

*Coatesville Area School District  
Education Committee*



Members

Deborah Thompson, Chair  
James Hills  
Ann Wuertz

May 9, 2017

# Education Committee Agenda

Coatesville Area Senior High School Auditorium

May 9, 2017 - 6:00 PM

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

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

## APPROVAL of MINUTES

Approval of the April 11, 2017 Education Committee meeting minutes. (*Enclosure*)

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

## AGENDA ITEMS

- A. **Request to Attend Title I State Parent Conference**  
**RECOMMENDED MOTION:** That the Board of School Directors approve student 10013216 family's attendance to the Title I State Parent Conference in Champion, Pennsylvania on July 10-12, 2017, at a cost of \$1,130 to be paid with Title I Parent Involvement funds. (*Confidential Enclosure*)
- B. **Student Adjudication – ID 10012708**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10012708, as presented.
- C. **Student Adjudication – ID 10001161**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10001161, as presented.
- D. **Student Adjudication – ID 10010660**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10010660, as presented.
- E. **Student Adjudication – ID 10002227**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10002227, as presented.
- F. **Student Adjudication – ID 10013305**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10013305, as presented.
- G. **Valley Forge Educational Services Contract for 2016-2017**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the extended school year contracts with Valley Forge Educational Services for the following students:  
(*Confidential Enclosure*)

10008667

10002249

60000563

- H. The Devereux Foundation – Student Contract 10002554**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for student 10002554, as presented. (*Confidential Enclosure*)
- I. The Devereux Foundation – Student Contract 10004835**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for student 10004835, as presented. (*Confidential Enclosure*)
- J. The Devereux Foundation – Student Contract 10006034**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for student 10006034, as presented. (*Confidential Enclosure*)
- K. Lindamood-Bell for Instructional Services Contract - Student 60000652**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Instructional Services contract with Lindamood-Bell Learning Processes for the student 60000652, as presented. (*Confidential Enclosure*)
- L. Professional Services / Independent Contractor Contract - Lori Vanderbilt**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Independent Contractor contract for professional services with Lori Vanderbilt (Wilson Tutor), as presented. (*Confidential Enclosure*)
- M. Professional Services / Independent Contractor Contract - Christopher Roberts**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Independent Contractor contract for professional services with Christopher Roberts (Wilson Tutor), as presented. (*Confidential Enclosure*)
- N. Professional Services / Independent Contractor Contract - Fred Strong, LLC**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Independent Contractor contract for professional services with Fred Strong, LLC (Wilson Tutor), as presented. (*Confidential Enclosure*)

**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*





**K. 2017-2018 Student Handbooks**

**RECOMMENDED MOTION:** That the Board of School Directors approve the student handbooks for the 2017-2018 school year, as presented. (*Enclosure*)

Motion: Brenda Geist

Second: James Hills

Vote: 3-0

**L. Student Adjudication for 10001205**

**RECOMMENDED MOTION:** That the Board of School Directors approve the student adjudication 10001205, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Brenda Geist

Vote: 3-0

**M. Student Adjudication for 90001417**

**RECOMMENDED MOTION:** That the Board of School Directors approve the student adjudication 90001417, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Brenda Geist

Vote: 3-0

**INFORMATIONAL ITEM(S)**

- Summer School Update
- CPM Teacher Trainers
- Grading Scale/Assessment Proposal

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** This meeting adjourned at 7:31 p.m.

*Respectfully submitted, Karen Jackson*

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

*Coatesville Area School District  
Policy Committee*



**Members**

Ann Wuertz, Chair  
Bashera Grove  
Tom Siedenbuehl

May 9, 2017



# Policy Committee Agenda

Coatesville Area Senior High School Auditorium

May 9, 2017 - 6:00 PM

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

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

## APPROVAL of MINUTES

Approval of the April 11, 2017 Policy Committee meeting minutes. (*Enclosure*)

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

## AGENDA ITEMS – 600

- A. Policy 601 – Fiscal Objectives – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 601.
- B. Policy 602 – Budget Planning – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 602.
- C. Policy 603 – Budget Preparation – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 603.
- D. Policy 604 – Budget Adoption – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 604.
- E. Policy 605 – Tax Levy – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 605.
- F. Policy 606 – Tax Collection – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 606.
- G. Policy 607 – Tuition Income – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 607.

- H. Policy 608 – Bank Accounts – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 608.
- I. Policy 609 – Investment of District Funds – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 609.
- J. Policy 610 – Purchase Subject to Bid/Quotation – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 610.
- K. Policy 611 – Purchases Budgeted – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 611.
- L. Policy 612 – Purchases Not Budgeted – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 612.
- M. Policy 613 – Cooperative Purchasing – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 613.
- N. Policy 614 – Payroll Authorization – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 614.
- O. Policy 615 – Payroll Deductions – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 615.
- P. Policy 616 – Payment of Bills – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 616, with revisions.
- Q. Policy 617 – Petty Cash – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 617.
- R. Policy 618 – Student Activity Funds – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 618.

- S. **Policy 619 – District Audit – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 619.
- T. **Policy 620 – Fund Balance – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 620.
- U. **Policy 621 – Local Taxpayer Bill of Rights – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 621.
- V. **Policy 622 – GASB Statement 34 – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 622, with revisions.
- W. **Policy 624 - Taxable Fringe Benefits – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 624.
- X. **Policy 625 – Procurement Cards – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 625.
- Y. **Policy 626 – Federal Fiscal Compliance – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 626.
- Z. **Policy 626.1 – Travel Reimbursement – Federal Programs – 30 Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 626.1.

**AGENDA ITEMS – 700**

- A. **Policy 701 – Facilities Planning – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 701.
- B. **Policy 702 – Gifts, Grants, Donations – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 702.
- C. **Policy 703 – Sanitary Management – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 703.

- D. Policy 704 – Maintenance – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 704.
- E. Policy 705 – Safety – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 705.
- F. Policy 705.1 – School District Policy Authorized to Carry Weapons – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 705.1.
- G. Policy 706 – Property Records – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 706.
- H. Policy 707 – Use of School Facilities – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 707.
- I. Policy 708 – Lending of Equipment and Books – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 708.
- J. Policy 709 – Building Security – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 709.
- K. Policy 710 – Use of Facilities by Staff – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 710.
- L. Policy 713 – Buildings and Grounds Management – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 713.
- M. Policy 716 – Integrated Pest Management – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 716, with revisions.
- N. Policy 717 – Cellular Phones – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 717.

- O. **Policy 718 – Service Animals in Schools – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 718.

**AGENDA ITEMS – 800**

- A. **Policy 800 – Records Management – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 800.
- B. **Policy 801 – Public Records – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 801.
- C. **Policy 802 – School Organization – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 802.
- D. **Policy 803 – School Calendar – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 803.
- E. **Policy 804 – School Day – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 804.
- F. **Policy 805 – Emergency Preparedness – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 805.
- G. **Policy 805.1 – Relations with Law Enforcement Agencies – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 805.1.
- H. **Policy 806 – Child Abuse – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 806.
- I. **Policy 807 – Opening Exercises/Flag Displays – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 807.
- J. **Policy 808 – Food Services – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 808.

- K. Policy 810.1 – Drug/Alcohol Testing – Covered Drivers – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 810.1.
- L. Policy 810.2 – Transportation – Video/Audio Recording – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 810.2.
- M. Policy 811 – Bonding – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 811.
- N. Policy 812 – Property Insurance – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 812.
- O. Policy 813 – Other Insurance – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 813.
- P. Policy 814 – Copyright Material – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 814.
- Q. Policy 815 – Acceptable Use of Internet, Computers and Network Resources – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 815.
- R. Policy 818 – Contracted Services – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 818.
- S. Policy 819 – Suicide Awareness, Prevention and Response – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 819.
- T. Policy 822 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR) – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 822.
- U. Policy 823 – Naloxone – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 823.

- V. **Policy 824 – Maintaining Professional Adult/Student Boundaries – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 824.
  
- W. **Policy 827 – Conflict of Interest – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 827.
  
- X. **Policy 828 – Fraud – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 828.
  
- Y. **Policy 830 – Breach of Computerized Personal Information – 1st Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 830.

**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*  
**April 11, 2017 - 6:00 PM**  
*(3<sup>rd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Ann Wuertz  
**BOARD MEMBERS:** Bashera Grove (*Absent*) and Tom Siedenbuehl  
Dean Snyder (*Substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 8:00 p.m.

**APPROVAL of MINUTES**

Approval of the March 15, 2017 Policy Committee meeting minutes. (*Enclosure*)

Motion: Dean Snyder                      Second: Tom Siedenbuehl                      Vote: 3-0

**AGENDA ITEMS**

**Consent Agenda**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Consent Agenda items:

*Items to be removed from Consent Agenda:*

JJ. Policy 338  
KK. Policy 338.1  
LL. Policy 339  
MM. Policy 340

Motion: Dean Snyder                      Second: Tom Siedenbuehl                      Vote: 3-0

- A. **Policy 301 – Creating A Position – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 301.
- B. **Policy 302 – Employment of Superintendent/Assistant Superintendent – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 302.
- C. **Policy 303.1 – Nepotism/Cronyism – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 303.1.
- D. **Policy 304 – Employment of District Staff – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 304.
- E. **Policy 305 – Employment of Substitutes – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 305.
- F. **Policy 306 – Employment of Summer School Staff – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 306.

- G. Policy 307 – Student Teachers/Interns – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 307.
- H. Policy 308 – Employment Contract/Board Resolution – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 308.
- I. Policy 309 – Assignment and Transfer – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 309.
- J. Policy 309.1 – Resignation Acceptance of Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 309.1.
- K. Policy 311 – Suspensions/Furloughs – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 311.
- L. Policy 312 – Performance Assessment of Superintendent/Assistant Superintendent – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 312.
- M. Policy 313 – Evaluation of Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 313.
- N. Policy 314 – Physical Examination – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 314.
- O. Policy 314.1 – HIV Infection – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 314.1.
- P. Policy 317 – Conduct/Disciplinary Procedures – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 317.
- Q. Policy 317.1 – Educator Misconduct – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 317.1.
- R. Policy 318 – Penalties for Tardiness – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 318.
- S. Policy 319 – Outside Activities – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 319.
- T. Policy 320 – Freedom of Speech in Non-School Settings – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 320.
- U. Policy 321 – Political Activities – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 321.
- V. Policy 322 – Gifts – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 322.

- W. **Policy 323 – Tobacco – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 323.
- X. **Policy 324 – Personnel Files – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 324.
- Y. **Policy 325 – Dress and Grooming – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 325.
- Z. **Policy 326 – Complaint Process -Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 326.
- AA. **Policy 328 – Compensation Plans/Salary Schedules – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 328.
- BB. **Policy 330 – Overtime – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 330.
- CC. **Policy 331 – Job Related Expenses – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 331.
- DD. **Policy 332 – Working Periods – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 332.
- EE. **Policy 333 – Professional Development – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 333.
- FF. **Policy 334 – Sick Leave – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 334.
- GG. **Policy 335 – Family and Medical Leaves – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 335.
- HH. **Policy 336 – Personal Necessity Leave – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 336.
- II. **Policy 337 – Vacation – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 337.
- JJ. **Policy 338 – Sabbatical Leave – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 338, as presented.
- KK. **Policy 338.1 – Compensated Professional Leaves – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the adoption of Policy 338.1.



- XX. Policy 605 – Tax Levy – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 605.
- YY. Policy 606 – Tax Collection – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 606.
- ZZ. Policy 607 – Tuition Income – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 607.
- AAA. Policy 608 – Bank Accounts – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 608.
- BBB. Policy 609 – Investment of District Funds – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 609.
- CCC. Policy 610 – Purchase Subject to Bid/Quotation – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 610.
- DDD. Policy 611 – Purchases Budgeted – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 611.
- EEE. Policy 612 – Purchases Not Budgeted – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 612.
- FFF. Policy 613 – Cooperative Purchasing – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 613.
- GGG. Policy 614 – Payroll Authorization – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 614.
- HHH. Policy 615 – Payroll Deductions – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 615.

- III. Policy 616 – Payment of Bills – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 616, with revisions.
- JJJ. Policy 617 – Petty Cash – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 617.
- KKK. Policy 618 – Student Activity Funds – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 618.
- LLL. Policy 619 – District Audit – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 619.
- MMM. Policy 620 – Fund Balance – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 620.
- NNN. Policy 621 – Local Taxpayer Bill of Rights – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 621.
- OOO. Policy 622 – GASB Statement 34 – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 622, with revisions.
- PPP. Policy 624 - Taxable Fringe Benefits – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 624.
- QQQ. Policy 625 – Procurement Cards – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 625.
- RRR. Policy 626 – Federal Fiscal Compliance – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 626.
- SSS. Policy 626.1 – Travel Reimbursement – Federal Programs – 2nd Reading**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the second reading of Policy 626.1.

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

Tom Siedenbueh would like the Board to establish a legislation committee.

**PUBLIC COMMENT**

1) Amelia Mills – Legislative Committee

**ADJOURNMENT** This meeting adjourned at 8:04 p.m.

*Respectfully submitted, 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*

*700 Series - 1<sup>st</sup> Reading*



Book Policy Manual  
 Section 700 Property  
 Title Facilities Planning  
 Number 701  
 Status From PSBA  
 Legal 1. 24 P.S. 1351  
2. 24 P.S. 701  
 3. Pol. 103  
 4. Pol. 103.1  
 5. Pol. 104  
24 P.S. 501  
24 P.S. 502  
24 P.S. 503  
24 P.S. 504  
24 P.S. 701.1  
24 P.S. 702  
24 P.S. 703  
24 P.S. 703.1  
24 P.S. 704  
24 P.S. 706  
24 P.S. 731  
24 P.S. 731.1  
24 P.S. 733  
24 P.S. 736-741  
24 P.S. 1601-C et seq  
22 PA Code 21.1 et seq  
22 PA Code 349.1 et seq  
25 PA Code 171.1 et seq  
 Pol. 100  
 Pol. 122  
 Pol. 123

### Authority

**The Board shall engage in short-term and long-term facilities planning in order to meet the ongoing needs of the district's educational programs and operations.** Involvement of the Board, staff, community, businesses and parents/guardians is an important part of this process.

