309.1 – Resignation Acceptance of Employees – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 309.1.
37. **Policy 311 – Suspensions/Furloughs – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 311.
38. **Policy 312 – Performance Assessment of Superintendent/Assistant Superintendent – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 312.
39. **Policy 313 – Evaluation of Employees – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 313.

40. **Policy 314 – Physical Examination – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 314.
41. **Policy 314.1 – HIV Infection – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 314.1.
42. **Policy 317 – Conduct/Disciplinary Procedures – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 317.
43. **Policy 317.1 – Educator Misconduct – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 317.1.
44. **Policy 318 – Penalties for Tardiness – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 318.
45. **Policy 319 – Outside Activities – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 319.
46. **Policy 320 – Freedom of Speech in Non-School Settings – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 320.
47. **Policy 321 – Political Activities – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 321.
48. **Policy 322 – Gifts – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 322.
49. **Policy 323 – Tobacco – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 323.
50. **Policy 324 – Personnel Files – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 324.

51. **Policy 325 – Dress and Grooming – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 325.
52. **Policy 326 – Complaint Process -1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 326.
53. **Policy 328 – Compensation Plans/Salary Schedules – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 328.
54. **Policy 330 – Overtime – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 330.
55. **Policy 331 – Job Related Expenses – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 331.
56. **Policy 332 – Working Periods – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 332.
57. **Policy 333 – Professional Development – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 333.
58. **Policy 334 – Sick Leave – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 334.
59. **Policy 335 – Family and Medical Leaves – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 335.
60. **Policy 336 – Personal Necessity Leave – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 336.
61. **Policy 337 – Vacation – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 337.

62. **Policy 338 – Sabbatical Leave – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 338.
63. **Policy 338.1 – Compensated Professional Leaves – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 338.1.
64. **Policy 339 – Uncompensated Leave – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 339.
65. **Policy 340 – Responsibility for Student Welfare – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 340.
66. **Policy 341 – Benefits for Part-Time Employees – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 341.
67. **Policy 342 – Jury Duty – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 342.
68. **Policy 343 – Paid Holidays – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 343.
69. **Policy 347 – Workers’ Compensation Transitional Return-to-Work Program – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 347.
70. **Policy 348 – Unlawful Harassment – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 301.
71. **Policy 351 – Drug and Substance Abuse – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 351.

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*



# *Policy Committee*

## *Minutes to Approve*

# Policy Committee Minutes

Coatesville Area Senior High School Auditorium

**November 8, 2016 - 6:00 PM**

(4<sup>th</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Ann Wuertz  
**BOARD MEMBERS:** Bashera Grove, Tom Siedenbuehl (*absent*) and Stuart Deets (*Substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 8:03 p.m.

## APPROVAL of MINUTES

Approval of the October 11, 2016 Policy Committee meeting minutes. (*Enclosure*)

Motion: Stuart Deets                      Second: Bashera Grove                      Vote: 3-0

## ADDITION(s) to the AGENDA

### • Item Z

Policy 235.1 – Surveys – 1<sup>st</sup> Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the addition of the first reading of Policy 235.1.

Motion: Bashera Grove                      Second: Stuart Deets                      Vote: 3-0

## CONSENT AGENDA

**RECOMMENDED MOTION:** That the Board of School Directors approve Consent Agenda items A through Y as outlined below:

Motion: Bashera Grove                      Second: Stuart Deets                      Vote: 3-0

## AGENDA ITEMS

### A. Policy 216 - Student Records – 30/Day Review

**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 216.

### B. Policy 217 – Graduation – 30/Day Review

**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 217.

### C. Policy 218 - Student Discipline – 30/Day Review

**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 218.

### D. Policy 218.1 - Weapons – 30/Day Review

**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 218.1.

- E. Policy 219 - Student Complaint Process – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 219.
- F. Policy 220 - Student Expression/Distribution & Posting of Materials – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 220.
- G. Policy 221 - Dress and Grooming – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 221.
- H. Policy 222 - Tobacco – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 222.
- I. Policy 223 - Use of Bicycles and Motor Vehicles – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 223.
- J. Policy 224 - Care of School Property – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 224.
- K. Policy 227 - Controlled Substances/Paraphernalia – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 227.
- L. Policy 228 - Student Government – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 228.
- M. Policy 229 - Student Fundraising – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 229.
- N. Policy 230 - Public Performances by Students – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 230.
- O. Policy 231 - Social Events and Class Trips – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 231.

- P. Policy 232 - Student Involvement indecision-Making – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 232.
- Q. Policy 234 - Pregnant/Parenting/Married Students – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 234.
- R. Policy 235 - Student Rights and Responsibilities – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 235.
- S. Policy 236 - Student Assistance Program – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 236.
- T. Policy 239 - Foreign Exchange Students – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 239.
- U. Policy 246 - Student Wellness – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 246.
- V. Policy 248 - Unlawful Harassment – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 248.
- W. Policy 250 - Student Recruitment – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 250.
- X. Policy 251 - Homeless Students – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 251.
- Y. Policy 252 - Dating Violence – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 252.
- Z. Policy 235.1 – Surveys – 1<sup>st</sup> Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 235.1, as presented.

**INFORMATIONAL ITEM(S)**

- Electronic Devices Task Force Committee
- The first meeting of the Discipline, Compliance and Community Ad-hoc Committee will be held at the Administration Building on Monday, November 21, 2016 from 3:00 to 5:00 p.m.

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

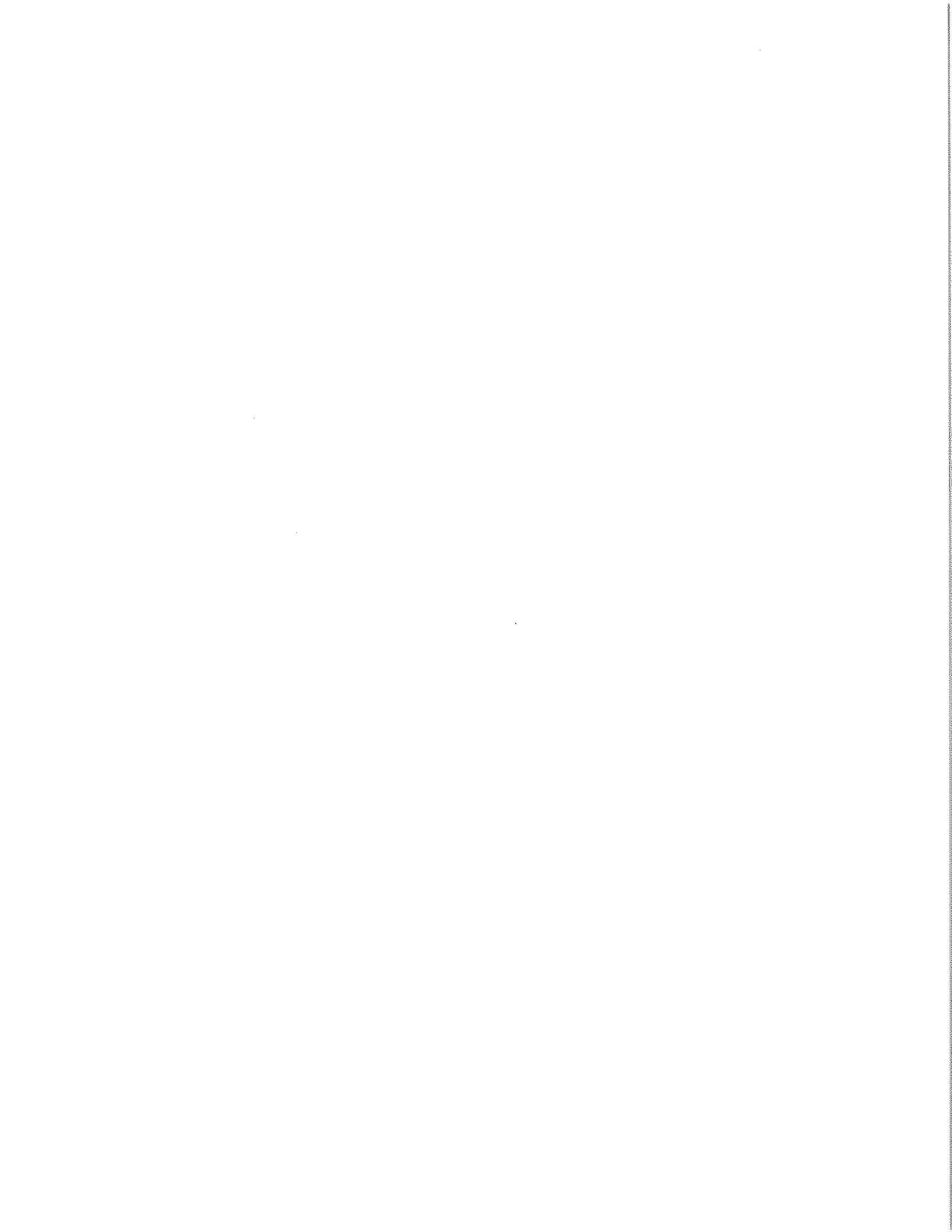
**ADJOURNMENT**      This meeting adjourned at 8:07 p.m.

*Respectfully submitted by Karen Jackson*

*Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.*

*Policy Committee Enclosures*

*300 Series*  
*Policies 300 - 351*  
*1<sup>st</sup> Reading*



Book Policy Manual  
Section 300 Employees  
Title Creating a Position  
Number 301  
Status From PSBA  
Legal 1. 24 P.S. 1001  
2. 24 P.S. 1106  
3. 24 P.S. 1107  
4. 22 PA Code 4.4  
5. Pol. 328  
6. Pol. 104  
24 P.S. 1075

### **Authority**

Positions for administrative, professional and classified employees **shall** be established by the Board in order to provide the effective **leadership and management necessary to** operate district **schools and to provide quality educational programs and services, consistent with the needs of the schools and the resources of the community.**

The need for creating positions shall be determined by the Board, **based on the recommendation of the Superintendent.** The Board reserves for itself the final determination of the number and **type of staff** positions deemed necessary for effective management of the district **and operation of the schools.**[1][2][3][4]

The initial salary or salary range for a new position shall be determined by the Board when creating the position, based upon the recommendation of the Superintendent and supporting documentation.[5]

In the exercise of its authority to create a new position, the Board shall give primary consideration to the following:

1. **Effective management of district programs.**
2. Number of students enrolled.
3. Special needs of students.
4. Operational needs of the district.
5. **Financial resources of the school community.**

The Superintendent shall be responsible for recommending a new or additional administrative, **professional or classified** position.

### **Delegation of Responsibility**

Recommendations for a new or additional position **shall include:**

1. **Job description clearly stating the duties for which the position was created.**



**2. Title that conforms with the appropriate certificate if certification is required.**

**3. Supporting data and other rationale relevant to the recommendation.**

The Board may, through the Superintendent, seek the advice of administrative staff when creating a new position or increasing the number of employees in existing positions.

**The Superintendent or designee shall be responsible to maintain a comprehensive and up-to-date job description for all positions in the district. Job descriptions shall be prepared in accordance with relevant federal and state laws and regulations.[6]**

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Employment of Superintendent/Assistant Superintendent
Number	302
Status	From PSBA

## Legal

1. 24 P.S. 1001
2. 24 P.S. 508
3. 24 P.S. 1071
4. 24 P.S. 1073
5. 24 P.S. 1076
6. 24 P.S. 1077
7. 24 P.S. 1079
8. Pol. 104
9. 24 P.S. 1002
10. 24 P.S. 1003
11. 24 P.S. 1078
12. 22 PA Code 49.41
13. 22 PA Code 49.42
14. 24 P.S. 111.1
15. 23 Pa. C.S.A. 6344
16. 24 P.S. 111
17. 24 P.S. 1004
18. Pol. 314
19. 24 P.S. 1073.1
20. 24 P.S. 1081
21. 24 P.S. 1082
22. Pol. 003
23. Pol. 312
24. 24 P.S. 1075
25. 24 P.S. 1007
26. 24 P.S. 1008
27. 2 Pa. C.S.A. 551 et seq
28. 24 P.S. 1080
- 24 P.S. 108
- 24 P.S. 1418
- 22 PA Code 8.1 et seq
- 22 PA Code 49.171
- 22 PA Code 49.172
- 28 PA Code 23.43
- 28 PA Code 23.44
- 28 PA Code 23.45
- 18 Pa. C.S.A. 9125
- 23 Pa. C.S.A. 6301 et seq
- 42 U.S.C. 12101 et seq

## Purpose

The Board places the primary responsibility and authority for the administration of the district in the Superintendent **and Assistant Superintendent. Therefore**, selection of a Superintendent or Assistant Superintendent is critical to the effective **leadership and** management of the district.[1]

## Authority

During the **last** year of the **Superintendent's** term **or any other time the position of Superintendent becomes** vacant, the Board shall **meet to appoint**, by a majority vote of all members of the Board, **a properly** qualified **district Superintendent. The appointed Superintendent shall enter into a written contract with the Board for a term of three (3) to five (5) years.**[2][3][4]

**An Assistant Superintendent shall be appointed by a majority vote of all members of the Board upon nomination of the Superintendent. An Assistant Superintendent may serve through the term of the Superintendent or enter into a contract for a term of three (3) to five (5) years.**[2][3][5][6]

**At a regular Board meeting occurring at least 150 days prior to the expiration date of the Superintendent's or an Assistant Superintendent's term of office, the Board meeting agenda shall include an item requiring affirmative action by five (5) or more Board members to notify the Superintendent or Assistant Superintendent that the Board intends to retain him/her for a further term of three (3) to five (5) years or that other candidates will be considered for the office. If the Board fails to take such action, the current Superintendent or Assistant Superintendent shall continue in office for a term similar in length to that which s/he is currently serving.**[4][6]

**Whenever the Board finds it impossible or impractical to immediately fill a vacancy in the office of Superintendent or Assistant Superintendent, the Board may appoint an acting Superintendent or Assistant Superintendent to serve not longer than one (1) year from the time of appointment.**[7]

**In the event the Board appoints an acting Superintendent or Assistant Superintendent, the Board shall approve and document the recruitment and assessment procedures to be used to permanently fill such vacancy in accordance with Board policy.**

## Guidelines

### Recruitment and Assessment of Candidates

The Board shall actively seek candidates **who meet the qualifications and requirements** for the position of Superintendent **and/or Assistant Superintendent.** It **may** be aided in this task by a committee of Board members and/or the services of professional consultants.