The Board shall **continuously or annually** conduct a census of all children from birth to eighteen (18) years living in the district. The Board **shall employ** as many enumerators or attendance officers as necessary.[1]

## Delegation of Responsibility

In order to inform the Board of the **district's** future needs, the Superintendent **or designee** shall:

1. **Prepare a written description of existing physical facilities.**
2. Annually report to the Board **on enrollment projections.**
3. Report to the Board on the enrollment by grades during the school year.
4. Estimate each spring the number of students who will be enrolled in the district's schools in September of the year for which the estimate is made.
5. Prepare student population projections and compare the actual population figures to the previously projected figures to detect early any changes in population trends.

## Guidelines

Information gathered in the census shall include for each child the name and address of the parents/guardians; name and location of the school in which the child could be or is **enrolled or belongs**; name and address of any employer of a child under eighteen (18); child's name, date of birth, age, sex, nationality, and address; and other information the Board may **legally request to assist in the efficient and equitable operation of the district.**[1]

**When** planning **to** enlarge or modify its facilities, the Board shall consider not only the number of **students** whose educational needs must be met, but also the physical requirements of the programs it deems best suited to meet those needs.[2]

Each school building and site shall provide suitable accommodations to carry out the educational program, including provision for the handicapped/**disabled**, pursuant to law and regulations.[3][4][5]

Last Modified by Tammy Medellin on December 8, 2016

Book Policy Manual  
Section 700 Property  
Title Gifts, Grants, Donations  
Number 702  
Status From PSBA  
Legal 1. 24 P.S. 216  
2. 24 P.S. 703  
3. Pol. 706

### **Purpose**

The Board recognizes that individuals, **businesses and community** organizations may wish to contribute supplies **and** equipment to enhance or extend the programs **in the schools**.

### **Authority**

The Board has the authority to accept gifts and donations made to the school district or to any district school.[1]

The Board reserves the right to refuse to accept any gift that does not contribute to achievement of district goals or **when such** ownership would adversely affect the district.[1]

Any gift accepted by the Board or its designee shall become district property, may not be returned without Board approval, and is subject to the same controls and regulations as are other district properties.[1][2]

The Board shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

The Board shall make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interests of the **district's** educational program.

In no case shall acceptance of a gift be considered an endorsement by the Board of a commercial product, business enterprise, or institution of learning.

**All gifts shall be recorded in the appropriate inventory listing and property records.**[1][3]

**The Superintendent shall publicly report to the Board all gifts to the district accepted on behalf of the Board.**

### **Delegation of Responsibility**

**The Superintendent or designee shall:**

- 1. Provide potential donors with applicable administrative regulations.**
- 2. Encourage individuals and organizations considering a donation to consult with the Superintendent before appropriating funds.**
- 3. Acknowledge the receipt and value of any gift accepted by the school district.**

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Sanitary Management
Number	703
Status	From PSBA
Legal	<u>1. 24 P.S. 701</u> <u>25 PA Code 171.1 et seq</u>

### Purpose

The Board recognizes that **safeguarding** the health and physical well-being of **district** students **and staff** depends upon the cleanliness and **proper** sanitary conditions of the school **buildings and grounds**.

### Authority

The Board directs that a program of sanitary management **shall be maintained** in **all district buildings and facilities** and explained periodically to staff members.[1]

The Board directs that standards be maintained **to** meet requirements set forth by the Pennsylvania Department of Health, Department of Labor & Industry, and any local agency **that** has jurisdiction.

### Delegation of Responsibility

**All district facilities shall be inspected regularly for cleanliness and proper sanitation by the Superintendent or designee.**

The Superintendent **or designee** shall develop and supervise a program for the cleanliness and sanitary management of school buildings **and facilities**, school grounds and school equipment pursuant to **law**, State Board regulations **and requirements** of the local and state Boards of Health and the Department of Labor & Industry.

Cleanliness of each school building shall be the responsibility of the building principal.

Teachers shall be responsible for the condition of their classrooms.

**Principals shall inspect facilities at least once per month, and report to the Superintendent or designee any conditions that may threaten the comfort, health or safety of occupants.**

Last Modified by Tammy Medellin on December 8, 2016

Book Policy Manual  
Section 700 Property  
Title Maintenance  
Number 704  
Status From PSBA  
Legal 1. 24 P.S. 701  
2. 24 P.S. 772  
25 PA Code 171.1 et seq

### **Purpose**

Adequate maintenance of buildings, property and **equipment** is essential to **fiscal responsibility and** efficient management of district **facilities**.

### **Authority**

The Board directs that a continuous program of inspection and maintenance of all **district** buildings, **property and equipment be established and implemented**. Wherever possible, maintenance shall be preventive. [1][2]

### **Delegation of Responsibility**

The Superintendent **or designee** shall develop and **supervise** a maintenance program which shall include:

1. Regular program of **maintenance**, repair and **improvement of buildings and facilities**.
2. Critical spare parts inventory.
3. **Equipment replacement program**.
4. Long-range plans for building modernization and conditioning.

**Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.**

The Superintendent shall **report annually to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis**.

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Safety
Number	705
Status	From PSBA
Legal	<u>1. 24 P.S. 1518</u> <u>2. 24 P.S. 1517</u> 3. Pol. 805 <u>4. 24 P.S. 223</u> <u>5. 34 PA Code 129.1001 et seq</u> <u>6. 72 P.S. 1722-J</u> <u>7. 77 P.S. 1038.2</u> <u>24 P.S. 510</u>

### Purpose

The Board **recognizes** that **district facilities must** be maintained and operated in a condition **that is safe for students, staff and visitors.**

### Authority

The Board directs that a **district-wide safety program** shall be **maintained to ensure a safe and secure environment for all students, staff and visitors as well as to protect district buildings, equipment and property.** The **safety program** shall provide: instruction for students and staff in safety and accident prevention; protective devices where they are required for safety; and suitable and safe equipment necessary for the conduct of the educational programs and operation of the schools.

### Delegation of Responsibility

The Superintendent **or designee** shall **develop and present to the Board for its approval a school safety plan that addresses** school safety **issues** and prevention of accidents and fire **and** includes applicable requirements of **law** and regulations.

The Superintendent **or designee** shall:

1. **Ensure curriculum to instruct students in safety and fire prevention.**[1]
2. **Provide required drills and instruct students in safety procedures.**[2][1][3]
3. Review **and evaluate** annually **district safety rules and plans.**

**Administrators shall inform all staff and students of safety rules at the beginning of the school year.**

### Guidelines

#### Certified Workplace Safety Committee

**A workplace safety committee shall be established to promote the district's goals concerning safe schools.**[4][5][6][7]

**The workplace safety committee shall be composed of a minimum of four (4) members, including two (2) district administrators and two (2) employee representatives.**

**If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The district administrators shall not constitute a majority of the workplace safety committee.**

**It shall be the responsibility of the workplace safety committee to:**

- 1. Evaluate the current safety program.**
- 2. Establish procedures for conducting and documenting the findings of periodic inspections to locate and identify safety and health hazards.**
- 3. Make recommendations to correct hazards.**
- 4. Review, in a timely manner, incident and accident report and investigation forms.**
- 5. Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures.**

**A quorum of the workplace safety committee members shall meet at least once a month.**

**The workplace safety committee shall develop and maintain operating procedures, membership lists, committee meeting agendas, attendance lists and minutes of each meeting.**

**All decisions of the committee shall be made by majority vote of members present.**

**The Superintendent or designee shall ensure that a qualified trainer provides all committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.**

**The Superintendent or designee shall maintain written records of workplace safety committee training.**

Last Modified by Tammy Medellin on December 8, 2016



Book Policy Manual  
Section 700 Property  
Title School District Police Authorized to Carry Weapons  
Number 705.1  
Status From PSBA  
Legal 1. 24 P.S. 510.1  
2. 24 P.S. 778  
3. 53 Pa. C.S.A. 2161 et seq

### **Purpose**

The Board recognizes that it must preserve a safe school environment for students, staff, visitors, and persons or entities that utilize school district facilities. Thus, each school district police officer (SPO), who is properly certified in accordance with the laws of the Commonwealth of Pennsylvania, may possess weaponry on their person upon approval of the Board. Further, common law and the criminal laws of the Commonwealth of Pennsylvania are declared in full force and effect within the areas of control and jurisdiction within the school district. Therefore, the following rules and regulations shall be in effect for those SPO's who are authorized and approved to carry weapons.

### **Authority**

The Board authorizes the School District Police Officers (SPO's) who are properly certified in accordance with the laws of the Commonwealth of Pennsylvania and are approved by the Board to possess particular weaponry on their person while exercising their duties. SPO's are empowered to enforce the policies, rules and regulations promulgated by the Board to enforce good order in the school buildings, on school buses, and on school grounds. SPO's are also empowered to exercise the same powers as exercised under the authority of law or ordinance by the police of the municipality in which the CASD School Buildings and district is located.[1][2][3]

The Superintendent or designee shall assume the responsibility for ensuring compliance with the laws of the Commonwealth of Pennsylvania and this policy, related policies, and established guidelines or administrative regulations.

### **Guidelines**

#### **Firearms**

*Storage* - In the event that there is a need to store a school district authorized firearm on school premises, any such firearm shall be stored in a locked gun safe, which shall be provided by the school district. Said safe shall be capable of safely storing the weapons in a manner so as not to jeopardize the safety and welfare of unauthorized persons. Access to the locked gun safe shall be limited to the SPO, the Superintendent or designee.

SPO's authorized to carry firearms shall have such weaponry under his/her control at all times. Firearms shall be holstered except while in use by the SPO. Firearms shall be properly cleaned and maintained in proper working order.

SPO vehicles will be equipped with locking gun safes which shall be provided by the school district. Said safe shall be capable of safely storing the weapon in a manner so as not to jeopardize the safety and welfare of unauthorized persons. Access to the said safe shall be limited to the SPO, the Superintendent or designee.

*Use* - All SPO's shall maintain and have under their control said authorized firearm when use. All weapons shall be loaded and unloaded in a safe, secure, and private environment, unless extenuating circumstances dictate otherwise.

Weapons shall be worn and used only while the SPO is performing his/her assigned duties, or when the said SPO is traveling to or from his/her employment as an SPO.

SPO's are authorized to carry firearms before or after the school day, at extracurricular school events, while commuting between school district buildings, and when deemed necessary by the Superintendent or designee, or SPO in charge.

SPO's who are on routine foot patrol of school buildings during the normal school hours shall not wear firearms unless deemed necessary by the Superintendent or designee, or SPO in charge.

#### Discharging of Firearm

Firearms may be discharged only during times when the life of the officer or life of another is threatened or in jeopardy of serious bodily injury or death. Once discharged:

1. The SPO in charge, the Superintendent or designee, and Police Chief of local jurisdiction where the incident occurred shall be notified immediately.
2. A written report of said incident shall be prepared and submitted immediately to the Superintendent or designee.

The SPO may also discharge his/her firearm in the course of fulfilling qualifying requirements in accordance with the laws, rules, and regulations of the Commonwealth of Pennsylvania. In such case, items 1 and 2 will be waived.

#### Arrest for Crime

An SPO may use his/her firearm to affect a lawful arrest for a felony or serious misdemeanor that is being committed in plain view of the SPO after attempts at non-deadly force have been exhausted.

#### Safekeeping

All SPO's are responsible for general safekeeping and handling of said firearms at all times.

In the event the firearm is lost or damaged because of the negligence of the SPO, said weapon shall be repaired or replaced at the sole cost and expense of the SPO. In addition thereto, the SPO must take the following actions:

1. The SPO in charge, the Superintendent or designee, and Police Chief of local jurisdiction where the incident occurred shall be notified immediately.
2. A written report of said incident shall be prepared and submitted immediately to the Superintendent or designee.
3. Disciplinary consequences may be imposed upon the offending SPO.
4. Loss of a firearm shall be reported to the Pennsylvania State Police by the SPO in charge.

The loss or damage of a firearm in the performance of an official duty shall result in the replacement and/or repair of said weapon at the expense of the school district. In addition thereto, the SPO must take the following actions:

1. The SPO in charge, the Superintendent or designee, and Police Chief of local jurisdiction where the incident occurred shall be notified immediately.

2. A written report of said incident shall be prepared and submitted immediately to the Superintendent or designee.

3. Loss of a firearm shall be reported to the Pennsylvania State Police by the SPO in charge.

Malfunction of a firearm shall be reported to the SPO in charge in writing immediately in order for the weapon to be repaired or replaced.

### Handcuffs

*Storage* - When not in use, all handcuffs are to be stored in a locked safe or cabinet that is capable of safely storing contents away from unauthorized personnel.

SPO's authorized to carry handcuffs shall have such under his/her control at all times.

Handcuffs shall be regularly cleaned, maintained, and in proper working order.

Loss of handcuffs shall be immediately reported to the SPO in charge.

*Use* - SPO's may use handcuffs to restrain and control persons who constitute a threat to the SPO or other persons who may be present at the time of the restraint.

Authorized personnel may use handcuffs to restrain and control persons under arrest for summary, misdemeanor, or felony offenses.

### Pepper Spray (OC)

*Storage* - When not in use, all pepper spray (OC) is to be stored in a locked safe or cabinet that is capable of safely storing contents away from unauthorized personnel.

SPO's authorized to carry pepper spray (OC) shall have such under his/her control at all times.

Pepper spray (OC) shall be regularly maintained and in proper working order.

Loss of pepper spray (OC) shall be immediately reported to the SPO in charge.

*Use* - SPO's may use pepper spray (OC) in a safe environment in order to subdue extremely disorderly and/or unruly persons who perpetrate aggressive actions which may result in bodily harm to SPO's or others in close proximity.

Pepper Spray (OC) may be used to subdue an aggressive individual who may be armed or unarmed with a non-lethal weapon.

SPO's shall note all of the facts and circumstances involving the use of non-deadly force in the Report of Use of Force and shall immediately notify the SPO in charge and Superintendent or designee.

### Expandable Baton

*Storage* - When not in use, all expandable batons are to be stored in a locked safe or cabinet that is capable of safely storing contents away from unauthorized personnel.

SPO's authorized to carry an expandable baton shall have such under his/her control at all times.

Expandable batons shall be regularly cleaned, maintained, and in proper working order.

Loss of an expandable baton shall be immediately reported to the SPO in charge.

*Use* - SPO's may use expandable batons to subdue extremely disorderly and/or unruly persons who perpetrate aggressive actions which may result in bodily harm to SPO's or others in close proximity.

Expandable baton may be used to subdue an aggressive individual who may be armed or unarmed with a non-lethal weapon.

SPO's shall note all of the facts and circumstances involving the use of non-deadly force in the Report of Use of Force and shall immediately notify the SPO in charge and Superintendent or designee.

### Training

*Firearms* - All SPO's who carry a firearm while performing his/her duties for the school district shall be properly qualified for the use of said firearm at least twice per year in accordance with the laws and rules and regulations of the Commonwealth of Pennsylvania.

*Handcuffs, Pepper Spray (OC), and Expandable Baton* - All SPO's who are authorized to use these devices shall receive required and/or updated training every two (2) years.

### Endorsement of SOP

This policy shall be periodically reviewed, and any necessary changes shall be adopted by the Board.

The school district shall be covered by appropriate liability insurance at all times for all duties and obligations contained in this policy.

In the event it is necessary, all such authorized SPO's who are subject to the rules and regulations of this policy shall be represented by legal counsel at the sole cost and expense of the school district, except in the event that an SPO commits a willful, intentional, or grossly negligent act with said weapon while on duty.

All costs and expenses necessary for the implementation of this policy shall be borne solely by the school district, which shall include periodic training.

In the event that an SPO fails to complete the necessary training to maintain his/her certification the SPO in charge shall immediately notify the Superintendent or designee.

It is the responsibility of the SPO to conduct him/herself with the highest standards of professionalism while on duty.

Last Modified by Tammy Medellin on December 8, 2016

Book Policy Manual  
Section 700 Property  
Title Property Records  
Number 706  
Status From PSBA  
Legal 1. Pol. 708  
2. Pol. 710  
24 P.S. 510

### **Purpose**

**The Board recognizes that adequate property and inventory records must be maintained on all buildings, equipment, and physical property under district control.**

### **Authority**

**The Board directs that a complete inventory, by physical count, of all district-owned equipment and property records of all district buildings and grounds shall be maintained and updated at intervals that coincide with property insurance renewal.**

### **Delegation of Responsibility**

**It shall be the responsibility of the Business Manager to ensure that equipment inventories are systematically and accurately recorded, updated, and adjusted annually by reference to purchase orders and withdrawal reports. Property records of facilities shall be maintained on an ongoing basis.**

### **Guidelines**

**Major items of equipment shall be subject to annual physical spot check inventory to determine loss, location or depreciation; any major loss shall be reported to the Board.**

**Records of consumable supplies shall be maintained on a continuous inventory basis.**

**No equipment shall be removed for personal or nonschool use, except in accordance with Board policy.[1][2]**

**Equipment shall be identified with a permanent tag that provides appropriate school district identification.**

Last Modified by Tammy Medeljin on December 8, 2016

Book Policy Manual  
Section 700 Property  
Title Use of School Facilities  
Number 707  
Status From PSBA  
Legal 1. 24 P.S. 775  
2. 24 P.S. 511  
3. 10 P.S. 328.101 et seq  
4. 61 PA Code 901.701  
5. 35 P.S. 1223.5  
6. 20 U.S.C. 7182  
7. 20 U.S.C. 7183  
24 P.S. 779  
22 PA Code 403.1  
61 PA Code 901.1  
20 U.S.C. 7181 et seq  
20 U.S.C. 7905

### Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program of the schools.

### Authority

The Board directs that use of school facilities may be granted to individuals and community groups for the following types of activities:

1. Instruction in any branch of education, learning and the arts, consistent with the school district's mission.
2. Social, civic and recreational meetings and entertainment, and other uses pertaining to the welfare of the community; but such use shall be non-exclusive and open to the public without charge.
3. Polling places for holding primaries, elections and special elections, as permitted or required by state law.
4. Recreation, physical training and athletics, including competitive athletic contests for children and adults.

The Board shall establish a schedule of fees for the use of school facilities by approved groups.[1]

### Delegation of Responsibility

The Superintendent or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the Superintendent.

### Guidelines

#### Application Process

An individual or community group requesting permission to use school buildings, facilities or school property must submit a written request on the prescribed application form at least ten (10) days in advance of the proposed date to the Superintendent.

The application must specify the portion of the school facilities requested for use; proposed activities; number of individuals participating; and the date, time and duration of the proposed event.

Along with the completed application, the individual or group must submit the following:

1. Payment of the specified rental fee.
2. Evidence of organizational liability to limits required by district guidelines.
3. Documentation evidencing the school district shall be held harmless by the user for any liability that arises from use of school facilities by the individual or group.

#### Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored activity.
2. Access to school facilities closed due to renovations, maintenance, cleaning, the school calendar, or Board action.
3. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a district program if damaged or operated by an unqualified operator.
4. The proposed use would prevent or encumber district personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.
5. Individual or community group uses school facilities in excess of five (5) times during any calendar year for the same purpose. This limitation shall not apply to individual athletic contests for children or adults that are part of an overall athletic season schedule, and the use is approved by the Board.

#### Limitations

When individuals and community groups receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. Individuals shall not use, access or enter upon any portions of the school facilities or their contents not specified in the approved written request form.

2. Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.
3. When advertising or promoting activities held at school facilities, individuals and community groups shall clearly communicate that the activities are not being sponsored by the school district.
4. School equipment used in conjunction with requested facilities shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator, provided by the school.

### Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities: [2]

1. Possession, use or distribution of illegal drugs and/or alcoholic beverages.
2. Possession of weapons.
3. Conduct that would alter, damage or be injurious to any district property, equipment or furnishings.
4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.
5. Gambling, games of chance, lotteries, raffles or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration. [3][4]
6. Use of tobacco products. [5][6][7]
7. The Board may designate specific areas for tobacco use by the public on property owned, leased or controlled by the district that is at least fifty (50) feet from school buildings, stadiums and bleachers. [5]

### Violations

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures. [2]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

### Fee Schedule

Use of school facilities for activities directly related to the educational program and district operations shall be without cost to users, except that the user shall be responsible for extra custodial fees.

Last Modified by Tammy Medellin on December 8, 2016



Book	Policy Manual
Section	700 Property
Title	Lending of Equipment and Books
Number	708
Status	From PSBA
Legal	<u>1. 24 P.S. 801</u> <u>2. Pol. 707</u> <u>3. 24 P.S. 804</u>

### **Purpose**

**The Board directs that** district-owned equipment **normally** shall not be loaned for nonschool use off school property. If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with Board policy.<sup>[1][2]</sup>

### **Delegation of Responsibility**

Use of specific items of equipment, **when unobtainable elsewhere**, may be granted on the written request of the intended user and approval by the Superintendent.

School equipment may be removed from school property by students or staff members only when such equipment is necessary to accomplish tasks **relevant to their** school or job responsibilities. Prior approval of the principal is required for such removal and use.

### **Guidelines**

The user of district-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its safe return.

When equipment authorized for **lending** requires the services of an operator, the user shall employ the person designated by the district and shall pay **the stated cost of services**.

Removal of school equipment from school property for personal use **by staff or students** is prohibited.

**School books may be used by students during vacations when permission is granted by the building principal.**<sup>[3]</sup>

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Building Security
Number	709
Status	From PSBA
Legal	1. Pol. 113.4 2. Pol. 324 3. Pol. 216 <u>24 P.S. 510</u> Pol. 705 Pol. 907

### **Purpose**

The Board recognizes the need to maintain security of school facilities for reasons of **safety**, vandalism and theft.

### **Delegation of Responsibility**

Toward this end, a program of building security shall be administered by the Superintendent **or designee**, with the cooperation of building principals. The need for access shall be the underlying principle in determining who will have keys to school properties.

The Superintendent **or designee** shall determine who **is** entitled to **authorized** access to **district** building(s) and who may have after hours access to district facilities.

### **Guidelines**

After **the start of the school day**, access to the building shall be **limited** to one **entrance**. **All other entrances shall be locked.**

**Access to school buildings and grounds shall be established in accordance with the following guidelines:**

#### **Unlimited Access**

- 1. Superintendent.**
- 2. Board Secretary.**
- 3. Supervisor of Buildings and Grounds.**

#### **Limited Access**

- 1. Building principals to assigned building.**
- 2. Assistant principals to assigned building.**
- 3. Head building custodians to assigned building.**
- 4. Extracurricular sponsors or supervisors for their area or activity.**

A log of **employees with access codes and building keys** shall be maintained in the office of the Superintendent or a **designee**.

**Each building principal shall maintain a log of building employees with access codes and building keys.**

A set of master and/or duplicate keys shall be kept in the custody of the Superintendent or designee **and maintained in a safe and secured location.**

After hours entry to school buildings shall be controlled by the custodian on duty.

**Entry to a school building shall be prohibited when a person authorized as a district representative for the building is not present.**

#### Use of Video Cameras

**The district shall utilize video cameras in the district to assist in securing district property. The district shall provide proper notice to students, staff and others that video surveillance may occur on school property at any time.**

**Recordings from video cameras are the property of the district and shall be maintained, used and/or destroyed under the supervision, direction, and control of school officials. Recordings shall be subject to other applicable Board policies, including policies concerning confidentiality of student and personnel records, and shall be subject to applicable requirements of state and federal law and regulations.[1][3][2]**

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Use of Facilities by Staff
Number	710
Status	From PSBA
Legal	1. Pol. 707 2. Pol. 708 <u>24 P.S. 510</u>

### **Authority**

**The Board establishes that** school equipment and facilities may not be used by district staff for personal reasons, either on or off school property, without explicit authorization or administrative permission.

The Board specifically prohibits, except as authorized by Board policy, personal use of district telephones, materials, tools, supplies, equipment and district vehicles.

### **Guidelines**

**District** facilities and equipment **shall be** available for staff use only if such use is **in accordance with provisions of an applicable collective bargaining agreement** such use is clearly within the authorization granted in Board policy.[1][2]

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Buildings and Grounds Management - Unauthorized Entry
Number	713
Status	From PSBA

### **Purpose**

The Board of School Directors of the Coatesville Area School District considers the protection of school district property and the maintenance of an instructional environment free from interruption and interference to be of extreme importance for effective operation of the district. Administration, students, and staff must be permitted to carry out their assigned responsibilities without disruption. School premises must be protected from vandalism, illegal entry and unauthorized use.

### **Delegation of Responsibility**

The Board hereby authorizes the Superintendent to establish guidelines as are necessary to carry out the intent of this policy.

Last Modified by Tammy Medellin on December 8, 2016

Book Policy Manual  
Section 700 Property  
Title Integrated Pest Management  
Number 716  
Status From PSBA  
Legal 1. 22 PA Code 4.12  
2. Pol. 102  
3. 24 P.S. 772.1  
4. 3 P.S. 111.21 et seq  
5. 7 PA Code 128.1 et seq  
6. 24 P.S. 772.2  
7 U.S.C. 136 et seq

### Purpose

**The district shall utilize integrated pest management procedures to manage structural and landscape pests and the toxic chemicals used for their control in order to alleviate pest problems with the least possible hazard to people, property and the environment.**

**The district shall integrate IPM education into the curriculum in accordance with relevant academic standards.[1][2]**

### Definitions

**Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally and socially sound. IPM promotes prevention over remediation and advocates integration of at least two (2) or more strategies to achieve long-term solutions.**

**Integrated Pest Management Plan is a plan that establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks.[3]**

### Authority

**The Board establishes that the district shall use pesticides only after consideration of the full range of alternatives, based on analysis of environmental effects, safety, effectiveness and costs.[4][5]**

**The Board shall adopt an Integrated Pest Management Plan for district buildings and grounds that complies with policies and regulations promulgated by the Department of Agriculture.[3][5]**

**The Board shall designate an employee to serve as IPM Coordinator for the district.**

### Delegation of Responsibility

**The IPM Coordinator shall be responsible to implement the Integrated Pest Management Plan and to coordinate communications between the district and the approved contractor.**

The IPM Coordinator shall be responsible to annually notify parents/guardians of the procedures for requesting notification of planned and emergency applications of pesticides in school buildings and on school grounds.[6]

The IPM Coordinator shall maintain detailed records of all chemical pest control treatments for at least three (3) years. Information regarding pest management activities shall be available to the public at the district's administrative office.[6]

Appropriate personnel involved in making decisions relative to pest management shall participate in update training.

### Guidelines

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and site appropriate pesticides.

When pesticide applications are scheduled in school buildings and on school grounds, the district shall provide notification in accordance with law, including:[6]

1. Posting a pest control sign in an appropriate area.
2. Providing the pest control information sheet to all individuals working in the school building.
3. Providing required notice to all parents/guardians of students or to a list of parents/guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of students or employees, the district may authorize an emergency pesticide application and shall notify by telephone any parent/guardian who has requested such notification.[6]

Last Modified by Tammy Medellin on December 8, 2016

Book	Policy Manual
Section	700 Property
Title	Cellular Telephones
Number	717
Status	From PSBA
Legal	1. Pol. 624 2. Pol. 317 <u>26 U.S.C. 1 et seq</u>

### Purpose

**The Board recognizes that the use of cellular telephones by district employees may be appropriate and necessary to provide for the effective and efficient operation of the district. In addition, the use of cellular telephones can help to ensure the safety and security of district property, staff, students and others while on district property or engaged in district-sponsored activities.**

### Authority

**The Board authorizes the purchase and employee use of cellular telephones.**

**Cellular telephones provided to employees by the district shall be used for authorized district business purposes. Personal use of such shall be prohibited, except in emergency situations.[1]**

### Guidelines

**Expenses incurred for personal use of district-provided cellular telephones shall be reimbursed to the district by the employee.**

**Use of cellular telephones by employees in violation of Board policy, administrative regulations, and/or federal or state laws shall result in discipline, as appropriate.[2]**

### Delegation of Responsibility

**The Superintendent or designee shall determine which employees receive district-provided cellular telephones for business purposes.**

**The Superintendent or designee shall develop administrative regulations to implement this policy, including a uniform and controlled system for identifying employee cellular telephone needs, monitoring employee use, and reimbursement.**

**The Superintendent or designee shall develop administrative regulations for staff use of privately owned cellular telephones for authorized district business.**

Modified by Tammy Medellin on December 8, 2016



Book Policy Manual  
 Section 700 Property  
 Title Service Animals in Schools  
 Number 718  
 Status From PSBA  
 Legal 1. 28 CFR 35.104  
2. 28 CFR 35.136  
3. 43 P.S. 953  
4. 29 U.S.C. 794  
5. 42 U.S.C. 12101 et seq  
6. 28 CFR 35.130  
 7. Pol. 103.1  
 8. Pol. 113  
9. 3 P.S. 455.1 et seq  
 10. Pol. 904  
 11. Pol. 104  
 12. Pol. 906  
28 CFR Part 35  
29 CFR Part 1630  
 Pol. 103  
 Pol. 707

### **Purpose**

**The Board adopts this policy to ensure that individuals with disabilities are permitted to participate in and benefit from district programs, activities and services, and to ensure that the district does not discriminate on the basis of disability.**

### **Definition**

**Service animal means any dog individually trained to do work or perform tasks for the benefit of an individual with a disability.[1]**

**Miniature horses may be utilized as service animals if:[2]**

- 1. The miniature horse is individually trained to do work or perform tasks for the benefit of an individual with a disability.**
- 2. The facility can accommodate the type, size and weight of the miniature horse.**
- 3. The presence of the miniature horse does not compromise the safe operation of the facility.**

**The work or tasks performed by a service animal shall be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent**

protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.[1]

The provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purpose of this definition.[1]

### Authority

The Board shall permit individuals with disabilities to use service animals in district buildings; on district property; and on vehicles that are owned, leased or controlled by the school district, in accordance with this policy and applicable state and federal laws and regulations.[3][4][5][6]

### Guidelines

#### Admission of Service Animals to Schools

A student or an employee with a disability may submit a request to bring a service animal to school for educational or employment purposes. A student or employee seeking to bring a service animal to school must comply with the requirements as set forth in this policy and any administrative regulations governing this issue.