**When undertaking a search to fill the position of Superintendent or Assistant Superintendent,** recruitment procedures shall be prepared and **may** include the following:

1. Preparation of a job description for the position, written **in accordance with the requirements of federal and state laws and regulations.**[8]
2. Preparation of written qualifications, in addition to applicable state requirements, for all applicants.[9][10][11][12][13]
3. Preparation of informative materials describing the school district, **the Superintendent/Assistant Superintendent position,** and the **district's** educational goals.

4. Opportunity for **selected** applicants to visit the district schools, **meet with internal staff and external stakeholders at the Board's invitation.**

Recruitment, screening and **evaluation of candidates** shall be **conducted** in accordance with Board policy, **Board established leadership criteria** and state and federal law.[8]

**The Board shall determine prior to interviewing finalists which expenses associated with such interviews will be reimbursed by the school district.**

**A candidate's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.**

### **Pre-Employment Requirements**

**The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.[14]**

**A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[15][16]**

**Each candidate shall report, on the designated form, all arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.[16]**

**Before entering the duties of the office, the Superintendent or Assistant Superintendent shall take and subscribe to the oath of office prescribed by law.[17]**

**After receiving a conditional offer of employment but prior to beginning employment, the candidate shall undergo medical examinations, as required by law and as the Board may require.[18]**

### **Employment Contracts**

**An individual shall not be employed as Superintendent or Assistant Superintendent unless s/he has signed an employment contract expressly stating the terms and conditions of employment. The written contract shall:[4]**

1. **Contain the mutual and complete agreement between the Superintendent or Assistant Superintendent and the Board with respect to the terms and conditions of employment.**
2. **Consistent with state certification requirements, specify the duties, responsibilities, job description and performance expectations, including performance standards and assessments as required by law.[19][20][21][22][23]**
3. **Incorporate all provisions relating to compensation and benefits to be paid to or on behalf of the Superintendent or Assistant Superintendent.[24][6]**
4. **Specify the term of employment and state that the contract shall terminate immediately, except as otherwise provided by law, upon the expiration of the term**

unless the contract is allowed to renew automatically as required by law.[4]

5. **Specify the termination, buyout and severance provisions, including all postemployment compensation and the period of time in which the compensation shall be provided. Termination, buyout and severance provisions may not be modified during the course of the contract or in the event a contract is terminated prematurely.**
6. **Contain provisions relating to outside work that may be performed, if any.[25][26]**
7. **State that any modification to the contract must be in writing.**
8. **State that the contract shall be governed by the laws of the Commonwealth.**
9. **Limit compensation for unused sick leave in employment contracts for Superintendents and/or Assistant Superintendents who have no prior experience as a district superintendent or assistant superintendent to the maximum compensation for unused sick leave under the school district's administrative compensation plan in effect at the time of the contract.**
10. **Limit transferred sick leave from previous employment to not more than thirty (30) days for Superintendents and/or Assistant Superintendents who have no prior experience as a district superintendent or assistant superintendent.**
11. **Specify postretirement benefits and the period of time in which the benefits shall be provided.**

#### **Removal/Severance**

**A Superintendent or Assistant Superintendent may be removed from office and have their contracts terminated, after a hearing, by a majority vote of all members of the Board and in accordance with law. The Board shall publicly disclose at the next regularly scheduled meeting the removal from office of a Superintendent or Assistant Superintendent.[27][28]**

**Any negotiated severance of employment prior to the end of the term of the Superintendent's or Assistant Superintendent's specified contract term shall be limited to either:[4]**

1. **The equivalent of one (1) year's compensation and benefits due under the contract, if the severance agreement takes effect two (2) or more years prior to the end of the contract term; or**
2. **The equivalent of one-half (1/2) of the total compensation and benefits due under the contract for the remainder of the term, if the severance agreement takes effect less than two (2) years prior to the end of the contract term.**

Last Modified by Tammy Medellin on July 15, 2016





Book	Policy Manual
Section	300 Employees
Title	Nepotism/Cronyism
Number	303.1
Status	From PSBA
Legal	1. Pol. 304

### **Purpose**

The hiring of a school district employee that is a close friend, or is closely related to, a member of the Board, a commissioned officer, an instructional employee, management level employee, or classified employee, justifiably may arouse public reaction that the employee was hired on the basis of relationships and familiarity with the school district rather than on merit. Nepotism and cronyism, or the appearance thereof, can degrade staff morale, can arouse public distrust, and is an obstacle to teamwork, effectiveness and quality performance. It is the intent purpose of this policy to prevent nepotism and cronyism by:

1. Discouraging any possible favoritism.
2. Minimizing internal disciplinary problems that may evolve.
3. Restricting the formation of personal cliques.

### **Definitions**

**School Director** shall mean any person who is elected or appointed as a Director of the Coatesville Area School District.

**Commissioned Officer** shall mean any district Superintendent, Assistant Superintendent, or other commissioned officer of the school district.

**Instructional Employee** shall mean any teacher or other employee of the school district who is a "professional employee".

**Management Level Employee** shall mean any management or supervisory level employee not included within the definition of commissioned officer or professional employee as designated by the Pennsylvania Public School Code.

**Classified Employee** shall mean any person employed to fill a position other than a commissioned officer, management/supervisor level employee, or instructional employee.

**Relative** shall mean a parent, legal guardian, foster parent, parent-in-law, child spouse, brother, foster brother, sister, foster sister, grandparent, grandchild, brother-in-law, sister-in-law, son-in-law, daughter-in-law, or any relative in the immediate household.

### **Guidelines**

No member of the Board shall vote for the election of any close relative of that Board member to any employment position in the district.[1]

No employee shall be elected, assigned, or reassigned to a position which requires that employee to supervise or evaluate, or be supervised or evaluated by, any close relative directly related to him/her. Should promotion place an employee in a position in conflict with the foregoing, the employee to be

supervised shall be transferred to another position for which s/he is qualified and which does not diminish his/her employment status.

Nothing in this policy shall affect the employment status of any person employed by the Board on or before November 15, 2001. Exceptions to this policy may be approved at the sole discretion of the Board.

Any applicant for employment who is a relative as defined in this policy to a school director, commissioned officer, management/supervisory level employee, instructional employee, or a classified employee, shall not be employed by the district in any position without first fully disclosing the qualifying relationship prior to the selection process, and to the Board of School Directors prior to the Board vote authorizing employment. This required vote shall be by at least six (6) Board members.

Last Modified by Tammy Medellin on July 15, 2016



Book Policy Manual  
Section 300 Employees  
Title Employment of District Staff  
Number 304  
Status From PSBA  
Legal 1. 24 P.S. 406  
2. 24 P.S. 508  
3. 24 P.S. 1089  
4. 24 P.S. 1106  
5. 24 P.S. 1107  
6. 24 P.S. 1142-1152  
7. 22 PA Code 4.4  
8. Pol. 328  
9. 24 P.S. 1111  
10. 24 P.S. 1204.1  
11. 24 P.S. 111.1  
12. 24 P.S. 111  
13. 23 Pa. C.S.A. 6344  
14. 24 P.S. 1109  
15. 24 P.S. 1201  
16. 24 P.S. 2070.2  
17. 22 PA Code 49.1 et seq  
18. Pol. 104  
19. 42 U.S.C. 12112  
20. 22 PA Code 403.2  
21. 22 PA Code 403.4  
22. 20 U.S.C. 6319  
23. 20 U.S.C. 7801  
24. 22 PA Code 403.5  
25. 22 PA Code 14.105  
26. Pol. 113  
24 P.S. 108  
24 P.S. 1109.2  
22 PA Code 8.1 et seq  
18 Pa. C.S.A. 9125  
23 Pa. C.S.A. 6301 et seq  
42 U.S.C. 12101 et seq

**Authority**

The Board places substantial responsibility for the effective management and operation of district schools **and the quality** of the educational program with its administrative, professional and classified employees.

The Board shall, **by a majority vote of all members**, approve the employment; **set** the compensation; and establish the term of employment for each administrative, professional and classified employee employed by the district.[1][2][3][4][5][6][7][8]

Approval shall normally be given to the candidates for employment recommended by the Superintendent.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

No teacher shall be employed who is related to any member of the Board, as defined in law, unless such teacher receives the affirmative vote of a majority of all members of the Board other than the member related to the applicant, who shall not vote.[9]

**The Board authorizes the use of professional and support employees prior to Board approval when necessary to maintain continuity of the educational program and services. Retroactive employment shall be recommended to the Board at the next regular Board meeting.**

The district shall use the Standard Application for Teaching Positions but may **also** establish and implement **additional** application requirements **for professional employees.**[10]

An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

### **Pre-Employment Requirements**

**The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.**[11]

**A candidate shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.**[12][13]

**Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.**[12]

**A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.**[14][15][16][17]

### **Delegation of Responsibility**

The Superintendent **or designee** shall develop **administrative regulations** for employment **of staff**, in accordance with **Board policy and state and federal laws and regulations.**[18]

**Staff vacancies that represent opportunities for professional advancement or diversification shall be made known to district employees so they may apply for such positions.**

The Superintendent or designee may apply necessary screening procedures to determine a candidate's ability to perform the job **functions** of the **position** for which a candidate is being considered.[19]

The Superintendent or designee shall seek recommendations from former employers and others in assessing the candidate's qualifications. **Such** recommendations and references shall be retained confidentially and for official use only.

**Each certificated administrative and professional employee employed by the district shall be responsible for maintaining a valid certificate when such certificate is required by law.[14] [15][17]**

### **Title I Requirements**

**All elementary, middle and secondary teachers employed by the district who teach core academic subjects shall be highly qualified, as defined by federal law and state regulations. [20][21][22][23]**

**The principal of a school providing Title I programs to students shall annually attest that professional staff teaching in such programs are highly qualified and paraprofessionals providing instructional support in such programs meet required qualification, in accordance with federal law and state regulations. The written certifications shall be maintained in the district office and the school office and shall be available to the public, upon request.[21] [24][22][23]**

**All paraprofessionals providing instructional support in a program supported by Title I funds shall have a secondary school diploma or a recognized equivalent and one (1) of the following:[20][24][22]**

1. **At least two (2) years of study at an institution of higher learning.**
2. **Associate's or higher degree.**
3. **Evidence of meeting a rigorous standard of quality through a state or local assessment.**

**Title I paraprofessionals who solely coordinate parental involvement activities or act as translators are exempt from the above qualifications.**

### **Special Education Paraprofessionals**

**All instructional paraprofessionals hired by the district, who work under the direction of a certificated staff member to support and assist in providing instructional programs and services to students with disabilities or eligible students, shall have a secondary school diploma and one (1) of the following:[25][26]**

1. **At least two (2) years of postsecondary study.**
2. **Associate's or higher degree.**
3. **Evidence of meeting a rigorous standard of quality through a state or local assessment.**

**Instructional paraprofessionals shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year.[25]**

### **Personal Care Assistants**

**A personal care assistant provides one-to-one support and assistance to a student, including support and assistance in the use of medical equipment.[25]**

**Personal care assistants shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year. The twenty (20) hours of training may include training required by the School-Based Access Program.**

### **Educational Interpreters**

**An educational interpreter is an individual who provides students who are deaf or hard of hearing with interpreting or transliterating services in an educational setting. To serve as an educational interpreter, an individual shall meet the qualifications set forth in law and regulations.[25]**

Last Modified by Tammy Medellin on July 15, 2016





Book	Policy Manual
Section	300 Employees
Title	Employment of Substitutes
Number	305
Status	From PSBA
Legal	<u>1. 24 P.S. 406</u> <u>2. 24 P.S. 1101</u> <u>3. 24 P.S. 1106</u> <u>4. 24 P.S. 1148</u> <u>5. 24 P.S. 111.1</u> <u>6. 23 Pa. C.S.A. 6344</u> <u>7. 24 P.S. 111</u> <u>8. 22 PA Code 49.1 et seq</u> <u>9. 24 P.S. 1109</u> <u>10. 24 P.S. 1201</u> <u>11. 24 P.S. 2070.2</u> <u>24 P.S. 108</u> <u>22 PA Code 8.1 et seq</u> <u>23 Pa. C.S.A. 6301 et seq</u> Pol. 104

### **Authority**

Qualified and competent substitutes for professional and classified employees shall be employed **by the district in order to provide continuity in the educational programs, operations and services of the schools.**

The Board shall approve annually the names of potential substitute employees and the positions in which they may substitute.[1][2][3][4]

**Additional names may be added to the list of substitutes by the Board during the school year.**

**Approval shall normally be given to the candidates for employment recommended by the Superintendent.**

Utilization of substitutes prior to approval by the Board is authorized when **their use is required to maintain continuity in the educational program and services of the district and the candidate has satisfied legal pre-employment requirements.** Retroactive **approval** shall be recommended to the Board at the next **regular Board** meeting.