Parents/Guardians of students with disabilities may submit a request to the building principal for their student to bring a service animal to school. The building principal shall forward the request to the appropriate Section 504 or IEP team. The team shall gather the necessary information and evaluate the request to bring a service animal to school. Any service animal accompanying a student with a disability to school or school activities shall be handled and cared for in a manner detailed in the student's IEP or Section 504 Service Agreement.[7][8]

Before a service animal shall be allowed in a district building, or on district property or vehicles, the district shall request the following documentation from the owner or handler of the animal:[6]

1. Verification of the need for a service animal.[2]
2. Description of the function(s) the service animal is trained to perform in relation to the individual's disability.[2]
3. Proof of current vaccinations and immunizations of the service animal.[9]

#### Admission of Service Animals to Public Events

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public. This right of access does not extend to the schools generally or to other activities that are not open to the general public.[3][2]  
[10]

School administrators may inquire of the owner or handler of an animal whether the animal is required because of a disability and the specific tasks that the animal has been trained to perform, but shall not ask questions about an individual's disability.[2]

The district shall not require an owner or handler of a service animal to pay an extra charge for the animal to attend events for which a fee is charged.[2]

## Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations to implement Board policy and accommodate individuals with disabilities requesting use of a service animal in district buildings and on district property and vehicles.

The designated administrator shall ensure that all individuals involved in a situation where a service animal will regularly accompany an individual in district buildings or on district property or vehicles are informed of the Board policy and administrative regulations governing this issue. Involved individuals can include administrators, appropriate employees, student and parent/guardian.

The owner or handler of a service animal shall be solely responsible for:

1. Supervision and care of the animal, including any feeding, exercising, clean up and stain removal.[2]
2. Control of the animal at all times through the use of a harness, leash, tether or by other effective means.
3. Damages to district buildings, property and vehicles caused by the animal.
4. Injuries to students, employees, volunteers and visitors caused by the animal.
5. Annual submission of documentation of vaccinations and immunizations.

The building principal shall receive and forward to the Superintendent or designee each completed request by an individual with a disability to be accompanied by a service animal. The Superintendent or designee shall respond to the request.

District administrators may exclude a service animal from district buildings, property and vehicles under the following circumstances:

1. Presence of the animal poses a direct threat to the health and safety of others.
2. Owner or handler is unable to control the animal.
3. Animal is not housebroken.
4. Presence of the animal would require a fundamental alteration to the program.

Any individual with a service animal who is aggrieved by a decision to exclude, limit or remove a service animal may appeal that decision in accordance with applicable Board policy. The appeal must be in writing and provide detailed information regarding the basis of the appeal.[7][11][12]

Last Modified by Tammy Medellin on December 8, 2016

*Policy Committee Enclosures*

*800 Series - 1<sup>st</sup> Reading*

Book Policy Manual  
Section 800 Operations  
File Records Management  
Number 800  
Status From PSBA  
Legal 1. 24 P.S. 518  
2. 65 P.S. 67.901  
3. Pol. 828  
4. 65 P.S. 67.102  
5. Pol. 801  
6. 24 P.S. 433  
7. 65 P.S. 67.708  
8. 20 U.S.C. 1232g  
9. 65 P.S. 67.506  
65 P.S. 67.101 et seq  
Federal Rules of Civil Procedure - 16, 26, 34, 37, 45  
45 CFR Part 160  
45 CFR Part 164  
Pol. 004  
Pol. 006  
Pol. 105.2  
Pol. 114  
Pol. 138  
Pol. 203  
Pol. 203.1  
Pol. 209  
Pol. 212  
Pol. 216  
Pol. 216.1  
Pol. 233  
Pol. 314  
Pol. 324  
Pol. 326  
Pol. 334  
Pol. 601  
Pol. 609  
Pol. 610  
Pol. 618  
Pol. 619  
Pol. 702

Pol. 706  
Pol. 716  
Pol. 810  
Pol. 810.1  
Pol. 830  
Pol. 912  
10. Pol. 317

### **Purpose**

The Board recognizes the **importance of establishing and maintaining a Records Management Plan that defines district staff responsibilities and complies with federal and state laws and regulations.**

**The Board directs that** records, including both paper and electronic, be retained as long as determined necessary to meet legal, audit, educational and business requirements. In each case, the official retention periods must be as short as possible in order to reduce the risk of identity theft and/or breaches of privacy, computer fraud and related harms, to minimize the use of valuable space, to promote efficiency, to assist in the day-to-day operations of the school district, and to reduce the cost of storage and unneeded records inventory. District employees must take reasonable measures to protect against unauthorized access to or use records and information/data, and properly retain and dispose of paper and electronic records, information and data, **in accordance with this policy.**

### **Authority**

The Board shall retain, as a permanent record of the district, **Board** minutes, annual auditor's reports and annual financial reports. All other financial records, including financial account books, orders, bills, contracts, invoices, receipts and purchase orders, shall be retained by the district for a period of not less than six (6) years.<sup>[1]</sup>

**All other district** records shall be retained in accordance **with state and federal law and regulations and the district Records Management Plan approved by the Board.**

**The district shall make a good faith effort to comply with all proper requests for record production. Selective destruction of records in anticipation of litigation is forbidden.**<sup>[2][3]</sup>

### **Definitions**

**Electronic Mail (Email) System** - a system that enables users to compose, transmit, receive and manage text and/or graphic electronic messages and images across local area networks and through gateways connecting other networks. This information consists primarily of messages but may include attachments such as calendars, directories, distribution lists, word processing documents, spreadsheets, and other electronic documents.

**Litigation Hold** - a communication ordering that all records and data relating to an issue being addressed by current or potential litigation or investigation be preserved for possible production during the litigation or investigation.

**Records** - information, regardless of physical form or characteristics, that documents a transaction or activity of the district and that is created, received or retained pursuant to law or in connection with a transaction, business or activity of the district. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording,

information stored or maintained electronically and a data-processed or image-processed document.[4]

**Records Management Plan** - the system implemented by the district for the retention, retrieval, and disposition of all records generated by district operations.

**Records Retention Schedule** - a comprehensive listing stating retention periods and proper disposition of records.

### Delegation of Responsibility

#### Records Coordinator

In order to maintain a Records Management Plan that complies with federal and state laws and regulations and Board policy, the Board designates the Superintendent as the district's Records Coordinator who shall serve as the chairperson of the Records Management Committee.

The Records Coordinator shall be responsible to:

1. Ensure that training appropriate to the user's position and level of responsibility is provided. Such training may include:
  - a. Operation, care and handling of the equipment and software.
  - b. Requirements of the Records Retention Schedule.
  - c. Protocols for preserving and categorizing district records.
  - d. Procedures and responsibilities of district staff in the event of a litigation hold.
  - e. Identification of what is and what is not a record.
  - f. Disposal of records.
2. Review the Records Management Plan periodically to ensure that record descriptions and retention periods are updated as necessary.
3. Identify, when the retention period expires, the specific records to be disposed of and ensure that all identified records are properly disposed of annually.

#### Records Management Committee

A committee responsible for the development and recommendation of the district's Records Management Plan shall be established by the Board. The Records Management Committee shall give primary consideration to the most efficient and economical means of implementing the recommended Plan. Members of the Committee shall include the:

1. Open Records Officer.[5]
2. Superintendent.
3. Board Secretary.[6]
4. District solicitor.
5. Information Technology Director or designee.

6. **Business Manager.**
7. **Board member(s).**
8. Director of Human Resources.
9. Director of Pupil Services.
10. Director of Business Administration.
11. Director of Technology, etc.

**The Records Management Committee shall meet periodically to evaluate the effectiveness and implementation of the Records Management Plan and recommend changes as needed.**

### **Solicitor**

The district solicitor, and/or designee shall be responsible for interpreting any portions of **this** policy or the **records retention** schedule as they may apply to specific situations.

### **Guidelines**

#### **Records Management Plan**

**The district's Records Management Plan shall be the principal means for the retention, retrieval, and disposition of manual and electronic records, including emails. The Plan shall not rely primarily on backup systems to manage the retention and disposition of records.**

**The Records Management Plan shall include:**

1. **Comprehensive listing of records and data of the district.**
2. **Criteria to distinguish records of the school district from the supplemental personal records of individual employees.** [7][8]
3. **System(s) of records storage and retrieval to be used, including in what form the records will be stored, maintained, reproduced, and disposed.**
4. **Preservation measures to protect the integrity of records and data.**
5. **Data map or flow chart detailing the sources, routes, and destinations of electronic records.**
6. **Procedures and employee designated for determining whether an item is a record.**
7. **Procedures for adding, revising or deleting records and data, and any other details necessary to implement the Records Management Plan.**
8. **Records Retention Schedule.**
9. **Provisions for the storage and retrieval of records in the event of an emergency or disaster.**
10. **Staff positions authorized to access district records.**
11. **Procedures to be implemented in the event of a litigation hold that immediately suspends disposition of all records relevant to the current or potential claim. Such procedures shall specify:**



- a. **Who can initiate a litigation hold.**
- b. **How and to whom a litigation hold is communicated.**
- c. **Who will determine which records are subject to the litigation hold.**
- d. **Who will be responsible for collecting and preserving such records and data.**
- e. **Who will be responsible for monitoring and ensuring the district's compliance with the litigation hold.**
- f. **In what format the records will be collected.**

Selective destruction of records in anticipation of litigation is forbidden.

**When possible, records and data shall be stored in their original form, including metadata, such as creation date, author, type of file, etc.**

**For any record not covered by the Records Retention Schedule, the Records Management Committee shall determine how long the record shall be kept and recommend any necessary revisions to the retention schedule.**

**The district shall maintain and dispose of records in a manner that protects any sensitive, proprietary or confidential information or individual privacy rights, and helps conserve natural resources.**

#### Disaster Recovery

The record retention and destruction program seeks to identify and preserve records for disaster recovery where the informational value to the district is so great, and the consequence of loss is potentially so severe to the continuity of the district, that special protection is warranted. Records that qualify as disaster recovery records include but are not limited to:

1. Legal, financial, tax and organizational status records.
2. Obligations to employees, vendors, and students.
3. Ownership of assets and inventory.
4. Intellectual property and achievements not recognized elsewhere; and information on critical decision-making.

#### Archival Records

Records that have value beyond their original purpose because they document significant educational and/or business activities or services should be safeguarded as a permanent resource. The following considerations should apply to the preservation of records:

1. An archival collection should be prepared that includes, among other things, the **Board** minute books, each annual auditor's report, each annual financial report, trademarks, copyrights, deeds, financial records, and photographs.
2. Special consideration should be made to evaluate whether in-school or outside protection is best.
3. Loaned or gifted archival materials to other sources should be maintained by the Director of Business Administration.

#### Manual Records

**Manual records, which include all records not stored electronically, shall be retained and disposed of in accordance with the Records Management Plan.**

**Manual records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.**

**The district shall develop and maintain adequate and up-to-date documentation about each manual record system. Documentation may:**

- 1. List system title and responsible employee(s) or office.**
- 2. Define the contents of the system, including record formats.**
- 3. Identify vital records and information.**
- 4. Determine restrictions on access and use.**

### **Electronic Records**

**Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan.**

**Electronic records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.**

**The district shall develop and maintain adequate and up-to-date documentation about each electronic record system. Documentation may:**

- 1. List system title and responsible employee(s) or office.**
- 2. Specify all technical characteristics necessary for reading or processing the records stored on the system.**
- 3. Identify all defined inputs and outputs of the system.**
- 4. Define the contents of the system, including records formats and database tables.**
- 5. Identify vital records and information.**
- 6. Determine restrictions on access and use.**
- 7. Describe update cycles or conditions.**

### **Email Records**

**Email messages, in and of themselves, do not constitute records. Retention and disposition of email messages depend on the function and content of the individual message.**

**Records on an email system, including messages and attachments, shall be retained and disposed of in accordance with the district's Records Management Plan.**

**Email messages and attachments that do not meet the definition of records shall be deleted as required by the Records Management Plan.**

**Email records may be maintained as an electronic record or be printed and maintained as a manual record.**

**For each email considered to be a record, the following information shall be retained:**

1. **Message content.**
2. **Name of sender.**
3. **Name of recipient.**
4. **Date and time of transmission and/or receipt.**

### Contractors

**Records created or maintained by contractors employed by the Board shall be retained and disposed of in accordance with the Records Management Plan.[9]**

### Exceptions

Requests for exceptions from this Policy **shall** be submitted to the Superintendent. In order to obtain an exception from the Policy, there must be a program that will assure compliance with the basic objectives stated within the Policy, at least as effectively as this Policy and the **records retention** schedule.

### Audit

The district may hire an auditor to conduct an audit on compliance with this policy and the records retention schedule and prepare a written audit report.

### Consequences for Violation

Employees must be aware that violations of this policy may result in disciplinary actions **in accordance with Board policy.[10]**

Violations of this policy may be reported to appropriate legal authorities, whether local, state, or federal law enforcement. The district will cooperate to the extent legally required with authorities in such investigations.

Last Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
Section 800 Operations  
Title Public Records  
Number 801  
Status From PSBA  
Legal

1. 65 P.S. 67.102

2. 65 P.S. 67.302

3. 65 P.S. 67.305

4. 65 P.S. 67.504

5. 65 P.S. 67.701

6. 65 P.S. 67.502

7. 65 P.S. 67.901

8. 65 P.S. 67.1101

9. 65 P.S. 67.705

10. 42 U.S.C. 12132

11. 28 CFR 35.160

12. 28 CFR 35.164

13. 65 P.S. 67.505

14. 65 P.S. 67.703

15. 65 P.S. 67.1307

16. 65 P.S. 67.702

17. 65 P.S. 67.902

18. 65 P.S. 67.704

19. 65 P.S. 67.506

20. 65 P.S. 67.706

21. 65 P.S. 67.905

22. 65 P.S. 67.707

23. 65 P.S. 67.903

24 P.S. 408

24 P.S. 518

42 U.S.C. 12101 et seq

65 P.S. 67.101 et seq

Pol. 800

## **Purpose**

The Board recognizes the importance of public records as the record of the district's actions and the repository of information about this district. The public has the right to access and procure copies of public records, with certain exceptions, subject to law, Board policy and administrative regulations.

## **Definitions**

**Financial record** - any account, voucher or contract dealing with the receipt or disbursement of funds or acquisition, use or disposal of services, supplies, materials, equipment or property; or the salary or other payments or expenses paid to an officer or employee, including the individual's name and title; and a financial audit report, excluding the audit's underlying work papers.[1]

**Public record** - a record, including a financial record, that is not protected by a defined privilege or is not exempt from being disclosed under one of the exemptions in Pennsylvania's Right-to-Know Law or under other federal or state law or regulation, or judicial decree or order.

**Record** - information, regardless of physical form or characteristics, that documents a district transaction or activity and is created, received or retained pursuant to law or in connection with a district transaction, business or activity, including: a document; paper; letter; map; book; tape; photograph; film or sound recording; information stored or maintained electronically; and a data-processed or image-processed document.

**Response** - the district's notice informing a requester of a granting of access to a record or the district's written notice to a requester granting, denying, or partially granting and partially denying access to a requested record.

**Requester** - a legal resident of the United States, or an agency, who requests access to a record.

### **Authority**

The Board shall make the district's public records available for access and duplication to a requester, in accordance with law, Board policy and administrative regulations.[2][3][4][5]

### **Delegation of Responsibility**

The Board shall designate an **Open Records Officer**, who shall be responsible to:[6]

1. Receive written requests for access to records submitted to the district.
2. Review and respond to written requests in accordance with law, Board policy and administrative regulations.
3. Direct requests to other appropriate individuals in the district or in another agency.
4. Track the district's progress in responding to requests.
5. Issue interim and final responses to submitted requests.
6. Maintain a log of all record requests and their disposition.
7. Ensure district staff are trained to perform assigned job functions relative to requests for access to records.

Upon receiving a request for access to a record, the **Open Records Officer** shall:[6][7][8]

1. Note the date of receipt on the written request.
2. Compute and note on the written request the day on which the five-day period for response will expire.
3. Maintain an electronic or paper copy of the written request, including all documents submitted with the request, until the request has been fulfilled.

4. If the written request is denied, maintain the written request for thirty (30) days or, if an appeal is filed, until a final determination is issued or the appeal is deemed denied.

### **Guidelines**

Requesters may access and procure copies of the public records of the district during the regular business hours of the administration offices.[5]

A requester's right of access does not include the right to remove a record from the control or supervision of the **Open Records Officer**.

The district shall not limit the number of records requested.[2]

When responding to a request for access, the district is not required to create a record that does not exist nor to compile, maintain, format or organize a record in a manner which the district does not currently use.[9]

Information shall be made available to individuals with disabilities in an appropriate format, upon request and with sufficient advance notice.[10][11][12]

The district shall post at the administration office and on the district's website, if the district maintains a website, the following information:[4][13]

1. Contact information for the **Open Records Officer**.
2. Contact information for the state's Office of Open Records or other applicable appeals officer.
3. The form to be used to file a request, with a notation that the state Office of Open Records form may also be used if the district decides to create its own form.
4. Board policy, administrative regulations and procedures governing requests for access to the district's public records.

### **Request for Access**

A written request for access to a public record shall be submitted on the required form(s) and addressed to the **Open Records Officer**. [4][13][14]

Written requests may be submitted to the district in person, by mail, to a designated facsimile machine, and to a designated email address.

Each request must include the following information:[5][14]

1. Identification or description of the requested record, in sufficient detail.
2. Medium in which the record is requested.
3. Name and address of the individual to receive the district's response.

The district shall not require an explanation of the reason for the request or the intended use of the requested record, unless otherwise required by law.[14]

### **Fees**

**Except for the duplication fee established by the state**, the Board shall approve a list of reasonable fees relative to requests for public records. The district shall **maintain** a list of **applicable fees and disseminate the list to requesters**. [15]

No fee may be imposed for review of a record to determine whether the record is subject to access under law.[15]

Prior to granting access, the district may require prepayment of estimated fees when the fees required to fulfill the request are expected to exceed \$100.[15]

The Superintendent may waive duplication fees when the requester duplicates the record or the Superintendent deems it is in the public interest to do so.[15]

#### Response to Request

District employees shall be directed to **immediately** forward requests for access to public records to the Open Records Officer.[6][16]

Upon receipt of a written request for access to a record, the **Open Records Officer** shall determine if the requested record is a public record and if the district has possession, custody or control of that record.[7]

The **Open Records Officer** shall respond as promptly as possible under the existing circumstances, and the initial response time shall not exceed five (5) business days from the date the written request is received by the **Open Records Officer**. [7]

The initial response shall grant access to the requested record; deny access to the requested record; partially grant and partially deny access to the requested record; notify the requester of the need for an extension of time to fully respond; **or request more detail from the requester to clearly identify the requested material.**

If the district fails to respond to a request within five (5) business days of receipt, the request for access shall be deemed denied.[7]

#### Extension of Time

If the **Open Records Officer** determines that an extension of time is required to respond to a request, in accordance with the factors stated in law, written notice shall be sent within five (5) business days of receipt of request. The notice shall indicate that the request for access is being reviewed, the reason that the review requires an extension, a reasonable date when the response is expected, and an estimate of applicable fees owed when the record becomes available.[7][17]

Up to a thirty-day extension for one (1) of the listed reasons does not require the consent of the requester. If the response is not given by the specified date, it shall be deemed denied on the day following that date.

A requester may consent in writing to an extension that exceeds thirty (30) days, in which case the request shall be deemed denied on the day following the date specified in the notice if the **Open Records Officer has** not provided a response by that date.

#### Granting of Request

If the **Open Records Officer** determines that the request will be granted, the response shall inform the requester that access is granted and either include information on the regular business hours of the administration office, provide electronic access, or state where the requester may go to inspect the records or information electronically at a publicly accessible site. The response shall include a copy of the fee schedule in effect, a statement that prepayment of fees is required in a specified amount if access to the records will cost in excess of \$100 and the medium in which the records will be provided.

A public record shall be provided to the requester in the medium requested if it exists in that form; otherwise, it shall be provided in its existing medium. However, the district is not required to permit

use of its computers.[5]

The **Open Records Officer** may respond to a records request by notifying the requester that the record is available through publicly accessible electronic means or that the district shall provide access to inspect the record electronically. If the requester, within thirty (30) days following receipt of the district's notice, submits a written request to have the record converted to paper, the district shall provide access in printed form within five (5) days of receipt of the request for conversion to paper.[5][18]

A public record that the district does not possess but is possessed by a third party with whom the district has contracted to perform a governmental function and which directly relates to that governmental function shall be considered a public record of the district. When the district contracts with such a third party, the district shall require the contractor to agree in writing to comply with requests for such records and to provide the district with the requested record in a timely manner to allow the district to comply with law.[19]

If the **Open Records Officer** determines that a public record contains information both subject to and not subject to access, the **Open Records Officer** shall grant access to the information subject to access and deny access to the information not subject to access. The **Open Records Officer** shall redact from the record the information that is not subject to access. The **Open Records Officer** shall not deny access to a record if information is able to be redacted.[20]

If the **Open Records Officer** responds to a requester that a copy of the requested record is available for delivery at the administration office and the requester does not retrieve the record within sixty (60) days of the district's response, the district shall dispose of the copy and retain any fees paid to date.[21]

#### Notification to Third Parties

When the district produces a record that is not a public record in response to a request, the **Open Records Officer** shall notify any third party that provided the record to the district, the person that is the subject of the record, and the requester.[22]

The **Open Records Officer** shall notify a third party of a record request if the requested record contains a trade secret or confidential proprietary information, in accordance with law and administrative regulations.[22]

#### Denial of Request

If the **Open Records Officer** denies a request for access to a record, whether in whole or in part, a written response shall be sent within five (5) business days of receipt of the request. The response denying the request shall include the following:[7][23]

1. Description of the record requested.
2. Specific reasons for denial, including a citation of supporting legal authority.
3. Name, title, business **address**, **business** telephone number, and signature of the **Open Records Officer** on whose authority the denial is issued.
4. Date of the response.
5. Procedure for the requester to appeal a denial of access.

The **Open Records Officer** may deny a request for access to a record if the requester has made repeated requests for that same record and the repeated requests have placed an unreasonable burden on the district.[19]



The **Open Records Officer** may deny a request for access to a record when timely access is not possible due to a disaster, or when access may cause physical damage or irreparable harm to the record. To the extent possible, a record's contents shall be made accessible even when the record is physically unavailable.[19]

Information that is not subject to access and is redacted from a public record shall be deemed a denial.[20][23]

If a written request for access to a record is denied or deemed denied, the requester may file an appeal with the state's Office of Open Records within fifteen (15) business days of the mailing date of the Open Records Officer's response or deemed denial.[8]

Last Modified by Tammy Medellin on January 23, 2017

Book	Policy Manual
Section	800 Operations
Title	School Organization
Number	802
Status	From PSBA
Legal	<u>1. 24 P.S. 1310</u> <u>2. 22 PA Code 4.3</u> <u>3. 22 PA Code 4.41</u>

### **Purpose**

The Board recognizes that the **district's** organizational structure can **affect both the** instructional program and **the operation of the schools.**

### **Authority**

Upon **approval** of the Department of Education, the Board directs that district schools be organized as follows:[1][2][3]

Caln Elementary School: grades K through 5.  
East Fallowfield Elementary School: grades K through 5.  
Friendship Elementary School: grades K through 5.  
Kings Highway Elementary School: grades K through 5.  
Rainbow Elementary School: grades K through 5.  
Reeceville Elementary School: grades K through 5.  
North Brandywine Middle School: grades 6 through 8.  
Scott Middle School: grades 6 through 8.  
South Brandywine Middle School: grades 6 through 8.  
Gordon Education Center: grades 6 through 12.  
Coatesville Area Senior High School Campus: grades 9 through 12.

### **Delegation of Responsibility**

The Superintendent shall continually monitor the effectiveness of the district's organizational plan and recommend to the Board modifications that benefit the instructional program, effectively utilize district resources, and implement the Board's educational goals.

Last Modified by Tammy Medellin on January 23, 2017

Book	Policy Manual
Section	800 Operations
Title	School Calendar
Number	803
Status	From PSBA
Legal	<u>1. 24 P.S. 1501</u> <u>2. 24 P.S. 1502</u> <u>3. 24 P.S. 1503</u> <u>4. 24 P.S. 1504</u> <u>5. 22 PA Code 4.4</u> <u>6. 22 PA Code 11.1</u>

### **Purpose**

The Board recognizes that preparation of **an annual school** calendar is necessary for the efficient operation of the district.

### **Authority**

The Board shall determine annually the days and the hours when the schools **will** be in session for instructional purposes, in accordance with state law **and regulations**.<sup>[1][2][3][4]</sup>

**The** school calendar shall **normally** consist of a **minimum** of 180 student days.<sup>[1][5][6]</sup>

The Board reserves the right to alter the school calendar when it is in the best interests of the district.

### **Delegation of Responsibility**

The Superintendent shall prepare **annually** a school calendar for Board consideration.

Last Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
Section 800 Operations  
Title School Day  
Number 804  
Status From PSBA  
Legal 1. 24 P.S. 1504  
2. 22 PA Code 11.2  
3. 22 PA Code 11.3  
4. 22 PA Code 11.25  
5. Pol. 204

### **Purpose**

The normal school day for the instruction of **district students** shall be in accordance with law, **regulations and Board policy.**

### **Authority**

The Board shall **establish** the times **for** the daily sessions of **district** schools.[1][2][3]

### **Delegation of Responsibility**

The Superintendent may close, delay the opening, or dismiss schools early for emergency reasons and to protect the health and safety of students and staff. The Superintendent **or designee** shall prepare **procedures** for proper and timely notification of **all** concerned, in the event of **an** emergency closing.

**In all cases, the Superintendent shall inform the Board President as soon as possible.**

The Superintendent **or designee** shall develop **rules that** allow students to enter and leave schools under exceptional conditions so that variances with the normal school schedule may be accommodated. Such **rules** shall consider such things as inclement weather, illness, **urgent reasons** and other circumstances.[4][5]

Last Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
Section 800 Operations  
Title Emergency Preparedness  
Number 805  
Status From PSBA  
Legal 1. 22 PA Code 10.24  
2. 35 Pa. C.S.A. 7701  
3. 24 P.S. 1517  
4. 24 P.S. 1518  
5. 24 P.S. 1303-A  
6. 22 PA Code 10.11  
7. Pol. 805.1  
8. 24 P.S. 1302.1-A  
9. Pol. 203.1  
Pol. 810  
Pol. 909

### **Purpose**

The Board recognizes its responsibility to safeguard the health and welfare of district students and employees. Therefore, the Board shall provide the facilities, equipment and training necessary to minimize the effects of all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the school community.

### **Authority**

The district, in cooperation with the **county** Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements.[1][2]

The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education.

The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law.[3][4][2]

### **Delegation of Responsibility**

The Superintendent or designee shall collaborate with relevant stakeholders, including parents/guardians, staff, community agencies and first responders, during the development and implementation of the emergency preparedness plan.

District staff shall be trained to assist in implementing the emergency preparedness plan.

The Superintendent or designee shall implement a communication system to notify parents/guardians of the evacuation of students and to alert the entire school community when necessary.