**A candidate's** misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

### **Pre-Employment Requirements**

**The district shall conduct an employment history review in compliance with state law prior to issuing an offer of substitute employment to a candidate. The employment history review shall remain valid as long as the substitute continues to be employed by the district or remains on the approved substitute list. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.**  
[5]

**A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.**[6][7]

**Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.**[7]

**A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.**[8]  
[9][10][11]

### **Compensation**

**Substitutes shall be paid on a per diem basis at a rate set periodically by the Board for the various classes of employees.**[4]

### **Delegation of Responsibility**

**The Superintendent or designee shall develop administrative regulations regarding employment of substitutes.**

**The administration may seek recommendations from former employers and others to assess the candidate's qualifications. Such recommendations and references shall be retained confidentially and for official use only.**

**The Superintendent or designee shall recommend retention on the Board's approved substitute list only for those substitutes who have satisfactorily performed their duties.**

**The Superintendent or designee shall prepare a written statement for all approved substitutes informing them of their pay rate, employee status, work schedule, and other matters that enable them to perform their duties to the best of their ability. A copy of this statement shall be placed in the employee's personnel file.**

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Book Policy Manual  
 Section 300 Employees  
 Title Employment of Summer School Staff  
 Number 306  
 Status From PSBA  
 Legal 1. 24 P.S. 406  
2. 24 P.S. 508  
3. 24 P.S. 1109  
4. 24 P.S. 1146  
5. 24 P.S. 1901  
 6. Pol. 124  
7. 24 P.S. 111.1  
8. 23 Pa. C.S.A. 6344  
9. 24 P.S. 111  
10. 22 PA Code 49.1 et seq  
11. 24 P.S. 1201  
12. 24 P.S. 2070.2  
22 PA Code 8.1 et seq  
23 Pa. C.S.A. 6301 et seq  
24 P.S. 108  
 Pol. 104

### **Authority**

The Board directs that qualified and competent **professional and classified** employees **be employed to provide the district's** summer school program.

**When a summer school program is authorized by the Board, the Board, by majority vote of all members,** shall approve the employment; **set** the compensation; and establish the period of employment for each **individual** employed in the **district** summer school program. [1][2][3][4][5][6]

Approval shall normally be given to the candidates recommended by the responsible administrator and approved by the Superintendent.

An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.

### **Pre-Employment Requirements**

**The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.** [7]

A candidate shall **not** be employed until **the individual** has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.[8][9]

**Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.**[9]

A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.[3][10][11][12]

### **Delegation of Responsibility**

The Superintendent or designee shall develop **administrative regulations or procedures to** recruit, screen and recommend candidates for summer school employment. **Only those candidates who are best qualified to perform the duties of the position, as determined by the administration, shall be recommended.**

Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.

Recommendations from former employers and others may be sought to assess the candidate's qualifications. Such **recommendations and references** shall be retained confidentially and for official use only.

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Book Policy Manual  
 Section 300 Employees  
 Title Student Teachers/Interns  
 Number 307  
 Status From PSBA  
 Legal 1. 24 P.S. 510  
2. 24 P.S. 111  
3. 23 Pa. C.S.A. 6344  
4. 24 P.S. 1418  
5. 28 PA Code 23.43  
6. 28 PA Code 23.44  
7. 28 PA Code 23.45  
 8. Pol. 314  
9. 23 Pa. C.S.A. 6344.3  
 10. Pol. 907  
22 PA Code 8.1 et seq  
23 Pa. C.S.A. 6301 et seq

### **Authority**

The Board encourages cooperation with colleges and universities within the state **to assist** in the training of student teachers and interns.

The Board establishes that district schools shall accept student teachers and interns from accredited institutions with which the district has a cooperative agreement approved by the Board.[1]

**The Board directs that** student teachers and interns shall not be accepted into district schools **unless** they have complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of those screening processes.[2][3]

### **Delegation of Responsibility**

The Superintendent or designee shall be responsible to assign student teachers and interns to the schools.

Recommendations for selection of cooperating teachers shall be made by the building principal, with the agreement of the college or university supervisor.

The Superintendent or designee shall ensure distribution of student teachers throughout the district so that no single group of students or teachers will be subject to excessive student teacher classroom hours.

Student teachers and interns shall comply with the health examination requirements of the state and Board policy applicable to **district staff**.[4][5][6][7][8]

While serving in district schools, student teachers **and interns** shall be responsible for their conduct to the supervising teacher/**administrator** and building principal.

## **Arrest or Conviction Reporting Requirements**

**Prior to being accepted into district schools, student teachers and interns shall report, on the designated form, arrests and convictions as specified on the form. Student teachers and interns shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.[2]**

**While serving in district schools, student teachers and interns shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.[2]**

**While serving in district schools, a student teacher or intern shall be required to report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that s/he has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.[9]**

**A student teacher or intern shall be required to submit a current criminal history background check report if the Superintendent or designee has a reasonable belief that the student teacher or intern was arrested or has been convicted of an offense required to be reported by law, and the student teacher or intern has not notified the Superintendent or designee.[2]**

**Failure to accurately report such arrests and convictions may subject the student teacher or intern to disciplinary action up to and including dismissal from the program and criminal prosecution.[2][9]**

### **Guidelines**

#### **Observers**

Student teachers, interns and faculty of other educational institutions shall be offered the opportunity to visit district schools and observe classes. Such observers must be treated as any other visitor and shall be under the direct supervision of the principal **or designee**.[10]

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Book Policy Manual  
Section 300 Employees  
Title Employment Contract/Board Resolution  
Number 308  
Status From PSBA  
Legal 1. 24 P.S. 406  
2. 24 P.S. 510  
3. 24 P.S. 1089  
4. 24 P.S. 1109.2  
5. 24 P.S. 1121  
6. 24 P.S. 1101  
7. 24 P.S. 1108  
8. Pol. 313  
24 P.S. 1073

### **Authority**

The Board has the authority under law to prescribe employment conditions for district personnel.[1][2][3][4][5]

For the mutual benefit and protection of the district and its employees, the Board directs that, as the policy of this school district:

1. Professional employees, as defined in the School Code, shall sign an employment contract upon employment, which shall continue in force unless terminated by the employee by written resignation presented sixty (60) days in advance or terminated by the Board in accordance with law. The contract shall specify those issues required by law.[6][5]
2. Temporary professional employees, upon attaining tenure status, shall sign a contract for professional employees.[7][8]
3. Noncertificated administrative and support employees shall be employed through a contract or Board resolution.[2][3]

The Board shall be notified promptly of any misunderstanding arising from the application of a given contract **or resolution, or** any error in salary paid to the employee.

Willful misrepresentation of facts material to employment and determination of salary shall be considered cause for dismissal of the employee.

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Book Policy Manual  
 Section 300 Employees  
 Title Assignment and Transfer  
 Number 309  
 Status From PSBA  
 Legal 1. 24 P.S. 508  
2. 24 P.S. 510  
3. 23 Pa. C.S.A. 6344.3  
4. 23 Pa. C.S.A. 6344.4  
5. 24 P.S. 111  
 6. Pol. 317  
7. 20 U.S.C. 6312  
22 PA Code 8.1 et seq  
23 Pa. C.S.A. 6301 et seq

### **Authority**

The assignment and transfer of administrative, professional and classified employees within the district shall be **determined by the management, supervisory, instructional and operational needs of the schools and the school district.**

The Board shall approve the initial assignment of **all employees** at the time of employment **and when such assignments involve a transfer from one building or supervisor to another or involve a move to a position requiring a certificate or credentials other than those required for the employee's present position.**[1][2]

**Each applicant for transfer or reassignment shall be required to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee and the applicant's official child abuse clearance statement is current.**[3][4]

**Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit criminal background checks as required by law. Such applicants shall report, on the designated form, arrests and convictions as specified on the form. Failure to accurately report such arrests and convictions may subject the individual to disciplinary action up to and including termination and criminal prosecution.**[5][6]

### **Delegation of Responsibility**

The Superintendent **or designee** shall provide a system of assignment or reassignment **for district employees** that includes **consideration of requests for** voluntary transfers.

The Superintendent, in considering any assignment or transfer, **shall assure that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field or inexperienced teachers.**[7]

Vacancies **shall be publicized to all appropriate employees.**

**Before new employees are sought, requests for transfer to a vacant position will be considered.**

**Employees shall be informed of their assignments as early as possible.**

**This policy shall not prevent reassignment of an employee during the school year for good cause, as determined by the Board.**

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Book	Policy Manual
Section	300 Employees
Title	Resignation Acceptance of Employees
Number	309.1
Status	From PSBA

The Superintendent and his/her designee(s) shall have the power and authority to accept resignations of employees. The acceptance of a resignation shall be deemed accepted when received by the Superintendent or his/her designee unless the Superintendent or his/her designee expressly rejects the resignation in writing. The Superintendent shall report all resignations that have been accepted by the Superintendent or his/her designee(s) to the School Board within twenty-four (24) hours and in a written report at the next regularly scheduled public meeting or any other meeting that the Superintendent shall deem appropriate. The report from the Superintendent shall be acknowledged by the School Board and made a part of the minutes of the meeting. The failure or refusal of the School Board to acknowledge the report shall not invalidate the effectiveness of any resignation or acceptance thereof by the Superintendent or his/her designee.

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Book Policy Manual  
 Section 300 Employees  
 Title Suspensions/Furloughs  
 Number 311  
 Status From PSBA  
 Legal 1. 24 P.S. 406  
2. 24 P.S. 1106  
3. 24 P.S. 524  
4. 24 P.S. 1124  
5. 24 P.S. 1125.1  
6. 24 P.S. 1123  
 7. Pol. 313  
8. 2 Pa. C.S.A. 551 et seq

### **Authority**

**The Board is responsible for** maintaining appropriate **numbers of administrative, professional and support employees** to effectively manage and operate the district **and its schools**. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2]

The Board has the authority and responsibility to determine how suspensions of **district employees** shall be made when necessary, in accordance with law, **individual contracts and collective bargaining agreements**.[3][4][5]

### **Delegation of Responsibility**

The efficiency and effectiveness of district organization and staffing shall be under continuing review, and recommendations for abolishing positions and reallocating duties shall be presented for Board consideration when the Superintendent considers such actions to be in the best interests of the district.

**The Superintendent or designee shall ensure that reduction of staff is implemented in accordance with applicable laws.**

Data necessary for computation of each **certificated** administrative and **professional employee's** rating and seniority status shall be recorded and maintained.[6][7]

**Data necessary for computation of each noncertificated administrative and support employee's seniority status shall be recorded and maintained.**

**Certificated administrative and professional employees** shall be **suspended** for causes consistent with law in inverse order of seniority in the district. Reinstatements from a list of **suspended** professional employees shall be made on the basis of their seniority within the district.[4][5]

**The district shall realign its professional staff to ensure that more senior employees are provided with the opportunity to fill positions for which they are certified and which are being filled by less senior employees. Such realignment, however, will not be construed to require curriculum changes or department revisions.**[5]

**Certificated** administrative and tenured professional employees have the right to a Local Agency Law hearing, and the decision to suspend shall be considered an adjudication for the purpose of that hearing.[5][8]

Temporary professional employees are entitled to a Local Agency Law hearing at the request of the employee.[8]

To be considered available for reinstatement, **suspended certificated administrative and professional employees** must annually report in writing to the Board **their** current address and intent to accept the same or a similar position when offered.[5]

Noncertificated administrative **and support employees may be** entitled to a Local Agency Law hearing prior to suspension, at the employee's request.