Annually, by April 10, the Superintendent shall certify that emergency and evacuation drills have been conducted in the manner prescribed by law.[3]

**In accordance with** state law and regulations, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over school property.[5][6][7]

### Guidelines

**The emergency preparedness plan shall be maintained in each district building, be reviewed at least annually, and be modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency, each local police department and each local fire department that have jurisdiction over school property. The emergency preparedness plan shall be communicated to students, parents/guardians, the community and other relevant stakeholders.[8][1][2]**

**Annually, by September 30, the district shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.[1][7]**

### Continuity of Student Learning/Core Operations

In the event of an emergency, local, county or state officials may require that schools be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county or state officials may also utilize district-owned buses and other transportation vehicles.[2]

The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences. Such alternatives may include:

1. Web-based district instruction.
2. Telephone trees.
3. Mailed lessons and assignments.
4. Instruction via local television or radio stations.

The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of the emergency preparedness plan.

### Education

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.

Effective infection control and prevention procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.[9]

### Required Drills

At least annually, all district schools shall conduct a disaster response or emergency preparedness plan drill.[2]

Fire drills shall be conducted at least once a month during the school year.[3][4]

Bus evacuation drills shall be conducted twice a year, in accordance with law.[3]

ist Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
Section 800 Operations  
Title Relations With Law Enforcement Agencies  
Number 805.1  
Status From PSBA  
Legal

1. 24 P.S. 1303-A
2. 22 PA Code 10.1
3. 22 PA Code 10.11
4. 22 PA Code 10.2
5. 35 P.S. 780-102
6. Pol. 218
7. Pol. 218.1
8. Pol. 218.2
9. Pol. 222
10. Pol. 227
11. 22 PA Code 10.23
12. 22 PA Code 14.104
13. Pol. 113
14. Pol. 113.2
15. 22 PA Code 14.133
16. 24 P.S. 1302.1-A
17. 22 PA Code 10.21
18. 22 PA Code 10.22
19. Pol. 103.1
20. Pol. 113.1
21. Pol. 323
22. Pol. 351
23. Pol. 904
- 22 PA Code 10.24
- Pol. 805
- Pol. 909

### **Purpose**

The Board recognizes that cooperation with law enforcement agencies is considered essential for protecting students and staff, maintaining a safe environment in schools, and safeguarding district property.

### **Authority**

It shall be the policy of the Board to establish and maintain a cooperative relationship between the school district and local police departments in the reporting and resolution of



incidents that occur on school property, at any school-sponsored activity, or on any conveyance providing transportation to or from a school or school-sponsored activity.[1][2]

The Board directs the Superintendent to execute and update, on a biennial basis, a memorandum of understanding with each local police department that has jurisdiction over school property in accordance with state law and regulations.[1][3]

### Definition

**Incident** - an instance involving an act of violence; the possession of a weapon by any person; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco by any person on school property; or conduct that constitutes an offense listed under the Safe Schools Act.[1][4][5]

### Guidelines

#### Memorandum of Understanding

In accordance with state law and regulations, the Superintendent shall execute and update, every two (2) years, a memorandum of understanding with each local police department that has jurisdiction over school property. The memorandum of understanding shall be signed by the Superintendent, police chief and each building principal, and be filed with the Office for Safe Schools.[1][3]

In developing and updating the memorandum of understanding, the district shall consult and consider the State Board of Education model memorandum of understanding. If the district's memorandum of understanding with local law enforcement contains substantive differences from the State Board of Education model memorandum of understanding, the Superintendent shall provide a written statement which identifies the differences and the reasons for the differences as part of the biennial filing with the Office for Safe Schools.[1][3]

The memorandum of understanding shall comply with state law and regulations and set forth procedures to be followed regarding incidents that include, but are not limited to, acts of violence, weapons, terroristic threats, controlled substances, alcohol and tobacco.[6][7][8][9][10]

The memorandum of understanding may specify other matters related to crime prevention mutually agreed upon by the Superintendent and the local police department that has jurisdiction over the school property.[1]

#### Students With Disabilities

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[11][12][13][14]

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[11][12][15][13][14]

#### Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, 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. [16][1][4][17][18][19][20][14][6][7][8][9][10][21][22][23]

### Safe Schools Report

Annually, by July 31, the Superintendent shall report on the designated form, to the Office for Safe Schools, all new incidents as required by state law. [1]

Prior to submitting the Safe Schools report, the Superintendent and each police department having jurisdiction over school property shall do all of the following:

1. No later than thirty (30) days prior to the deadline for submitting the Safe Schools report to the Office for Safe Schools, the Superintendent shall submit the report to the police department that has jurisdiction over the relevant school property. The police department shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects police incident data.
2. No later than fifteen (15) days prior to the deadline for the Superintendent to submit the report to the Office for Safe Schools, the police department shall notify the Superintendent, in writing, whether the report accurately reflects police incident data. Where the police department determines that the report accurately reflects police incident data, the chief of police shall sign the report. Where the police department determines that the report does not accurately reflect police incident data, the police department shall indicate any discrepancies between the report and police incident data.
3. Where a police department fails to take action as required above, the Superintendent shall submit the report to the Office for Safe Schools and indicate that the police department failed to take the required action.

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Book Policy Manual  
Section 800 Operations  
le Child Abuse  
Number 806  
Status From PSBA  
Legal 1. 24 P.S. 1205.6  
2. 23 Pa. C.S.A. 6301 et seq  
3. Pol. 333  
4. Pol. 818  
5. 23 Pa. C.S.A. 6303  
6. 24 P.S. 111  
7. 23 Pa. C.S.A. 6344  
8. 18 Pa. C.S.A. 7508.2  
9. 42 Pa. C.S.A. 9799.12  
10. 42 Pa. C.S.A. 9799.24  
11. 23 Pa. C.S.A. 6311  
12. Pol. 302  
13. Pol. 304  
14. Pol. 305  
15. Pol. 306  
16. 23 Pa. C.S.A. 6344.3  
17. 23 Pa. C.S.A. 6344.4  
18. Pol. 309  
19. Pol. 916  
20. Pol. 317.1  
21. 24 P.S. 2070.1a  
22. Pol. 824  
23. 23 Pa. C.S.A. 6318  
24. 23 Pa. C.S.A. 6319  
25. 18 Pa. C.S.A. 4906.1  
26. 18 Pa. C.S.A. 4958  
27. 23 Pa. C.S.A. 6320  
28. 23 Pa. C.S.A. 6305  
29. 23 Pa. C.S.A. 6313  
30. 23 Pa. C.S.A. 6314  
31. 24 P.S. 1302.1-A  
32. 24 P.S. 1303-A  
33. 22 PA Code 10.2  
34. 22 PA Code 10.21  
35. 22 PA Code 10.22

36. Pol. 805.1  
37. 23 Pa. C.S.A. 6346  
38. 23 Pa. C.S.A. 6368  
24 P.S. 1301-A et seq  
22 PA Code 10.1 et seq  
24 P.S. 1527  
24 P.S. 2070.1a et seq  
18 Pa. C.S.A. 4304  
Pol. 317

### **Authority**

**The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.**<sup>[1][2][3][4]</sup>

### **Definitions**

**The following words and phrases, when used in this policy, shall have the meaning given to them in this section:**

**Adult - an individual eighteen (18) years of age or older.**<sup>[5]</sup>

**Bodily injury - impairment of physical condition or substantial pain.**<sup>[5]</sup>

**Certifications - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.**<sup>[6][7]</sup>

**Child - an individual under eighteen (18) years of age.**<sup>[5]</sup>

**Child abuse - intentionally, knowingly or recklessly doing any of the following:**<sup>[5]</sup>

1. **Causing bodily injury to a child through any recent act or failure to act.**
2. **Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.**
3. **Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.**
4. **Causing sexual abuse or exploitation of a child through any act or failure to act.**
5. **Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.**
6. **Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.**
7. **Causing serious physical neglect of a child.**

**8. Engaging in any of the following recent acts:**

- a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.
- b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.
- c. Forcefully shaking a child under one (1) year of age.
- d. Forcefully slapping or otherwise striking a child under one (1) year of age.
- e. Interfering with the breathing of a child.
- f. Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.  
[8]
- g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender or has been determined to be a sexually violent predator or sexually violent delinquent.[9][10]

**9. Causing the death of the child through any act or failure to act.**

The term child abuse does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term child abuse is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:

1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;
2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;
3. Is necessary for self-defense or defense of another;
4. Is necessary to prevent the child from self-inflicted physical harm; or
5. Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.

**Direct contact with children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]**

**Independent contractor - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5][11]**

**Perpetrator - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child-care services, a school or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third**

**degree of consanguinity or affinity by birth or adoption to the child. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.**[5]

**Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.**[5]

**Program, activity or service - any of the following in which children participate and which is sponsored by a school or a public or private organization:**[5]

1. **A youth camp or program.**
2. **A recreational camp or program.**
3. **A sports or athletic program.**
4. **A community or social outreach program.**
5. **An enrichment or educational program.**
6. **A troop, club or similar organization.**

**Recent act or failure to act - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.**[5]

**Routine interaction - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.**[5]

**School employee - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.**[5]

**Serious mental injury - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:**[5]

1. **Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.**
2. **Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.**

**Serious physical neglect - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:**[5]

1. **A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.**
2. **The failure to provide a child with adequate essentials of life, including food, shelter or medical care.**

**Sexual abuse or exploitation - any of the following:**[5]

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.

The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

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.

**Student** - an individual enrolled in a district school under eighteen (18) years of age.[5]

**Volunteer** - an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[11]

### Delegation of Responsibility

In accordance with Board policy, the Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][12][13][14][15]
2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[16][17][18]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[17]

Certification requirements for volunteers are addressed separately in Board Policy 916.[19]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

### Guidelines

### Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][20][3][4]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements. [21][20]
3. District policy related to reporting of suspected abuse and sexual misconduct.
4. Maintenance of professional and appropriate relationships with students.[22]

Employees are required to complete a minimum of three (3) hours of training every five (5) years.[1]

The district shall provide each volunteer with training on child abuse recognition and reporting.

### Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[11]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.
2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.
3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.
4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[11]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[11]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.[23]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[24]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[25]



Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[26]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[27]

### Reporting Procedures

School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies ([www.compass.state.pa.us/cwis](http://www.compass.state.pa.us/cwis)) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[28][11][29]

A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the school principal and if the initial report was made electronically, also provide the principal with a copy of the report confirmation. The school principal shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.[28][11][29]

When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the school principal with a copy of the report confirmation promptly after the written electronic report has been filed. The principal shall in turn provide a copy of the report confirmation to the Superintendent or designee.[28][11][29]

When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The school principal shall be notified whenever such photographs are taken.[30]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.[31][32][33][34][35][36]

### Investigation

The school principal shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.[11][37]

Upon notification that an investigation involves suspected child abuse by a school employee, the principal shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under

**investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.**[38]

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Book	Policy Manual
Section	800 Operations
File	Opening Exercises/Flag Displays
Number	807
Status	From PSBA
Legal	<u>1. 24 P.S. 771</u> <u>2. 22 PA Code 12.10</u> <u>3. 24 P.S. 1516.1</u>

### **Purpose**

The Board adopts this policy to ensure that all district schools comply with state and federal laws concerning flag displays and opening exercises while respecting the rights of individuals.

### **Authority**

A United States flag shall be displayed in classrooms and on or near each school building during school hours, **in clement** weather and at other times determined by the Board.[1]

District schools shall provide opening exercises that include a salute to the flag and/or recitation of the Pledge of Allegiance or the National Anthem.[1]

Students may decline to recite the Pledge of Allegiance or National Anthem and to salute the flag on the basis of personal belief or religious conviction. Students who choose to refrain from such participation shall respect the rights and interests of classmates who do participate.[1][2]

**The Board shall direct professional employees to conduct a brief period of silent prayer or meditation as part of daily opening exercises. Silent prayer or meditation shall not be conducted as a religious service or exercise.**[3]

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Book Policy Manual  
Section 800 Operations  
File Food Services  
Number 808  
Status From PSBA  
Legal

1. 2 CFR Part 200
2. 24 P.S. 1335
3. 24 P.S. 1337
4. 24 P.S. 504
5. 24 P.S. 807.1
6. 42 U.S.C. 1751 et seq
7. 42 U.S.C. 1773
8. 7 CFR Part 210
9. 7 CFR Part 215
10. 7 CFR Part 220
11. FNS Instruction 113-1 (USDA)
12. 42 U.S.C. 1760
13. 3 Pa. C.S.A. 5713
14. 42 U.S.C. 1758(h)
15. 7 CFR 210.13
16. 7 CFR 210.30
17. Pol. 246
18. Pol. 610
19. Pol. 626
20. 42 U.S.C. 1758
21. 7 CFR Part 245
22. 7 CFR 15b.40
23. Pol. 103.1
24. Pol. 113
25. Pol. 209.1
26. 7 CFR 220.7
27. 7 CFR 210.9
- P.L. 111-296
- 7 CFR Part 15
- Pol. 103

### Purpose

The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space

and time to eat meals during the school day.

### Authority

**The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).**[1][2][3][4][5][6][7][8][9][10]

**The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex, or disability.**[11]

Food sold by the school may be purchased by students and **district** employees **but** only for consumption on school premises. The price charged **to** students **shall be established annually by the district in compliance with state and federal laws.**[4][12]

**Nonprogram food shall be priced to generate sufficient revenues to cover the cost of such items. A nonprogram food shall be defined as a food or beverage, other than a reimbursable meal or snack, that is sold at the school and is purchased using funds from the child nutrition account. Nonprogram foods include but are not limited to adult meals and a-la-carte items. All revenue from the sale of nonprogram food shall accrue to the child nutrition program account.**[12]

### Delegation of Responsibility

Operation and supervision of the food service program shall be the responsibility of the Superintendent.

**The individual responsible for the operation and supervision of the food service program shall present to the Board each month for its approval a statement of receipts and expenditures for cafeteria funds.**[4]

Cafeterias **shall** be operated on a nonprofit basis. A periodic review of the cafeteria accounts shall be made by the Superintendent or designee monthly and the auditor annually.[3][4]

**The individual responsible for the operation and supervision of the food service program shall ensure that school meals meet the standards required by the School Breakfast Program, the National School Lunch Program and the Special Milk Program.**[2][3][4][6][7][8][9][10]

The Superintendent or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.[13][14][15][16]

The **Superintendent or designee shall annually notify students, parents/guardians, and employees concerning the contents of this policy and applicable administrative regulations. Notification shall include information related to nondiscrimination.**[11]

### Guidelines

To reinforce the district's commitment to nutrition **and student wellness**, foods served in school cafeterias shall:[17]

1. Be carefully selected to contribute to students' nutritional well-being and health.
2. Meet the nutrition standards specified in law and regulations **and approved by the Board.**
3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits.