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Book Policy Manual  
Section 300 Employees  
Title Performance Assessment of Superintendent/Assistant Superintendent  
Number 312  
Status From PSBA  
Legal 1. 24 P.S. 1073.1  
24 P.S. 1080  
Pol. 302

### **Authority**

**The Board shall conduct a formal written performance assessment of the Superintendent and Assistant Superintendent annually as required by law. A timeframe for the assessment shall be included in the employment contract.[1]**

**The employment contract shall include objective performance standards mutually agreed to in writing by the Board and the Superintendent and by the Board and the Assistant Superintendent. The objective performance standards may be based upon any or all of the following:[1]**

- 1. Achievement of annual measurable objectives established by the district.**
- 2. Achievement on Pennsylvania System of School Assessment (PSSA) tests.**
- 3. Achievement on Keystone Exams.**
- 4. Student growth as measured by the Pennsylvania Value-Added Assessment System.**
- 5. Attrition rates or graduation rates.**
- 6. Financial management standards.**
- 7. Standards of operational excellence.**
- 8. Any additional criteria deemed relevant and mutually agreed to by the Board and Superintendent or Assistant Superintendent.**

**The mutually agreed upon performance standards shall be posted on the district website.[1]**

**Upon completion of the annual performance assessment, the date of the assessment and whether or not the Superintendent and Assistant Superintendent have met the agreed upon objective performance standards shall be posted on the district website.[1]**

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Book Policy Manual  
Section 300 Employees  
Title Evaluation of Employees  
Number 313  
Status From PSBA  
Legal 1. 24 P.S. 510  
2. 24 P.S. 1108  
3. 24 P.S. 1123  
4. 22 PA Code 19.1  
24 P.S. 1122  
22 PA Code 19.1 et seq

### **Purpose**

**Evaluation is a continuing process in which the administrative, professional and classified employees and the respective supervisors cooperatively identify strengths and weaknesses in an individual's job performance. Employee evaluations shall be used to assess and improve performance, encourage professional growth, promote positive behavior, and facilitate attainment of district goals and objectives.**

### **Authority**

**The Board shall approve plans for regular, periodic evaluations of administrative, professional and classified employees consistent with applicable administrative compensation plans, individual contracts, collective bargaining agreements, Board resolutions and state law and regulations.[1][2][3][4]**

**The Board shall be informed periodically about the results of evaluations.**

### **Delegation of Responsibility**

**The Superintendent or designee shall develop plans for the evaluation of district employees to be submitted for Board approval.**

**The Board authorizes the Superintendent to develop a Differentiated Supervision model for professional employees in accordance with the Pennsylvania Department of Education's guidelines and in consultation with assistant administrators, supervisors, and/or principals.**

**The Superintendent shall ensure that evaluation plans are reviewed periodically and updated as necessary.**

**Evaluations shall be performed by the Superintendent or by an assistant administrator, supervisor, or principal who has supervision over the work of the employee being evaluated and is designated by the Superintendent to perform the evaluation.**

### **Guidelines**

**The evaluation plan for professional employees and temporary professional employees shall utilize the appropriate state-approved rating form or an alternative rating tool approved by the Board and the Pennsylvania Department of Education.[2][3][4]**

**Professional employees are required to be evaluated at least once each year.[3]**

**Temporary professional employees shall be evaluated by an appropriate supervisor and notified of individual progress and status at least twice each year.**

**Professional employees and temporary professional employees shall receive an overall performance rating of one (1) of the following:**

- 1. Distinguished – shall be considered satisfactory.**
- 2. Proficient – shall be considered satisfactory.**
- 3. Needs improvement – shall be considered satisfactory, except that any subsequent overall rating of "needs improvement" issued by the district within ten (10) years of the first overall rating of "needs improvement" where the employee is in the same certification shall be considered unsatisfactory.**
- 4. Failing – shall be considered unsatisfactory.**

**No professional employee or temporary professional employee shall be rated "needs improvement" or "failing" solely based upon student test scores.**

**No unsatisfactory rating shall be valid unless approved by the Superintendent.**

**A signed copy of the rating form shall be provided to the employee.**

**Professional employees and temporary professional employees who receive an overall performance rating of "needs improvement" or "failing" shall participate in a Performance Improvement Plan.**

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Book	Policy Manual
Section	300 Employees
Title	Physical Examination
Number	314
Status	From PSBA
Legal	<u>1. 24 P.S. 1418</u> <u>2. 28 PA Code 23.43</u> <u>3. 42 U.S.C. 12112</u> <u>4. 28 PA Code 23.44</u> <u>5. 24 P.S. 1419</u> <u>6. 28 PA Code 23.45</u> <u>7. 42 U.S.C. 2000ff et seq</u> <u>24 P.S. 1416</u> <u>42 U.S.C. 12101 et seq</u>

### **Purpose**

In order to certify the fitness of **administrative, professional and classified** employees to discharge efficiently the duties they will be performing and to protect the health of students **and staff** from the transmission of communicable diseases, physical examinations of all **district** employees **shall** be required prior to **beginning** employment.

### **Definition**

A **physical examination** shall mean a general examination by a licensed physician, **certified registered nurse practitioner or a licensed physician assistant**.

### **Authority**

**After receiving an offer of employment but prior to beginning employment**, all candidates shall undergo medical examinations, as required by law **and as the Board may require.**[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 **Pennsylvania 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 medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the employee presents a substantial menace to the health of others.**[5][6]

### **Delegation of Responsibility**

**The results of all required medical examinations shall be made known to the Superintendent on a confidential basis and discussed with the employee.**

**Medical records of an employee shall be kept in a file separate from the employee's personnel file.**[7][3]

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Book	Policy Manual
Section	300 Employees
Title	HIV Infection
Number	314.1
Status	From PSBA
Legal	<u>1. 35 P.S. 7603</u> <u>2. 24 P.S. 510</u> 3. Pol. 334 4. Pol. 335 5. Pol. 339 6. Pol. 348 7. Pol. 104 <u>8. 35 P.S. 7607</u> <u>35 P.S. 7601 et seq</u>

### **Purpose**

**The Board is committed to providing a safe, healthy environment for its students and employees and adopts this policy to safeguard the health and well-being of students and employees while protecting the rights of the individual. This policy shall apply to all administrative, professional and classified staff employed by the district.**

### **Definitions**

**AIDS - Acquired Immune Deficiency Syndrome.[1]**

**HIV Infection - refers to the disease caused by the HIV or human immunodeficiency virus.**

**Infected employee - refers to district employees diagnosed as having the HIV virus, including those who are asymptomatic.**

### **Authority**

**The Board directs that the established Board policies and procedures and administrative regulations relative to illnesses among district employees shall also apply to infected employees.[2][3][4][5]**

**The Board shall not require routine screening tests for HIV Infection in the school setting, nor will such tests be a condition for employment.**

### **Delegation of Responsibility**

**The Superintendent or designee shall be responsible for developing and releasing information concerning infected employees.**

**All district employees shall maintain a respectful working climate and shall not participate in physical or verbal harassment of any individual or group, including infected employees.  
[6]**

**Building principals shall notify district employees, students and parents/guardians about current Board policies concerning HIV Infection and shall provide reasonable opportunities to discuss the policy and related concerns.**

**Infected employees whose employment is interrupted or terminated shall be entitled to available medical leave and medical disability benefits. Such employees shall be informed by the appropriate administrator of benefits, leave, and alternatives available to them through state and federal laws, Board policies, collective bargaining agreements, individual contracts and the retirement system.**[7][3][4][5]

### **Guidelines**

#### **Confidentiality**

**District employees with knowledge of an infected employee's condition shall not disclose that information without prior written consent of the employee, consistent with the requirements of the Pennsylvania Confidentiality of HIV-Related Information Act.**[8]

#### **Infection Control**

**Universal precautions shall be followed for exposure to bodily fluids. Employees shall treat all body fluids as hazardous and follow universal precautions.**

**The school district shall maintain reasonably accessible equipment and supplies necessary for infection control.**

**Employees shall notify the school nurse of all incidents of exposure to bodily fluids.**

#### **Staff Development**

**The district shall provide opportunities for employees to participate in inservice education on HIV Infection.**

**Designated district employees may receive additional, specialized training appropriate to their positions and responsibilities.**

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Book	Policy Manual
Section	300 Employees
Title	Conduct/Disciplinary Procedures
Number	317
Status	From PSBA
Legal	<u>1. 22 PA Code 235.10</u> 2. Pol. 824 <u>3. 24 P.S. 510</u> <u>4. 24 P.S. 514</u> <u>5. 24 P.S. 1121</u> <u>6. 24 P.S. 1122</u> <u>7. 24 P.S. 1126</u> <u>8. 24 P.S. 1127</u> <u>9. 24 P.S. 1128</u> <u>10. 24 P.S. 1129</u> <u>11. 24 P.S. 1130</u> <u>12. 2 Pa. C.S.A. 551 et seq</u> 13. Pol. 351 <u>14. 24 P.S. 1151</u> <u>15. 24 P.S. 111</u> <u>16. 24 P.S. 2070.9a</u> <u>17. 23 Pa. C.S.A. 6344.3</u> <u>22 PA Code 235.1 et seq</u> <u>24 P.S. 2070.1a et seq</u> <u>23 Pa. C.S.A. 6301 et seq</u>

### **Authority**

**All administrative, professional and classified employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior.** Effective operation of district **schools** requires the cooperation of all employees working together **and complying with** a system of **Board policies, administrative regulations, rules and procedures, applied fairly and consistently.**

**The Board requires employees to maintain professional, moral and ethical relationships with students at all times.**<sup>[1][2]</sup>

**The Board directs that all district employees shall be informed of conduct that is required and is prohibited during work hours and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.**<sup>[3][4]</sup>

When **demotion or dismissal** charges are filed against a **certificated administrative or professional employee, a hearing shall be provided as required by applicable law. Noncertificated administrative and classified employees may be entitled to a Local Agency Law hearing, at the employee's request.**<sup>[5][6][7][8][9][10][11][12]</sup>

### **Delegation of Responsibility**

**All district employees shall comply with state and federal laws and regulations, Board policies, administrative regulations, rules and procedures. District employees shall endeavor to maintain order, perform assigned job functions and carry out directives issued by supervisors.[3]**

**When engaged in assigned duties, district employees shall not participate in activities that include but are not limited to the following:**

- 1. Physical or verbal abuse, or threat of harm, to anyone.**
- 2. Nonprofessional relationships with students.[2]**
- 3. Causing intentional damage to district property, facilities or equipment.**
- 4. Forceful or unauthorized entry to or occupation of district facilities, buildings or grounds.**
- 5. Use, possession, distribution, or sale of alcohol, drugs or other illegal substances.[13]**
- 6. Use of profane or abusive language.**
- 7. Breach of confidential information.**
- 8. Failure to comply with directives of district officials, security officers, or law enforcement officers.[6]**
- 9. Carrying onto or possessing a weapon on school grounds without authorization from the appropriate school administrator.**
- 10. Violation of Board policies, administrative regulations, rules or procedures.[6]**
- 11. Violation of federal, state, or applicable municipal laws or regulations.[6]**
- 12. Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.**

**The Superintendent or designee shall develop and disseminate disciplinary rules for violations of Board policies, administrative regulations, rules and procedures that provide progressive penalties, including but not limited to verbal warning, written warning, reprimand, suspension, demotion, dismissal and/or pursuit of civil and criminal sanctions.[6][14]**

### **Arrest or Conviction Reporting Requirements**

**Employees shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.[15][16]**

**Employees shall also report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law.[17]**

**An employee shall be required to submit new criminal history background checks if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee.[15]**



**An employee shall be required immediately to submit a new child abuse history certification if the Superintendent or designee has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.**[17]

**Failure to accurately report such occurrences may subject the employee to disciplinary action up to and including termination and criminal prosecution.**[15][17]

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Educator Misconduct
Number	317.1
Status	From PSBA
Legal	<u>1. 22 PA Code 235.1 et seq</u> <u>2. 24 P.S. 2070.1a</u> <u>3. 24 P.S. 2070.1b</u> <u>4. 23 Pa. C.S.A. 6303</u> <u>5. 24 P.S. 2070.9a</u> 6. Pol. 806 <u>7. 24 P.S. 111</u> 8. Pol. 317 <u>9. 24 P.S. 2070.9c</u> <u>10. 24 P.S. 2070.11</u> <u>11. 24 P.S. 2070.17b</u> <u>12. 24 P.S. 2070.17a</u> <u>23 Pa. C.S.A. 6301 et seq</u> <u>24 P.S. 2070.1a et seq</u>

### **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 removal from eligibility lists for cause, or notice of intent not to reemploy for cause;**
- 2. Who has been arrested 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); and[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 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]**

#### **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 shall remain confidential unless or until public discipline is imposed.[11]**

#### **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.[12]**

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Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Penalties for Tardiness
Number	318
Status	From PSBA
Legal	<u>1. 24 P.S. 510</u> 2. Pol. 332

### **Authority**

Punctual and reliable attendance by **administrative, professional and** classified 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]

### **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.

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Book	Policy Manual
Section	300 Employees
Title	Outside Activities
Number	319
Status	From PSBA
Legal	<u>1, 24 P.S. 510</u>

### **Authority**

The Board recognizes that administrative, **professional and classified** employees **do have the right to** private lives and associations with others outside of school. However, the Board has a responsibility to evaluate **employees'** effectiveness in discharging **assigned** duties and responsibilities.