4. Be served in age-appropriate quantities, at reasonable prices.

All funds derived from the operation, maintenance or sponsorship of the food service **program** shall be deposited in the **separate cafeteria fund**, in the same manner as other district funds. Such funds shall be expended in **the** manner approved and directed by the Board, but no amount shall be transferred from the **cafeteria fund** to any other account **or fund; however**, district advances to the food service program may be returned to the district's general fund from any surplus resulting from its operation.[4]

Surplus accounts shall be used only for the improvement and maintenance of the **cafeteria**. [4]

### Procurement

**Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.**[18][19]

### Free/Reduced-Price Meals and Free Milk

The district shall provide free and reduced-price meals **and/or free** milk to students in accordance with **the terms and conditions** of the National School Lunch Program, the School Breakfast Program, **and the Special Milk Program.**[20][21]

### Accommodating Students With Special Dietary Needs

**The district shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.** [22][23][24][25]

### School Food Safety Inspections

**The district shall obtain two (2) safety inspections per year in accordance with local, state, and federal laws and regulations.**[14][15][26]

**The district shall post the most recent inspection report and release a copy of the report to members of the public, upon request.**

### School Food Safety Program

**The district shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of foodborne illness among students.**[8][10][14]

**The district shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with applicable state and local laws and regulations and federal food safety requirements.**[15][26][27]

### Professional Standards for Food Service Personnel

**The district shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, professional standards include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.**[6][7][16]

### School Meal Accounts

**Individual accounts shall be assigned to each student for accounting purposes for the purchase of meals served in school cafeterias.**

**The Superintendent or designee shall develop and disseminate administrative regulations that establish procedures to control school meal accounts. Administrative regulations should include the following:**

- 1. Procedures for collecting money for individual student accounts which ensure that the identity of each student is protected.**
- 2. Method in which students and parents/guardians are notified when the student's account reaches a specified level. At least one (1) advance written warning shall be given to the student and parent/guardian.**
- 3. Procedures for providing students with meals when the student forgets or loses his/her money or when his/her account has insufficient funds.**

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Book Policy Manual  
Section 800 Operations  
Title Drug/Alcohol Testing - Covered Drivers  
Number 810.1  
Status From PSBA  
Legal 24 P.S. 510  
67 PA Code 71.3  
75 Pa. C.S.A. 3802  
49 CFR Part 382

### **Purpose**

**The Board recognizes that the use and abuse of drugs and alcohol is a serious problem that may be present in the workplace. The Board also recognizes that a covered driver impaired by drugs or alcohol who operates school buses or vehicles or transports students poses significant risks to the safety of students and others.**

### **Definition**

**A covered driver shall include any employee who drives, operates or is in the actual physical control or movement of a school bus, school vehicle, or a commercial vehicle owned, leased or operated by the contractor.**

### **Authority**

**The Board establishes that all contracted transportation providers shall provide a program of drug and alcohol testing for covered drivers. A statement ensuring such program shall be included in the contracted agreement.**

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Book Policy Manual  
Section 800 Operations  
Title Transportation - Video/Audio Recording  
Number 810.2  
Status From PSBA  
Legal 1. 75 Pa. C.S.A. 102  
2. 18 Pa. C.S.A. 5704  
3. 24 P.S. 510.2  
4. Pol. 113.4  
5. Pol. 216  
24 P.S. 510  
Pol. 218  
Pol. 805.1  
Pol. 810

### **Purpose**

**The use of video and audio recording equipment supports efforts to maintain discipline and to ensure the safety and security of all students, staff, contractors and others being transported on district-owned, operated, or contracted school buses or school vehicles.**

### **Definitions**

**School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[1]**

**School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[1]**

### **Authority**

**The Board authorizes the use of video and audio recording on school buses and school vehicles for disciplinary and security purposes.[2]**

**The Board prohibits the use of audio recording on any school bus or school vehicle that is not being used for a school-related purpose.[2]**

### **Delegation of Responsibility**

**The Board directs the Superintendent or designee to ensure that:**

- 1. Each school bus and school vehicle that is equipped with video and audio recording equipment contains a clearly posted notice informing drivers and passengers of the**

**potential for video and audio recording.[2]**

- 2. This policy is posted on the district's publicly accessible website.[2][3]**
- 3. Each school year, this policy is included in the student handbook and in any other district publication that sets forth the comprehensive rules, procedures and standards of conduct.[2]**

### **Guidelines**

**The district shall comply with the provisions of federal and state laws and regulations regarding student record requirements as applicable to the district's use and disclosure of recordings. Recordings considered part of a student's educational record shall be maintained in accordance with established student record procedures governing access, review and disclosure of student records.[4][5]**

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Book	Policy Manual
Section	800 Operations
File	Bonding
Number	811
Status	From PSBA
Legal	<u>1. 24 P.S. 409</u>
	<u>2. 24 P.S. 431</u>
	<u>3. 24 P.S. 436</u>
	<u>4. 24 P.S. 511</u>
	<u>5. 24 P.S. 684</u>

### **Purpose**

Prudent trusteeship of **district** resources dictates that employees responsible for the safekeeping of district funds be bonded.

### **Authority**

**The Board directs that** the district be indemnified against loss of money by bonding each employee required to be bonded by policy or by **law**. The Board shall bear the cost of bonds **for designated employees.**[1][2][3][4][5]

**Enumeration and valuation on such bonds shall be determined annually.**

### **Guidelines**

**All other employees shall be covered under a blanket bond.**

**The amount of each bond shall be commensurate with the financial responsibility of the position.**

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Book Policy Manual  
Section 800 Operations  
Title Property Insurance  
Number 812  
Status From PSBA  
Legal 1.24 P.S. 774

### **Purpose**

The Board recognizes its responsibility under law to insure the real **and personal** property of this school district.

### **Authority**

The Board has the authority and responsibility to provide adequate insurance coverage to protect the district's interests in its buildings and properties. **Such coverage shall insure for actual cost value and/or replacement cost.**<sup>[1]</sup>

In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided by the policy, and price of desired coverage.

**The Board shall appoint an insurance advisor, who may be the Agent of Record.**

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Book Policy Manual  
Section 800 Operations  
Title Other Insurance  
Number 813  
Status From PSBA  
Legal 1. 24 P.S. 513  
2. 24 P.S. 774  
3. 29 U.S.C. 1161-1169

### **Purpose**

Proper **school district** operation requires that adequate, basic insurance programs be provided for the protection of the district and **its** employees.

### **Authority**

The Board has the authority and responsibility to provide adequate insurance coverage to protect the district's interests.[1][2]

**The Board shall offer insurance coverage to administrators and regularly employed staff members in accordance with state and federal laws, and provisions of any applicable administrative compensation plan, individual contract, collective bargaining agreement, employee handbook, or Board resolution.**[1][2][3]

In placing insurance, the Board shall be guided by the service of an insurance agent and carrier, scope of coverage provided by the policy, price of desired coverage, and assurance of coverage.

**The Board shall appoint an insurance advisor, who may be the Agent of Record.**

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Book	Policy Manual
Section	800 Operations
Title	Copyright Material
Number	814
Status	From PSBA
Legal	<u>1. 17 U.S.C. 101 et seq</u>

### **Authority**

The Board **emphasizes** that **federal law** makes it illegal for anyone to duplicate copyrighted materials without permission. The Board **acknowledges** that severe penalties are provided for unauthorized copying of audio, visual, **software, online** or printed materials unless the copying falls within the bounds of the fair use doctrine.<sup>[1]</sup>

### **Definition**

Under the **fair use doctrine**, unauthorized reproduction of copyrighted materials is permissible for such purposes as criticism, comment, news reporting, teaching, scholarship or research. **In order for the duplication or alteration of** a product to fall within the bounds of fair use, four (4) standards must be met:

1. Purpose And Character Of The Use – The use must be for such purposes as teaching or scholarship and must be nonprofit.
2. Nature Of The Copyrighted Work – Staff may make single copies of: book chapters for use in research, instruction or preparation for teaching; articles from periodicals or newspapers; short stories, essays or poems; and charts, graphs, diagrams, drawings, cartoons or pictures from books, periodicals or newspapers.
3. Amount And Substantiality Of The Portion Used – Copying the whole of a work cannot be considered fair use; copying a small portion may be **considered fair use if appropriate** guidelines are followed.
4. Effect Of The Use Upon The Potential Market For Or Value Of The Copyrighted Work – If resulting economic loss to the copyright holder can be shown, making even a single copy of certain materials may be an infringement; and making multiple copies presents the danger of greater penalties.

### **Delegation of Responsibility**

Staff may make copies of copyrighted school district materials that fall within the **established administrative regulations. Where there is reason to believe the material to be copied does not fall within the administrative regulations, prior permission shall be obtained from the principal.**

**Staff members who fail to adhere to this policy may be held personally liable for copyright infringement.**

**Staff members shall be responsible for instructing students in fair copyright practices and academic integrity, including guidance on citing resources appropriately.**



Book Policy Manual

Section 800 Operations

File Acceptable Use of Internet, Computers and Network Resources

Number 815

Status From PSBA

Legal

1. 18 U.S.C. 2256
2. 18 Pa. C.S.A. 6312
3. 20 U.S.C. 6777
4. 47 U.S.C. 254
5. 18 Pa. C.S.A. 5903
6. Pol. 218
7. Pol. 233
8. Pol. 317
9. Pol. 103
10. Pol. 103.1
11. Pol. 104
12. Pol. 248
13. Pol. 348
14. Pol. 249
15. Pol. 218.2
16. 24 P.S. 4604
17. 24 P.S. 4610
18. 47 CFR 54.520
19. 24 P.S. 1303.1-A
20. Pol. 237
21. Pol. 814
22. 17 U.S.C. 101 et seq
- 24 P.S. 4601 et seq
- Pol. 220

### **Purpose**

The Board supports use of the computers, Internet and other network **resources** in the district's instructional and operational programs in order to facilitate learning, teaching and daily operations through interpersonal communications and access to information, research and collaboration.

**The district provides students, staff and other authorized individuals with access to the district's computers, electronic communication systems and network, which includes Internet access, whether wired or wireless, or by any other means.**

For instructional purposes, the use of network facilities shall be consistent with the curriculum adopted by the district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.



## Definitions

The term child pornography is defined under both federal and state law.

**Child pornography - under federal law, is any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where:[1]**

1. The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
3. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

**Child pornography - under state law, is any book, magazine, pamphlet, slide, photograph, film, videotape, computer depiction or other material depicting a child under the age of eighteen (18) years engaging in a prohibited sexual act or in the simulation of such act.[2]**

The term harmful to minors is defined under both federal and state law.

**Harmful to minors - under federal law, is any picture, image, graphic image file or other visual depiction that:[3][4]**

1. Taken as a whole, with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
2. Depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and
3. Taken as a whole lacks serious literary, artistic, political or scientific value as to minors.

**Harmful to minors - under state law, is any depiction or representation in whatever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse, when it:[5]**

1. Predominantly appeals to the prurient, shameful, or morbid interest of minors;
2. Is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and
3. Taken as a whole lacks serious literary, artistic, political, educational or scientific value for minors.

**Obscene - any material or performance, if:[5]**

1. The average person applying contemporary community standards would find that the subject matter taken as a whole appeals to the prurient interest;
2. The subject matter depicts or describes in a patently offensive way, sexual conduct described in the law to be obscene; and
3. The subject matter, taken as a whole, lacks serious literary, artistic, political, educational or scientific value.

**Technology protection measure - a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.[4]**

### **Authority**

The availability of access to electronic information does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet.

The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet or other network resources.

The Board declares that computer and network use is a privilege, not a right. The district's computer and network resources are the property of the district. Users shall have no expectation of privacy in anything they create, store, send, delete, receive or display on or over the district's Internet, computers or network resources, including personal files or any use of the district's Internet, computers or network resources. The district reserves the right to monitor, track, and log network access and use; monitor fileserver space utilization by district users; or deny access to prevent unauthorized, inappropriate or illegal activity and may revoke access privileges and/or administer appropriate disciplinary action. The district shall cooperate to the extent legally required with the Internet Service Provider (ISP), local, state and federal officials in any investigation concerning or related to the misuse of the district's Internet, computers and network resources.[6][7][8]

The Board requires all users to fully comply with this policy and to immediately report any violations or suspicious activities to the Superintendent or designee.

The Board establishes the following materials, in addition to those stated in law and defined in this policy, that are inappropriate for access by minors:[4]

1. Defamatory.
2. Lewd, vulgar, or profane.
3. Threatening.
4. Harassing or discriminatory.[9][10][11][12][13]
5. Bullying.[14]
6. Terroristic.[15]

The district reserves the right to restrict access to any Internet sites or functions it deems inappropriate through established Board policy, or the use of software and/or online server blocking. Specifically, the district operates and enforces a technology protection measure(s) that blocks or filters access to inappropriate matter by minors on its computers used and accessible to adults and students. The technology protection measure shall be enforced during use of computers with Internet access.[3][4][16]

Upon request by students or staff, the Superintendent or designee shall expedite a review and may authorize the disabling of Internet blocking/filtering software to enable access to material that is blocked through technology protection measures but is not prohibited by this policy.[16]

Upon request by students or staff, building administrators may authorize the temporary disabling of Internet blocking/filtering software to enable access for bona fide research or for other lawful purposes. Written permission from the parent/guardian is required prior to disabling Internet blocking/filtering software for a student's use. If a request for temporary disabling of Internet blocking/filtering software

is denied, the requesting student or staff member may appeal the denial to the Superintendent or designee for expedited review.[3][17]

### Delegation of Responsibility

The district shall make every effort to ensure that this resource is used responsibly by students and staff.

**The district shall inform staff, students, parents/guardians and other users about this policy through employee and student handbooks, posting on the district website, and by other appropriate methods. A copy of this policy shall be provided to parents/guardians, upon written request.[16]**

**Users of district networks or district-owned equipment shall, prior to being given access or being issued equipment, sign user agreements acknowledging awareness of the provisions of this policy, and awareness that the district uses monitoring systems to monitor and detect inappropriate use and tracking systems to track and recover lost or stolen equipment.**

**Student user agreements shall also be signed by a parent/guardian.**

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to **discern** among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use the information to meet their educational goals.