Therefore, when nonschool activities directly **impact** upon an **employee's** effectiveness within the school **district**, the Board reserves the right to evaluate the **effect** of such activities **on the individual's completion of responsibilities and assignments.**<sup>[1]</sup>

The Board does not endorse, support, nor assume liability for any district staff member who conducts nonschool, outside activities in which **district** students **or** employees may participate.

### **Delegation of Responsibility**

**The Superintendent or designee shall disseminate this policy and administrative regulations so that employees may avoid situations in which personal interests, activities, and associations may conflict with the interests of the district.**

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Book	Policy Manual
Section	300 Employees
Title	Freedom of Speech in Nonschool Settings
Number	320
Status	From PSBA
Legal	<u>1. 24 P.S. 510</u>

### **Authority**

The Board acknowledges the right of **administrative**, professional and **classified** employees as citizens in a democratic society to speak out on issues of public concern. When those issues are related to the school **district** and its programs, however, the employee's freedom of expression must be balanced against the interests of this district.

**The Board adopts this policy to clarify situations in which an employee's expression could conflict with the district's interests.**<sup>[1]</sup>

In situations in which **a district employee** is not engaged in the performance of **assigned duties**, **s/he shall:**

1. Refrain from **comments** that would interfere with the maintenance of student discipline.
2. Refrain from making public **statements about the district** known to be false or made without regard for truth or accuracy.
3. **Refrain from** making threats against co-workers, supervisors or district officials.

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Book	Policy Manual
Section	300 Employees
Title	Political Activities
Number	321
Status	From PSBA
Legal	<u>1.24 P.S. 510</u>

### **Authority**

**The Board recognizes and encourages the right of administrative, professional and classified employees, as citizens, to engage in political activity. However, district time, resources, property or equipment, paid for by taxpayers, may not be used for political purposes by district employees when performing assigned duties.**

**Employees shall not engage in political activities during assigned work hours on property under the jurisdiction of the Board.<sup>[1]</sup>**

**The following situations are exempt from the provisions of this policy:**

- 1. Discussion and study of politics and political issues when applicable to the curriculum and appropriate to classroom studies.**
- 2. Conduct of student elections and connected campaigning.**
- 3. Conduct of employee representative elections.**

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Book	Policy Manual
Section	300 Employees
Title	Gifts
Number	322
Status	From PSBA
Legal	<u>1.24 P.S. 510</u>

### **Authority**

**The Board considers the acceptance of gifts by administrative, professional and classified employees an undesirable practice.**

**It is the policy of the Board that staff members not accept gifts of significant value, as determined by the immediate supervisor.[1]**

### **Delegation of Responsibility**

**The Superintendent or designee may approve acts of generosity to individual district employees in unusual situations but shall report such instances to the Board on a timely basis.**

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Book	Policy Manual
Section	300 Employees
Title	Tobacco
Number	323
Status	From PSBA
Legal	<u>1. 35 P.S. 1223.5</u> <u>2. 20 U.S.C. 7183</u> <u>3. 24 P.S. 1302.1-A</u> <u>4. 24 P.S. 1303-A</u> <u>5. 22 PA Code 10.2</u> <u>6. 22 PA Code 10.22</u> <u>7. 18 Pa. C.S.A. 6305</u> 8. Pol. 805.1 <u>20 U.S.C. 7181 et seq</u>

### **Purpose**

The Board recognizes that **tobacco** presents a health and safety hazard **that can have** serious consequences for the **user** and the **nonuser** and the safety of the **schools**.

### **Definition**

For purposes of this policy, **tobacco** includes a lighted or unlighted cigarette, cigar, pipe or other smoking product or material and smokeless tobacco in any form.[1]

### **Authority**

The Board prohibits **tobacco use** by administrative, professional **and classified employees** in a school building **and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.**[1][2]

**The district shall annually notify employees about the Board's tobacco policy by distributing it through handbooks, newsletters, posted notices, and other efficient methods.**[1]

### **Guidelines**

**The Superintendent or designee may report incidents involving the sale of tobacco to minors by employees 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.**[3][4][5][6][7][8]

**In accordance with state law, the Superintendent shall annually, by July 31, report incidents of possession, use or sale of tobacco on school property to the Office for Safe Schools on the required form.**[4][8]





Book	Policy Manual
Section	300 Employees
Title	Personnel Files
Number	324
Status	From PSBA
Legal	<u>1. 24 P.S. 510</u> <u>2. 42 U.S.C. 2000ff et seq</u> <u>3. 42 U.S.C. 12112</u> 4. Pol. 800 <u>5. 43 P.S. 1321</u> <u>6. 43 P.S. 1322</u> <u>7. 22 PA Code 403.4</u> <u>8. 20 U.S.C. 6311</u> <u>9. 20 U.S.C. 7801</u> 10. Pol. 304 <u>11. 22 PA Code 403.5</u> <u>24 P.S. 111</u> <u>22 PA Code 8.1 et seq</u> <u>23 Pa. C.S.A. 6301 et seq</u> <u>43 P.S. 1321 et seq</u> <u>42 U.S.C. 12101 et seq</u> <u>8 CFR 274a.2</u>

### **Authority**

Orderly operation of the school district **requires** maintaining a file for the retention of all **records relative to** an individual's duties and responsibilities as an **administrative, professional or classified** employee of the district.

The Board requires that sufficient records be maintained to ensure an employee's qualifications for the job held; compliance with federal and state **requirements and local benefit programs**; conformance with **Board policies, administrative regulations, rules and procedures**; and evidence of completed evaluations.<sup>[1]</sup>

### **Delegation of Responsibility**

The Board delegates the establishment and maintenance of official personnel records to the Superintendent or designee, **who shall prepare administrative regulations defining the material to be incorporated into personnel files.**

### **Guidelines**

**A central file shall be maintained; supplemental records may be maintained only for ease in data gathering.**

**Medical records shall be kept in a file separate from the employee's personnel file.**<sup>[2][3]</sup>

**Only information that pertains to the professional role of the employee and is submitted by duly authorized administrative personnel and the Board may be entered in the official personnel file. A copy of each entry shall be made available to the employee, except for matters pertaining to pending litigation or criminal investigation.**

**Personnel records shall be available to the Board but only as required in the performance of its designated functions as a School Board and as approved by a majority vote of the Board.**

**Personnel files shall be reviewed at intervals established by the district, and material no longer required shall be destroyed.[4]**

**Administrative, professional and classified employees shall have access to their own file. Information relative to confidential employment references/recommendations are not part of the personnel file and shall not be available for review by the employee.[5][6]**

### **Title I Schools**

**In accordance with law, the district shall release to parents/guardians, upon request, information regarding the professional qualifications and academic degrees of any teacher providing instruction to their child at a school receiving Title I funds. The district shall annually notify parents/guardians at the beginning of the school year about their right to request such information.[7][8][9][10]**

**The district shall notify parents/guardians of students attending Title I schools when their child has been assigned to or taught for four (4) or more consecutive weeks by a teacher who is not highly qualified, as defined by federal law.[7][8][9]**

**In accordance with law, the district shall release to parents/guardians, upon request, the qualifications of any paraprofessionals who provide instructional support to their child at a school receiving Title I funds. The district shall annually notify parents/guardians at the beginning of the school year about their right to request such information.[11][8][10]**

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Book	Policy Manual
Section	300 Employees
Title	Dress and Grooming
Number	325
Status	From PSBA
Legal	<u>1. 24 P.S. 510</u>

### **Authority**

Administrative, **professional and classified** employees set an example in dress and grooming for students and **the school community. Employees' dress should reflect their professional status and** encourage respect for authority **in order to have a positive influence on** the district's programs and operations.

The Board has the authority to specify reasonable dress and grooming requirements, **within law, for all district employees to** prevent an adverse impact on the educational **programs and district operations.**[1]

**When assigned to district duties, employees shall be physically clean, neat, well-groomed and dressed in a manner consistent with assigned job responsibilities.**

**Employees shall be groomed so that their hair style does not cause a safety or health hazard.**

### **Delegation of Responsibility**

**If an employee feels that an exception to this policy would enable him/her to carry out assigned duties more effectively, a request should be made to the immediate supervisor.**

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Book	Policy Manual
Section	300 Employees
Title	Complaint Process
Number	326
Status	From PSBA
Legal	<u>24 P.S. 510</u>

### **Authority**

**It is the Board's intent to establish reasonable and effective means of resolving conflicts among employees to reduce potential areas of complaints, and to establish and maintain clear two-way channels of communication between supervisory personnel and district employees for situations not covered by the terms of a collective bargaining agreement.**

**There shall be no reprisals of any kind taken against any employees or their representatives because of support of or participation in a complaint.**

### **Delegation of Responsibility**

**The Board directs the Superintendent to establish a process that will facilitate proper and equitable solutions to complaints by district employees at the lowest appropriate level.**

### **Guidelines**

**Complaints should be discussed in a private, informal conference between the parties involved. At least one (1) private meeting should take place between the parties before the complaint process is invoked.**

**A complainant may be represented or accompanied by anyone s/he chooses at any higher level of the complaint process.**

**All documents, communications, and records relevant to a complaint shall be filed in a separate file and not kept in the personnel file of any of the participants.**

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Book	Policy Manual
Section	300 Employees
Title	Compensation Plans/Salary Schedules
Number	328
Status	From PSBA
Legal	<u>1. 24 P.S. 1164</u> <u>2. 24 P.S. 406</u> <u>3. 24 P.S. 1075</u> <u>4. 24 P.S. 1077</u> <u>5. 24 P.S. 1089</u> <u>6. 24 P.S. 1141-1152</u> <u>7. 24 P.S. 1162</u> <u>8. 24 P.S. 1164</u> <u>9. 24 P.S. 1149</u>

### **Authority**

**The Board shall approve compensation plans, individual contracts and salary schedules for administrative, professional and classified employees.**

**The administrative compensation plan shall be determined through a good faith, meet and discuss procedure with designated administrators upon written request of a majority of district administrators.[1]**

**Salary schedules approved by the Board shall be in accordance with those specified in applicable collective bargaining agreements and/or Board resolutions.**

**Salary schedules shall be used to set compensation for new and inexperienced employees and for experienced employees new to the district, and salary adjustments that result from earning advanced degrees while employed by the district or required by law.[2][3][4][5][6][7][8]**

### **Delegation of Responsibility**

**Implementation of the administrative compensation plan, individual contracts, collective bargaining agreements and Board resolutions regarding employee salaries shall be the responsibility of the Superintendent.**

**The Superintendent is authorized to credit past experience of a candidate when determining salary.[9]**

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Book	Policy Manual
Section	300 Employees
Title	Overtime
Number	330
Status	From PSBA
Legal	<u>1. 43 P.S. 333.104</u> <u>2. 29 U.S.C. 207</u> <u>34 PA Code 231.41</u> <u>34 PA Code 231.42</u> <u>34 PA Code 231.43</u> <u>43 P.S. 333.101 et seq</u> <u>29 U.S.C. 201 et seq</u> <u>29 CFR Part 778</u>

### **Authority**

In order to ensure consistent treatment of all **affected** employees and compliance with applicable federal law regarding payment of overtime, **the Board adopts this policy.**

In accordance with **federal and state law** and this policy, applicable collective bargaining agreement **or individual** contract, overtime shall be paid for work in excess of the established workday or workweek for each **classification of** classified employees.[1][2]

**No overtime shall be scheduled or worked without** prior approval of the **immediate** supervisor.

**Overtime will be paid at the rate of time and one-half the regular rate of pay when approved in advance for time worked in excess of forty (40) hours per week (including the difference between the normal workweek and forty (40) hours).**[1][2]

For purposes of computing overtime, credit shall be given only for hours worked, as recorded in district records and provided by law.

Any conflict between this policy and applicable collective bargaining agreement **or individual contract** shall be reported **promptly** to the Board.

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Book	Policy Manual
Section	300 Employees
Title	Job Related Expenses
Number	331
Status	From PSBA
Legal	<u>1. 24 P.S. 517</u>

### **Authority**

**The Board shall reimburse administrative, professional and classified 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 reimbursement of travel 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 immediate supervisor.**

**Use of a personal vehicle for approved purposes is reimbursable at the rate per mile approved by the Board.**

**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 or Superintendent.[1]**

**Attendance at approved events outside the district shall be without loss of regular pay, unless otherwise stipulated prior to attendance.**

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Book	Policy Manual
Section	300 Employees
Title	Working Periods
Number	332
Status	From PSBA
Legal	<u>1. 24 P.S. 510</u> <u>2. 24 P.S. 1504</u> 3. Pol. 804

### **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 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.<sup>[1][2][3]</sup>**

### **Delegation of Responsibility**

**The Superintendent or designee shall develop administrative regulations to ensure district employees adhere to their assigned work schedules.**

**Professional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.<sup>[2]</sup>**

**During the times students are in attendance, professional staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the building principal.**

**All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator.**

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Book	Policy Manual
Section	300 Employees
Title	Professional Development
Number	333
Status	From PSBA
Legal	<u>1. 24 P.S. 517</u> <u>2. 24 P.S. 1205.1</u> <u>3. 24 P.S. 1205.2</u> <u>4. 22 PA Code 4.13</u> <u>5. 22 PA Code 49.16</u> 6. Pol. 100 <u>7. 24 P.S. 1205.5</u> <u>8. 24 P.S. 1217</u> <u>9. 22 PA Code 49.17</u> <u>24 P.S. 1205.6</u> Pol. 806

### **Authority**

Continuing professional study and inservice training for **administrative, professional and classified employees** are prerequisites for professional development, enhanced ability to complete responsibilities and maintaining certification.

The Board **directs district employees** to further their professional and personal advancement through graduate study, inservice training, **conference attendance and** professional development activities.[1][2][3]

### **Guidelines**

#### Graduate/Special Courses

Only courses of study that are preapproved shall be eligible for reimbursement by the district or a change in compensation **for the employee**. Documentary evidence of satisfactory completion of all study programs shall be required.

Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms of the administrative compensation plan **or an individual** contract, **or** collective bargaining agreement.

All **eligible** employees shall **submit** annually by June 30 a record and description of the attainment of approved credits to the Personnel Director.

#### Induction Plan

The district shall comply with Department of Education **requirements when** developing and maintaining an induction plan for first-year teachers, **long-term substitutes hired for a position for forty-five (45) days or more, educational specialists** and teachers new to the district. **The district shall develop and submit the induction plan to the Department of Education for**

**approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**[4][5][6]

### **Induction Program for School System Leaders**

**School system leaders shall complete an induction program which is consistent with the Pennsylvania School Leadership Standards within five (5) years of serving as a school system leader in Pennsylvania for the first time.**[7][8]

**School system leaders include principals, vice-principals, assistant principals, Assistant Superintendent, Superintendent and individuals who are converting an administrative certificate from a Level I certificate to a Level II certificate.**[7]

### **Professional Education Plan**

The Board shall appoint to the professional education committee parents/guardians and representatives of the community and local businesses. Representatives of administrators, teachers and educational specialists on the professional education committee shall be selected by their respective members.[2][9]

**The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. The professional education plan shall be designed to meet the educational needs of the district and its certificated administrative and professional employees; specify approved courses, programs, activities and learning experiences; and identify approved providers. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**[2][9][4][6]

The Board shall ensure an annual review of the district's professional education plan **is conducted** by the professional education committee to determine if the plan continues to meet the needs of the district, employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.[2]

The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan.[3]

If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan.[3]

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Book	Policy Manual
Section	300 Employees
Title	Sick Leave
Number	334
Status	From PSBA
Legal	<u>1. 24 P.S. 1154</u>
	<u>2. 24 P.S. 510</u>
	3. Pol. 317

### **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 classified 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 sick leave pay **to submit** sufficient proof, including a physician's certification, of the employee's illness or disability.[2][1]

Misuse of sick leave shall be considered a serious infraction subject to disciplinary action.[3]

The Board shall consider the application of any eligible employee for an extension of sick leave, **pursuant to law where applicable**, when the employee's **own** accumulated sick leave is exhausted.  
[2][1]

### **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.**

### **Proof of Disability**

**An employee absent on sick leave may be required to submit a physician's written statement certifying his/her disability.[2][1]**

**A physician's statement may not be presumed to conclusively establish the employee's disability.**

### **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.**[2][1]

A record shall be made of the unused sick leave days accumulated by each **district** employee, which shall be reported to the employee.[2][1]

Last Modified by Tammy Medellin on July 15, 2016





Book Policy Manual  
Section 300 Employees  
Title Family and Medical Leaves  
Number 335  
Status  
Legal 1. 29 U.S.C. 2601 et seq  
2. 29 CFR Part 825  
3. 29 U.S.C. 2619  
4. 29 U.S.C. 2611  
5. 29 U.S.C. 2612  
6. 29 CFR 825.200  
Pol. 813

### **Authority**

**The Board shall provide eligible administrative, professional and classified employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]**

**Employee requests for FMLA leave shall be processed in accordance with law, Board policy and administrative regulations.**

### **Delegation of Responsibility**

**The Superintendent shall develop and disseminate administrative regulations to implement FMLA leave for eligible employees.**

**The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[3]**

**Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing on a district form to the Director of Human Resources.**

### **Guidelines**

**Employees' eligibility for FMLA leave shall be based on the criteria established by law.[4][5]**

**Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[5]**

**Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered servicemember.[5]**

**The district shall utilize a rolling twelve-month period measured backwards from the date leave is used to determine if an employee has exhausted his/her FMLA leave in any twelve-month period.[6]**

**When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee may utilize such paid leave during the FMLA leave.[5]**

Last Modified by Tammy Medellin on August 17, 2016



Book	Policy Manual
Section	300 Employees
Title	Personal Necessity Leave
Number	336
Status	From PSBA
Legal	<u>1, 24 P.S. 510</u> <u>2, 24 P.S. 1154</u>

### **Authority**

This policy shall provide for absences for **defined** personal necessity leave by **administrative, professional and classified employees.**

The Board has the authority to specify reasonable conditions under which personal **necessity** leave may be granted, the type of situations in which such leave will be permitted, and the total number of days **that** may be used **by an employee in any school year** for **such** leave.[1][2]

### **Guidelines**

#### **Personal Leave**

**The total** number of days granted for personal leave **in any school year may not exceed** two (2) days.

Requests for personal leave shall be made at least one (1) week in advance to the immediate supervisor.

Personal leave days with pay shall be granted to district employees in accordance with applicable provisions of the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.

#### **Bereavement Leave**

When an administrative or professional employee is absent from duty because of a death in the immediate family, there shall be no deduction in salary for an absence of five (5) school days. The Board may extend the period of absence, at its discretion. **Immediate family** shall be defined as **father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, near relative who resides in the same household, or any person with whom the employee has made his/her home.**[2]

**When an administrative or professional employee is absent from duty because of the death of a near relative, there shall be no deduction in salary for absence on the day of the funeral. The Board may extend the period of absence, at its discretion. Near relative shall be defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.**[2]

**When a classified employee is absent from duty because of a death in the immediate family, there shall be no deduction in salary for an absence of five (5) school days. The Board may extend the period of absence, at its discretion. Immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law, near relative who resides in the same household, or any person with whom the employee has made his/her home.**

**When a classified employee is absent from duty because of the death of a near relative, there shall be no deduction in salary for absence on the day of the funeral. The Board may extend the period of absence, at its discretion. Near relative shall be defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.**

Last Modified by Tammy Medellin on July 15, 2016



Book Policy Manual  
Section 300 Employees  
Title Vacation  
Number 337  
Status From PSBA  
Legal 1. 24 P.S. 510

**Authority**

Administrative **and classified staff** employed to work twelve (12) months or other schedules considered full-time shall be provided paid vacation.

**The Board shall provide vacation days for eligible employees, consistent with the employee's request and convenience while considering the district's management and operational needs.[1]**

Vacation **time shall be granted** in accordance with **applicable provisions of the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.**

Vacations normally **will** be scheduled at times when they will not interfere with the normal operation of the school.

All vacation schedules are subject to final approval by the Superintendent.

Last Modified by Tammy Medellin on July 15, 2016





Book	Policy Manual
Section	300 Employees
Title	Sabbatical Leave
Number	338
Status	From PSBA
Legal	<u>1. 24 P.S. 1166</u> <u>2. 24 P.S. 1167</u> <u>3. 24 P.S. 1171</u> <u>4. 24 P.S. 1168</u> <u>5. 24 P.S. 1170</u> <u>6. 24 P.S. 1169</u>

### **Authority**

This policy shall establish the district's parameters for granting sabbatical leaves for restoration of health **to certificated administrative and professional employees.**

The Board shall grant sabbatical leaves to **eligible administrative and** professional employees for the purpose of restoration of health **and for other purposes at the discretion of the Board.**<sup>[1]</sup>

The Board reserves the right to specify the conditions under which sabbatical leaves for restoration of health **or other purposes** may be taken, consistent with law.

### **Guidelines**

#### Eligibility

To **qualify** for sabbatical leave, an **eligible** employee shall have completed ten (10) years of satisfactory service in the public schools of the Commonwealth; at least five (5) consecutive years of such service shall be in this school district.<sup>[1]</sup>

A sabbatical leave may be taken for a half or full school term or for two (2) half school terms during a period of two (2) years, at the employee's option.<sup>[1]</sup>

**The total number of administrative employees on sabbatical leave at any one time shall not exceed ten percent (10%) of the number of eligible employees.** The total number of professional employees on sabbatical leave at any one time shall not exceed ten percent (10%) of the number of eligible employees.<sup>[2]</sup>

#### Application

Requests for sabbatical leave shall be submitted on the approved district form and forwarded with medical documentation to the Superintendent or designee as soon as possible.

The Board shall review each application for sabbatical leave and shall approve those meeting the requirements of **Board policy and applicable law.**

#### Documentation

Applicants for sabbatical leave shall submit with the application form a supporting medical statement and recommendation from his/her physician.

At both the approximate midpoint of the leave and at least thirty (30) days prior to the conclusion of the leave, a physician's statement shall be submitted to the Superintendent **or designee**, indicating the extent to which the purpose of the leave has been achieved and evaluating the health status of the employee relative to his/her ability to return to employment.[3]

The Board reserves the right to require at its own expense additional examinations and reports by physicians of its choice to determine **whether the leave is being used for the purpose for which it was granted.**[3]

#### Commitment of Employee

Acceptance of a sabbatical leave incurs a commitment by the employee to return to active duty in this district immediately following the sabbatical leave for one (1) full school **term**, unless **prevented by illness or physical disability.**[4]

The Board reserves the right to require at its own expense additional examinations and reports by physicians of its choice to determine the employee's ability to return to work.

Any person changing the actual use of the time for sabbatical leave without proper and official approval of the Board, will repay the Coatesville Area School District for the costs of all benefits and amount of half salary received. Such request for change of purpose of sabbatical leave must be in writing and not be submitted to the Superintendent any later than one (1) month from the start of the sabbatical leave period.

#### Commitment of Employer

At the expiration of the sabbatical leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[4]

Time on sabbatical leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[5]

#### Compensation

During the period of sabbatical leave, an employee shall be compensated at least one-half the salary to which s/he would have been entitled had the employee not taken leave.[6]

While on leave, the employee shall be entitled to insurance benefits provided other employees of a similar **classification**

Compensable employment may not be engaged in while the employee is on sabbatical leave.

#### Employment Outside of Sabbatical Leave

Employment, either new, part-time, or full-time during the sabbatical, will not be permitted unless directly related to the course of study approved and pursued during the sabbatical leave. This does not include stipends, graduate assistantships, or scholarship grants received while a full-time student, from college, university or foundation sources.

A person may maintain a pre-sabbatical part-time employment, but at the same time of the non-school work day hours and at the same number of work hours per week as established prior to the leave. A person on sabbatical leave may not work and earn income from an occupation during the normal school work day.

Part-time volunteer work during the normal school day may only be for nonprofit, nonpolitical institutions or organizations.

No person on sabbatical leave shall be permitted to be engaged in any self-employment, in activities of work or labor at one's own place of business or business affiliation during the normal school work hours for which half-pay sabbatical leave compensation has been granted.

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Compensated Professional Leaves
Number	338.1
Status	From PSBA
Legal	<u>1. 24 P.S. 1166.1</u> <u>2. 24 P.S. 522.2</u> <u>3. 24 P.S. 1166</u> <u>4. 24 P.S. 1167</u> <u>5. 24 P.S. 1171</u> <u>6. 24 P.S. 1168</u> <u>7. 24 P.S. 522.1</u> <u>8. 24 P.S. 1170</u> <u>9. 24 P.S. 1169</u>

### **Purpose**

**This policy shall establish the district's parameters for granting professional development and classroom occupational exchange leaves for certificated administrative and professional employees.**

### **Definitions**

**Professional Development Leave - shall be defined as a leave of absence granted for the purpose of improving professional competency or obtaining a professional certificate or commission. Such leave shall be directly related to an employee's professional responsibilities, as determined by the Board, and be restricted to activities required by state regulation or law.[1]**

**Classroom Occupational Exchange Leave - shall be defined as a leave of absence granted for the purpose of acquiring practical work experience in business, industry or government.[2]**

### **Authority**

**The Board shall have sole authority to adopt and enforce policy establishing the conditions for approval of a professional development leave for eligible employees. All requests for such leave shall be subject to review by the Board. The Board may approve or reject a proposed plan for professional development leave.[1]**

**The Board may grant a leave to eligible employees for classroom occupational exchange leave for the specified purpose.[2]**

### **Guidelines**

## **PROFESSIONAL DEVELOPMENT LEAVE**

### **Eligibility**

To qualify for professional development leave, an eligible employee shall have completed ten (10) years of satisfactory service in the public schools of the Commonwealth; at least five (5) consecutive years of such service shall be in this school district.[3]

A leave for professional development may be taken for a half or full school term or for two (2) half school terms during a period of two (2) years, at the employee's option.[3]

The total number of administrative employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees. The total number of professional employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees.[4]

### Application

Professional development leaves shall be granted only to employees participating in an academic program for the purpose of retaining a professional certificate or commission, further preparation and improvement in an area(s) of certification, additional certification, attaining other appropriate and identifiable educational positions within the school district, or as the Board may require, and upon the recommendation of the Superintendent.[1]

Requests for professional development leave shall be submitted on the district form and forwarded with a detailed plan to the Superintendent.

### Documentation

Applicants for professional development leave shall submit with the application form a detailed plan describing the professional development activities to be undertaken and a statement specifying the benefits of the leave to the employee and the school district. The plan shall provide sufficient information to permit the Board to adequately evaluate the request.[1]

The Board may at any time require additional information from the employee in order to assist the Board in determining whether the leave is being used for the purpose for which it was granted.[5]

The minimum requirements for leave for a half school term shall consist of any one or a combination of the following:[1]

1. Nine (9) graduate credits.
2. Twelve (12) undergraduate credits.
3. One hundred eighty (180) hours of professional development activities.

The minimum requirements for leave for a full school term shall consist of any one or a combination of the following:[1]

1. Eighteen (18) graduate credits.
2. Twenty-four (24) undergraduate credits.
3. Three hundred sixty (360) hours of professional development activities.

Applicants who propose to take graduate or undergraduate credits shall submit notification of acceptance and enrollment from an accredited institution of higher learning for study in courses approved by the Superintendent. The employee shall successfully complete the approved courses and receive passing grades. Upon return from professional development leave, the employee shall submit to the Superintendent within the first month an official

**transcript of all courses completed. Failure to receive passing grades or to submit required transcripts on time shall result in forfeiture of monies paid by the district.[1][5]**

**Applicants who propose to undertake professional development activities shall submit to the Board a detailed plan listing the specific activities. Upon return from professional development leave, the employee shall submit to the Superintendent within the first month a formal report describing the educational activities pursued and their benefits and relevancy. Failure to submit required reports on time shall result in forfeiture of monies paid by the district.[1][5]**

### **Commitment of Employee**

**Acceptance of professional development leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for one (1) full school term, unless prevented by illness or physical disability.[1][6]**

**Employees shall submit required reports on time or forfeit all compensation and benefits.**

Any person changing the actual use of the time for professional development leave without proper and official approval of the Board, will repay the Coatesville Area School District for the costs of all benefits and amount of half salary received. Such request for change of purpose of professional development leave must be in writing and not be submitted to the Superintendent any later than one (1) month from the start of the professional development leave period.

Sixty (60) day notice is required prior to the expected first day of the professional development leave.

### **Commitment of Employer**

**At the expiration of the professional development leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[6]**

**Time on professional development leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[7][8]**

### **Compensation**

**During the period of professional development leave, an employee shall be compensated at least one-half the salary to which s/he would have been entitled had the employee not taken leave.[9]**

**A leave of absence granted for professional development shall also serve as a leave of absence without pay from all other school activities.[3]**

### **Employment Outside of Professional Development Leave**

Employment, either new, part-time, or full-time during the professional development leave, will not be permitted unless directly related to the course of study approved and pursued during the professional development leave. This does not include stipends, graduate assistantships, or scholarship grants received while a full-time student, from college, university or foundation sources.

A person may maintain a pre-professional development leave part-time employment, but at the same time of the non-school work day hours and at the same number of work hours per week as established prior to the leave. A person on professional development leave may not work and earn income from an occupation during the normal school work day.

Part-time volunteer work during the normal school day may only be for nonprofit, nonpolitical institutions or organizations.

No person on professional development leave shall be permitted to be engaged in any self-employment, in activities of work or labor at one's own place of business or business affiliation during the normal school work hours for which half-pay professional development leave compensation has been granted.

## **CLASSROOM OCCUPATIONAL EXCHANGE LEAVE**

### **Application**

**Requests for classroom occupational exchange leave shall be submitted on the approved district form and forwarded with appropriate documentation to the Superintendent.**

### **Documentation**

**Applicants for classroom occupational exchange leave shall submit with the application form a statement from the employer agreeing to the terms and conditions of the leave, as specified in Board policy.**

**Upon return from such leave, the employee shall submit to the Board a final report detailing the work experience and its benefits.[2][1][5]**

### **Commitment of Employee**

**Acceptance of classroom occupational exchange leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for one (1) full school term, unless prevented by illness or physical disability.[6]**

### **Commitment of Employer**

**At the expiration of the classroom occupational exchange leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[6]**

**Time on classroom occupational exchange leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[2]**

### **Compensation**

**The business, industry or government to whom the employee is assigned during the leave shall fully compensate the school district for all salary, wages, pension and retirement contributions, and other benefits as if the employee were in full-time active service.[2]**

Last Modified by Tammy Medellin on July 15, 2016





Book	Policy Manual
Section	300 Employees
Title	Uncompensated Leave
Number	339
Status	From PSBA
Legal	<u>1. 24 P.S. 1154</u>

### **Authority**

The Board recognizes that in certain **situations** an **administrative, professional or classified** employee may **request** extended leave for personal reasons, and the district could benefit from the return of **the** employee. This policy establishes **parameters** for **granting** uncompensated leaves of absence.

The Board reserves the right to specify the conditions under which uncompensated leave may be taken. **All applications for uncompensated leave require approval by the Board, upon recommendation of the Superintendent.**<sup>[1]</sup>

Uncompensated leave **shall be granted in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.**

### **Guidelines**

#### **Application**

**Requests for uncompensated leave shall be made on the district form to the Superintendent.**

**Special consideration will be given to emergencies.**

#### **Period of Leave**

**An uncompensated leave may be granted for a period of one (1) semester or one (1) school year.**

**Extensions shall be considered upon proper application.**

#### **Commitment of Employee**

**The employee granted an uncompensated leave of absence shall inform the Board of his/her intentions within or prior to the scheduled return date.**

#### **Commitment of Employer**

**At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.**

**Time on uncompensated leave shall not count as time on the job, and fringe benefits shall not be provided unless the employee provides payment for benefits.**





Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare
Number	340
Status	From PSBA
Legal	<u>1, 24 P.S. 510</u>

### **Authority**

The Board adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and classified employees.[1]

District employees are responsible for the safety of students in their charge within school buildings and on district property.

Each employee shall maintain a standard of care and concern for supervision, control and protection of students, commensurate with assigned duties and responsibilities.

Each teacher must be in the classroom or assigned station, or ensure another staff member is present, when students are in the room or at the assigned station.

An employee should not voluntarily assume responsibility for duties s/he cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers shall provide proper instruction in the safety matters presented in assigned curriculum guides.

Each employee has the responsibility to report immediately to the principal an accident, safety hazard, unsafe condition, or dangerous situation.

Employees may not send students on any personal errands.

Employees may not transport students in a personal vehicle, except when specifically permitted.

Employees shall not require a student to perform work or 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.**

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Benefits for Part-Time Employees
Number	341
Status	From PSBA
Legal	<u>1. 24 Pa. C.S.A. 8301</u> <u>24 Pa. C.S.A. 8301 et seq</u>

### **Authority**

Benefits for regularly employed part-time **administrative, professional and classified employees** shall be determined in accordance with the **terms of an administrative compensation plan, individual contract, applicable collective bargaining agreement, or Board resolution.**

Whenever regularly employed, part-time **employees** are entitled to fringe benefits normally provided for full-time employees **of the same classification**, such benefits will be established at the time of employment, and the manner of proration determined at that time.

Part-time employees shall be included in the School Employees' Retirement System upon reaching either 500 hours or eighty (80) days of employment, in accordance with law.[1]

Where **conditions** of an insurance carrier or other similar provisions preclude coverage of persons who fail to meet the minimum hours criteria for coverage, part-time employees who fail to meet these criteria shall not be eligible for such benefits.

Last Modified by Tammy Medellin on July 15, 2016





Book	Policy Manual
Section	300 Employees
Title	Jury Duty
Number	342
Status	From PSBA
Legal	<u>1. 42 Pa. C.S.A. 4563</u>

### **Authority**

Regularly employed **administrative, professional and** classified employees shall be protected against loss of **employment** for time served on jury duty.[1]

### **Guidelines**

When an employee is notified of jury duty, s/he shall inform the immediate supervisor.

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

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Paid Holidays
Number	343
Status	From PSBA
Legal	<u>1. 24 P.S. 1502</u> <u>2. 24 P.S. 1503</u> 3. Pol. 803

### **Authority**

Paid holidays for regularly employed administrative and classified employees shall be determined in accordance with Board policy.

Holidays are established for eligible employees in accordance with the calendar adopted annually by the Board or an applicable administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.[1][2][3]

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Workers' Compensation Transitional Return-to-Work Program
Number	347
Status	From PSBA
Legal	<u>77 P.S. 1 et seq</u> <u>29 U.S.C. 2601 et seq</u> <u>42 U.S.C. 12101 et seq</u> <u>29 CFR Part 825</u> <u>45 CFR Part 160</u> <u>45 CFR Part 164</u>

### **Purpose**

**The purpose of a workers' compensation transitional return-to-work program is the safe, timely return of injured district employees to transitional or regular employment.**

### **Authority**

**In an effort to control workers' compensation costs, the Board adopts this policy to ensure that employees who have been injured at work and are covered by workers' compensation return to work as soon as possible, in accordance with Board policy and administrative regulations.**

**This policy shall apply only to an employee who meets all of the following conditions:**

- 1. Has been injured at work.**
- 2. Is disabled as defined under the state Workers' Compensation Act.**
- 3. Is capable of productive work.**
- 4. Cannot return to his/her pre-injury job for the district with or without reasonable accommodations as a result of his/her work injury.**
- 5. Is expected to be able to return to his/her pre-injury job within a definite period of time.**
- 6. Is being paid workers' compensation disability benefits.**

**An employee shall not be eligible for continuation in the transitional return-to-work program if one (1) of the following determinations is made:**

- 1. Employee cannot perform the assigned lighter duty work.**
- 2. Employee will be unable to return to his/her pre-injury occupation with or without reasonable accommodations within a reasonable period of time.**

**The work that shall be offered to an eligible employee shall be productive work that will advance the interests of the district.**

### **Delegation of Responsibility**

**The Superintendent or designee shall establish a transitional return-to-work program and develop administrative regulations to implement the Board policy.**

**The Superintendent or designee shall ensure that all district staff responsible for the transitional return-to-work program shall receive periodic training from legal counsel with expertise in the Family And Medical Leave Act, Americans With Disabilities Act, workers' compensation and labor relations. The training shall include information on the interaction of the transitional return-to-work program and applicable laws, contracts and collective bargaining agreements.**

**The Superintendent or designee shall determine if a lighter duty job will be offered to an eligible employee.**

**When the interactive process is going to be engaged in, the Superintendent or designee shall engage the solicitor or special labor counsel.**

### **Guidelines**

**The transitional return-to-work program and Board policy shall be implemented in a manner that does not conflict with applicable laws, contracts or collective bargaining agreements.**

**Nothing in this policy shall be construed as requiring that a lighter duty job be provided to an eligible employee or that the essential functions of any job be eliminated. Lighter duty jobs are intended as a transitional opportunity to assist an injured employee to return to his/her pre-injury occupation with or without reasonable accommodations.**





Book	Policy Manual
Section	300 Employees
Title	Unlawful Harassment
Number	348
Status	From PSBA
Legal	<u>1. 43 P.S. 951 et seq</u> <u>2. 20 U.S.C. 1681 et seq</u> <u>3. 42 U.S.C. 2000e et seq</u> <u>4. 42 U.S.C. 2000ff et seq</u> <u>5. 29 CFR 1606.8</u> <u>6. 29 CFR 1604.11</u> 7. Pol. 104 8. Pol. 317

### **Authority**

The Board strives to provide a safe, positive working climate for its **administrative, professional and classified** employees. Therefore, it shall be the policy of the district to maintain an employment environment in which harassment in any form is not tolerated.

The Board prohibits all forms of unlawful harassment of employees and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages employees and third parties who have been harassed to promptly report such incidents to the designated administrators.[1][2][3][4][5]

The Board directs that complaints of harassment shall be investigated promptly, and corrective action taken when allegations are substantiated.

Confidentiality respecting any complaint or complainant, the investigation, and the results or action taken as a result of the investigation or complaints shall be maintained and no information may be disclosed by any employee or official of the district related to the complaint, the complainant, the investigation, the facts surrounding the complaint, or the actions taken as a result of the complaints and investigation except: (1) as reasonably necessary to conduct the investigation or to end unlawful conduct; or (2) when anyone has a legal right or duty to make a disclosure. This provision is not to be construed to prohibit disclosure to the Superintendent, legal counsel, the Board or any other administrator or person as part of or necessary for the investigation or corrective action.

**No reprisals nor retaliation shall occur as a result of good faith charges of harassment.**

### **Definitions**

For purposes of this policy, **harassment** shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, **sex**, age, disability, sexual orientation, religion **or genetic information** when such conduct:[4][5]

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to perform job functions or creates an intimidating, threatening or abusive work environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance.

3. Otherwise adversely affects an individual's employment opportunities.

For purposes of this policy, **sexual harassment** shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:[6]

1. Acceptance of such conduct is made, explicitly or implicitly, a term or condition of an individual's continued employment.
2. Submission to or rejection of such conduct is the basis for employment decisions affecting the individual.
3. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the employee's job performance or creating an intimidating, hostile or offensive working environment.

Examples of conduct that may constitute sexual harassment include but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with an employee's ability to work or creates an intimidating, hostile or offensive working environment.

### **Delegation of Responsibility**

In order to maintain a work environment that discourages and prohibits unlawful harassment, the Board designates: Assistant Business Manager, Coatesville Area School District, 3030 C.G. Zinn Road, Thorndale, PA 19372, (610)-466-2400, as the district's Compliance Officer.[7]

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to **students**, parents/**guardians**, employees, **independent contractors**, **vendors**, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

The Compliance Officer is responsible to monitor the practices, policies, and procedures of the district to ensure that there is no unlawful harassment, intimidation or unlawful retaliation.

The Compliance Officer may be assisted in these duties by forming a district committee of appropriate representatives.

The Compliance Officer shall inform the Board and Superintendent of any lack of compliance with this policy within the district. If the complaint is against the Superintendent, only the Board shall be informed.

The **administration** shall be responsible to **provide training for students and district employees regarding unlawful harassment.**

**Each employee shall be responsible to maintain a working environment free from all forms of unlawful harassment.**

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of unlawful harassment:

1. Inform the employee or third party of the right to file a complaint and the complaint procedure.
2. Notify the complainant and the accused of the progress at appropriate stages of the procedure.

3. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

## **Guidelines**

### Complaint Procedure – Employee/Third Party

#### **Step 1 – Reporting**

An employee or third party who believes s/he has been **subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal.**

If the building principal is the subject of a complaint, the employee or third party **shall report the incident** directly to the Compliance Officer. If the complaint is against the Superintendent, the Compliance Officer will notify the Board and the Solicitor.

The complainant is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable. If the complainant or reporting employee chooses to report orally, the receiving administrator will complete the form.

Upon witnessing or receiving a complaint of unlawful harassment or intimidation, or unlawful retaliation, the principal, assistant principal, Solicitor or any other employee, shall notify the Compliance Officer immediately.

#### **Step 2 – Investigation**

Upon **receiving** a complaint of unlawful harassment, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation. The Compliance Officer may utilize the services of the Solicitor or other legal counsel authorized by the Board in order to investigate the complaint and may direct the principal or assistant principal to conduct the investigation. The investigation shall consist of such investigative techniques as will ensure a prompt and thorough investigation.

**The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.**

If the investigation results in a determination that the conduct being investigated may involve a violation of criminal law, the Compliance Officer shall inform the appropriate law enforcement authorities about the incident(s).

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

#### **Step 3 – Investigative Report**

The building principal shall **prepare and submit** a written report to the Compliance Officer **within fifteen (15) days, unless additional time to complete the investigation is required.** The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

**The complainant and the accused shall be informed of the outcome of the investigation, including the recommended disposition of the complaint.**

#### **Step 4 – District Action**

If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. **District staff shall document the corrective action taken and, when not prohibited by law, inform the complainant.**

Disciplinary actions shall be **consistent with** Board policies, administrative **regulations and procedures**, applicable collective bargaining agreements, and state and federal laws.

**If it is concluded that an employee has knowingly made a false complaint under this policy, such employee shall be subject to disciplinary action.[8]**

#### Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of the policy or with the recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days.
2. The Compliance Officer shall review the investigation and the investigative report and may also conduct a **reasonable** investigation.
3. The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. **Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.**

348-Attach.doc (27 KB)

Last Modified by Tammy Medellin on July 15, 2016



Book	Policy Manual
Section	300 Employees
Title	Drug and Substance Abuse
Number	351
Status	From PSBA
Legal	<u>1. 35 P.S. 780-101 et seq</u> <u>2. 41 U.S.C. 8101</u> <u>3. 24 P.S. 111</u> <u>4. 41 U.S.C. 8103</u> <u>5. 24 P.S. 527</u> <u>6. 41 U.S.C. 8104</u> <u>7. 24 P.S. 1302.1-A</u> <u>8. 24 P.S. 1303-A</u> <u>9. 22 PA Code 10.2</u> <u>10. 22 PA Code 10.21</u> <u>11. 35 P.S. 780-102</u> 12. Pol. 805.1 <u>41 U.S.C. 8101 et seq</u> Pol. 317

### Purpose

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

The primary purpose and justification for any **district** action will be for the protection of the health, safety and welfare of students, staff and school property.

### Definitions

**Drugs** - shall be defined as those outlined in the Controlled Substance, Drug, Device and Cosmetic Act.[1]

**Conviction** - a finding of guilt, including a plea of nolo contendere, **an** imposition of sentence, or both by any judicial body charged with the responsibility to determine violations of the federal **or state** criminal drug statutes.[2]

**Criminal Drug Statute** - a federal or **state** criminal statute involving the manufacture, distribution, dispensation, use or possession of a controlled substance.[2]

**Drug-free Workplace** - the site for the performance of work at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance.[2]

### Authority

**The Board requires that each administrative, professional and classified employee be given notification that, as a condition of employment, the employee will abide by the terms of this policy and notify the district of any criminal drug statute conviction for a violation occurring in the workplace immediately, but no later than seventy-two (72) hours, after such conviction.**[3][4]

**Any employee convicted of delivery of a controlled substance or convicted of possession of a controlled substance with the intent to deliver shall be terminated from his/her employment with the district.**[5][1]

### **Delegation of Responsibility**

A statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the employee's workplace shall be provided by the Personnel Director and shall specify the actions that will be taken against the employee for violation of this policy, up to and including termination and referral for prosecution.[4][6]

**Within ten (10) days after receiving notice of the conviction of a district employee, the district shall notify any federal agency or department that is the grantor of funds to the district.**[4]

The district shall take appropriate personnel action within thirty (30) days of receiving notice **against** any convicted employee, up to and including termination, **or** require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency.[4][6]

In establishing a drug-free awareness program, the Personnel Director shall inform employees about:  
[4]

1. Dangers of drug abuse in the workplace.
2. Board's policy of maintaining a drug-free workplace.
3. Availability of drug counseling, drug rehabilitation, and employee assistance programs.
4. Penalties that may be imposed for drug abuse violations occurring in the workplace.

The district shall make a good faith effort to continue to maintain a drug-free workplace through implementation of this policy.[4]

### **Guidelines**

**The Superintendent or designee shall immediately report incidents involving the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act by any employee while 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.**[7][8][9][10][11][12]

**In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances or drug paraphernalia to the Office for Safe Schools on the required form.**[8][12]

*Coatesville Area School District  
Operations Committee*



Members

Brenda Geist, Chair  
Laurie Knecht  
Dean Snyder

January 10, 2017



# Operations Committee Agenda

Coatesville Area Senior High School Auditorium

January 10, 2017 - 6:00 PM

(4<sup>th</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Brenda Geist  
**BOARD MEMBERS:** Laurie Knecht and Dean Snyder  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the November 8, 2016 Operations Committee meeting minutes. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## AGENDA ITEMS

- A. Request to Waive Fees – Coatesville Youth Initiative – C. A. S. H.  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$1,344.00 for the MLK Day of Service on January 16, 2016, as presented. (*Confidential Enclosure*)
- B. Request to Waive Fees – Art Partners – Reeceville and King’s Highway Elementary Schools  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees from Art Partners Studio, as presented. (*Confidential Enclosure*)

## INFORMATIONAL ITEM(S)

- Master Facilities Planning
- Food Service Reimbursement/Participation Report for the month ending 12/31/2016. (*Enclosure*)

## OLD BUSINESS

## NEW BUSINESS

## PUBLIC COMMENT

## ADJOURNMENT \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

# *Operations Committee*

## *Minutes to Approve*

# Operations Committee Minutes

Coatesville Area Senior High School Auditorium

**November 8, 2016 - 6:00 PM**

*(1<sup>st</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Dean Snyder (*Substitute Chair*)  
Brenda Geist (*absent*)

**BOARD MEMBERS:** Laurie Knecht

**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire

**CALL TO ORDER:** \_\_\_\_\_

**APPROVAL of MINUTES** (*Approval of the Minutes was deferred until the next Committee Meeting.*)

Approval of the October 11, 2016 Operations Committee meeting minutes. (*Enclosure*)

Motion to Table:

Motion: Laurie Knecht                      Second: Dean Snyder

## **AGENDA ITEMS**

**A. Perrotto Builders Ltd. - Change Order No. 01-004 - 9/10 Center (C.A.I.H.S.)**

**RECOMMENDED MOTION:** That the Board of School Directors approve Perrotto Builders Ltd. Change Order Number 01-004 for the installation of a steel lintel for the window in the nurse's suite, in the amount of \$986.22. (*Confidential Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 2-0

**B. Perrotto Builders Ltd. Change Order No. 01-005 - 9/10 Center (C.A.I.H.S.)**

**RECOMMENDED MOTION:** That the Board of School Directors approve Perrotto Builders Ltd. Change Order Number 01-005 for the installation and painting of three (3) spring loaded metal access panels to replace metal covers of where the current clocks were and to reverse door swing on the mechanical room V-102, in the amount of \$4,947.01. (*Confidential Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 2-0

**C. Apex Elevator Inspection and Testing**

**RECOMMENDED MOTION:** That the Board of School Directors approve Apex Elevator Inspections and Testing at the proposed rates as required by the State of Pennsylvania Bureau of Occupational and Industrial Safety Elevator Division. (*Confidential Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 2-0

**D. Request to Waive Fees – Chester Cty. Transportation Assn. Bus Safety Competition at CASH**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Request to Waive Fees in the amount of \$2,009.00 from the Chester County Transportation Association for the Use of Facilities at the Coatesville Area Senior High School for their Annual School Bus Safety Competition on April 29, 2017. (*Confidential Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 2-0

- E. Request to Waive Fees – Back to School Event @ Scott Middle School – C’ville Youth Initiative**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Request to Waive Fees in the amount of \$1,770.00 from the Coatesville Youth Initiative for the Use of Facilities at Scott Middle School on August 3<sup>rd</sup> & 4<sup>th</sup>, 2017, as presented. (*Confidential Enclosure*)

Motion: Laurie Knecht

Second: Dean Snyder

Vote: 2-0

- F. Amendment the Coatesville Kid Raiders Football League’s Request to Waive Fees**  
**RECOMMENDED MOTION:** That the Board of School Directors amend the August 9, 2016 motion to include the Use of Facilities at Scott Field, as presented. (*Confidential Enclosure*)

Motion: Laurie Knecht

Second: Dean Snyder

Vote: 2-0

- G. GCA Education Services, Inc. - Contract**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with GCA Education Services, Inc. for Facilities Management and one (1) Licensed Electrician, one (1) Licensed HVAC Technician, one (1) Licensed Plumber, one (1) Boiler Technician, and two (2) General Maintenance Technicians, in the amount of \$776,826.00, pending review of General Counsel. (*Confidential Enclosure*)

Motion: Laurie Knecht

Second: Dean Snyder

Vote: 2-0

#### **INFORMATIONAL ITEM(S)**

- Presentation on Feasibility Study & Facilities Management Assessment by The Schrader Group (*Enclosure*)
- Summary of Benner Building Operational Costs as of 6/30/2016 (*Enclosure*)
- Food Service Reimbursement/Participation Report for the month ending 10/31/2016 (*Enclosure*)

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### **PUBLIC COMMENT**

**ADJOURNMENT** This meeting adjourned at 7:28 p.m.

*Respectfully submitted by Karen Jackson*

*Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.*

*Operations Committee*

*Food Services Report*