Students, staff **and other authorized individuals** have the responsibility to respect and protect the rights of every other user in the district and on the Internet.

Building administrators shall **make initial** determinations **of whether** inappropriate use **has occurred**.

The Superintendent or designee shall be responsible for **recommending** technology and **developing** procedures **used** to determine whether the district's computers are being used for purposes prohibited by law or for accessing sexually explicit materials. The procedures shall include but not be limited to:  
[3][4][18]

1. Utilizing a technology protection measure that blocks or filters Internet access for minors and adults to certain visual depictions that are obscene, child pornography, harmful to minors with respect to use by minors, or determined inappropriate for use by minors by the Board.
2. Maintaining and securing a usage log.
3. Monitoring online activities of minors.

The Superintendent or designee shall develop and implement administrative regulations that ensure students are educated on network etiquette and other appropriate online behavior, including:[4]

1. Interaction with other individuals on social networking websites and in chat rooms.
2. Cyberbullying awareness and response.[14][19]

### Guidelines

Network accounts shall be used only by the authorized owner of the account for its approved purpose. Network users shall respect the privacy of other users on the system.

### Safety

**It is the district's goal to protect users of the network** from harassment and unwanted or unsolicited **electronic** communications. Any network user who receives threatening or unwelcome electronic communications **or inadvertently visits or accesses an inappropriate site** shall report such immediately to a teacher or administrator. Network users shall not reveal personal information to other users on the network, including chat rooms, email, **social networking websites**, etc.

Internet safety measures shall effectively address the following:[4][18]

1. Control of access by minors to inappropriate matter on the Internet and World Wide Web.
2. Safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications.
3. Prevention of unauthorized online access by minors, including "hacking" and other unlawful activities.
4. Unauthorized disclosure, use, and dissemination of personal information regarding minors.
5. Restriction of minors' access to materials harmful to them.

### Prohibitions

**Users** are expected to act in a responsible, ethical and legal manner in accordance with district policy, accepted rules of network etiquette, and federal and state law. Specifically, the following uses are prohibited:

1. **Facilitating** illegal activity.
2. Commercial or for-profit purposes.
3. Nonwork or nonschool related work.
4. Product advertisement or political lobbying.
5. **Bullying/Cyberbullying**. [14][19]
6. Hate mail, discriminatory remarks, and offensive or inflammatory communication.
7. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
8. Accessing, **sending, receiving, transferring, viewing, sharing or downloading** obscene, pornographic, **lewd, or otherwise illegal materials, images or photographs**. [20]
9. Access by students and minors to material that is harmful to minors or is determined inappropriate for minors in accordance with Board policy.
10. Inappropriate language or profanity.
11. Transmission of material likely to be offensive or objectionable to recipients.
12. Intentional obtaining or modifying of files, passwords, and data belonging to other users.
13. Impersonation of another user, anonymity, and pseudonyms.
14. Fraudulent copying, communications, or modification of materials in violation of copyright laws. [21]

15. Loading or using of unauthorized games, programs, files, or other electronic media.
16. Disruption of the work of other users.
17. Destruction, modification, abuse or unauthorized access to network hardware, software and files
18. **Accessing the Internet, district computers or other network resources without authorization.**
19. **Disabling or bypassing the Internet blocking/filtering software without authorization.**
20. **Accessing, sending, receiving, transferring, viewing, sharing or downloading confidential information without authorization.**

### Security

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, these guidelines shall be followed:

1. Employees and students shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or employee's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

### Copyright

The illegal use of copyrighted materials is prohibited. Any data uploaded to or downloaded from the network shall be subject to fair use guidelines **and applicable laws and regulations.**[21][22]

### District Website

**The district shall establish and maintain a website and shall develop and modify its web pages to present information about the district under the direction of the Superintendent or designee. All users publishing content on the district website shall comply with this and other applicable district policies.**

**Users shall not copy or download information from the district website and disseminate such information on unauthorized web pages without authorization from the building principal.**

### Consequences for Inappropriate Use

The network user shall be responsible for damages to the equipment, systems, and software resulting from deliberate or willful acts.[16]

Illegal use of the network; intentional deletion or damage to files or data belonging to others; copyright violations; and theft of services shall be reported to the appropriate legal authorities for possible prosecution.

General rules for behavior and communications apply when using the Internet, in addition to the stipulations of this policy.

Vandalism **shall** result in **loss** of access privileges, **disciplinary action, and/or legal proceedings.** **Vandalism** is defined as any malicious attempt to harm or destroy data of another user, Internet or

other networks; this includes but is not limited to uploading or creating computer viruses.

**Failure to comply with this policy or inappropriate use of the Internet, district network or computers shall result in usage restrictions, loss of access privileges, disciplinary action, and/or legal proceedings.**[6][7][8]

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Book Policy Manual  
Section 800 Operations,  
le Contracted Services  
Number 818  
Status From PSBA  
Legal 1. 24 P.S. 1205.6  
2. 24 P.S. 111  
3. 23 Pa. C.S.A. 6344  
4. 24 P.S. 111.1  
5. 23 Pa. C.S.A. 6344.3  
6. Pol. 610  
7. 24 P.S. 2070.1a et seq  
8. Pol. 806  
22 PA Code 8.1 et seq  
23 Pa. C.S.A. 6301 et seq

### **Purpose**

In its effort to provide cost-effective programs, the Board may need to utilize contracted services. The **district shall monitor** and evaluate such services to assure their effectiveness. This policy is **adopted** to assist the Board in **procuring** and maintaining qualified and legally certified services.

### **Definition**

**Direct Contact with Children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]**

### **Authority**

The Board is required by law to ensure that independent contractors and their employees comply with the mandatory background check requirements for criminal history and child abuse.[2][3]

### **Guidelines**

**Independent contractors shall conduct an employment history review, in compliance with state law, prior to issuing an offer of employment to a candidate or prior to assignment of a current employee to perform work for the district. Failure to accurately report required information shall subject the candidate or employee to discipline up to, and including, denial of employment or termination if already hired; and may subject the candidate or employee to civil and criminal penalties. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current employee and may report the information as permitted by law.[4]**

Independent contractors and their employees shall not **be employed** until **each** 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.[2][3]

**Independent contractors and their employees shall report, on the designated form, all arrests and convictions as specified on the form. Independent contractors and their employees 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/contract, termination if already hired/contracted, and/or criminal prosecution.[2]**

**All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district, and who have direct contact with children, to notify the contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Employees shall also be required to report to the contractor, within seventy-two (72) hours of notification, that the employee has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.[2][5]**

**If the contractor receives notice of such arrest or conviction notification that the employee has been listed as a perpetrator in the Statewide database, from either the employee or a third party, the contractor shall immediately report, in writing, that information to the school district.**

**Mandatory background check requirements for criminal history and child abuse shall be included in all bidding specifications for contracted services.[6]**

**Language shall be included in all bidding specifications for contracted services notifying independent contractors that failure to comply with this policy and the requirements for background checks and reporting of employee misconduct by an independent contractor shall lead to cancellation of the contract.**

**Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1]**

- 1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.**
- 2. Provisions of the Educator Discipline Act, including mandatory reporting requirements. [7]**
- 3. District policy related to reporting of suspected abuse and sexual misconduct.[8]**
- 4. Maintenance of professional and appropriate relationships with students.**

**Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.[1]**

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9. Pol. 236  
10. Pol. 333  
11. Pol. 113  
12. Pol. 113.2  
13. Pol. 113.3  
14. Pol. 114  
15. Pol. 117  
16. Pol. 204  
Pol. 146  
Pol. 805

### **Purpose**

**The Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; establish methods of prevention, intervention, and response to suicide or suicide attempt; and to promote access to suicide awareness and prevention resources.**[1][2][3][4][5]

### **Authority**

**In compliance with state law and regulations, and in support of the district's suicide prevention measures, information received in confidence from a student may be revealed to the student's parents/guardians, the building principal or other appropriate authority when the health, welfare or safety of the student or any other person is deemed to be at risk.**[6][7][8][9]

### **Guidelines**

**The district shall utilize a multifaceted approach to suicide prevention which integrates school and community-based supports.**

The district shall notify district employees, students and parents/guardians of this policy and shall post the policy on the district's website.[1]

## **SUICIDE AWARENESS AND PREVENTION EDUCATION[1]**

### **Protocols for Administration of Student Education**

Students shall receive age-appropriate education on the importance of safe and healthy choices, coping strategies, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others including how to engage school resources and refer friends for help.

Lessons shall contain information on comprehensive health and wellness, including emotional, behavioral and social skills development.

### **Protocols for Administration of Employee Education**

All district employees, including but not limited to secretaries, coaches, bus drivers, custodians and cafeteria workers, shall receive information regarding risk factors, warning signs, response procedures, referrals, and resources regarding youth suicide prevention.

As part of the district's professional development plan, professional educators in school buildings serving students in grades six (6) through twelve (12) shall participate in four (4) hours of youth suicide awareness and prevention training every five (5) years.[1][10]

Additional professional development in risk assessment and crisis intervention shall be provided to guidance counselors, district mental health professionals and school nurses.

### **Resources for Parents/Guardians**

The district may provide parents/guardians with resources including, but not limited to, health promotion and suicide risk, including characteristics and warning signs; and information about local behavioral/mental health resources.

## **METHODS OF PREVENTION[1]**

The methods of prevention utilized by the district include, but are not limited to, early identification and support for students at risk; education for students, staff and parents/guardians; and delegation of responsibility for planning and coordination of suicide prevention efforts.

### **Suicide Prevention Coordinators**

#### ***District-Wide –***

A district-wide suicide prevention coordinator shall be designated by the Superintendent. This may be an existing district employee. The district suicide prevention coordinator shall be responsible for planning and coordinating implementation of this policy.

#### ***Building Level –***

Each building principal shall designate a school suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and policy implementation. This may be an existing district employee.

### **Early Identification Procedures**

Early identification of individuals with one (1) or more suicidal risk factors or of individuals exhibiting warning signs, is crucial to the district's suicide prevention efforts. To promote

awareness, district employees, students and parents/guardians should be educated about suicidal risk factors and warning signs.

Risk factors refer to personal or environmental characteristics that are associated with suicide including, but not limited to:

- **Behavioral Health Issues/Disorders:**
  - **Depression.**
  - **Substance abuse or dependence.**
  - **Previous suicide attempts.**
  - **Self injury.**
- **Personal Characteristics:**
  - **Hopelessness/Low self-esteem.**
  - **Loneliness/Social alienation/isolation/lack of belonging.**
  - **Poor problem-solving or coping skills.**
  - **Impulsivity/Risk-taking/recklessness.**
- **Adverse/Stressful Life Circumstances:**
  - **Interpersonal difficulties or losses.**
  - **Disciplinary or legal problems.**
  - **Bullying (victim or perpetrator).**
  - **School or work issues.**
  - **Physical, sexual or psychological abuse.**
  - **Exposure to peer suicide.**
- **Family Characteristics:**
  - **Family history of suicide or suicidal behavior.**
  - **Family mental health problems.**
  - **Divorce/Death of parent/guardian.**
  - **Parental-Child relationship.**

Warning signs are indications that someone may be in danger of suicide, either immediately or in the near future. Warning signs include, but are not limited to:

- **Expressions such as hopelessness, rage, anger, seeking revenge, feeling trapped, anxiety, agitation, no reason to live or sense of purpose.**
- **Recklessness or risky behavior.**
- **Increased alcohol or drug use.**

- **Withdrawal from friends, family, or society.**
- **Dramatic mood changes.**

### **Referral Procedures**

**Any district employee who has identified a student with one (1) or more risk factors or who has an indication that a student may be contemplating suicide, shall refer the student for further assessment and intervention.**

### **Documentation**

**The district shall document the reasons for referral, including specific warning signs and risk factors identified as indications that the student may be at risk.**

## **METHODS OF INTERVENTION[1]**

**The methods of intervention utilized by the district include, but are not limited to, responding to suicide threats, suicide attempts in school, suicide attempts outside of school, and completed suicide. Suicide intervention procedures shall address the development of an emotional or mental health safety plan for students identified as being at increased risk of suicide.**

### **Procedures for Students at Risk**

**A district-approved suicide assessment instrument may be used by trained mental health staff such as counselors, psychologists and social workers.**

**Parents/Guardians of a student identified as being at risk of suicide shall be notified by the school. If the school suspects that the student's risk status is the result of abuse or neglect school staff shall immediately notify Children and Youth Services.[5]**

**The district shall identify mental health service providers to whom students can be referred for further assessment and assistance.**

**Mental health service providers – may include, but not be limited to, hospital emergency departments, psychiatric hospitals, community mental health centers, psychiatrists, psychologists, social workers, and primary care providers.**

**The district shall create an emotional or mental health safety plan to support a student and the student's family if the student has been identified as being at increased risk of suicide.**

### **Students With Disabilities**

**For students with disabilities who are identified as being at risk for suicide or who attempt suicide, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[2][11][12][13][14]**

**If a student is identified as being at risk for suicide or attempts suicide and the student may require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[2][11][12][13][14]**

### **Documentation**

**The district shall document observations, recommendations and actions conducted throughout the intervention and assessment process including verbal and written communications with students, parents/guardians and mental health service providers.**

The Superintendent or designee shall develop administrative regulations providing recommended guidelines for responding to a suicide threat.

#### **METHODS OF RESPONSE TO SUICIDE OR SUICIDE ATTEMPT[1]**

The methods of response to a suicide or a suicide attempt utilized by the district include, but are not limited to:

1. Identifying and training the school crisis response/crisis intervention team.
2. Determining the roles and responsibilities of each crisis response team member.
3. Notifying students, employees and parents/guardians.
4. Working with families.
5. Responding appropriately to the media.
6. Collaborating with community providers.

The Superintendent or designee shall develop administrative regulations with recommended guidelines for responding to a suicidal act or attempt on school grounds or during a school-sponsored event.

#### **Re-Entry Procedures**

A student's excusal from school attendance after a mental health crisis and the student's return to school shall be consistent with state and federal laws and regulations.[2][11][12][13][15][16]

The district-employed mental health professional, the building principal or suicide prevention coordinator shall meet with the parents/guardians of a student returning to school after a mental health crisis, and, if appropriate, meet with the student to discuss re-entry and applicable next steps to ensure the student's readiness to return to school.

When authorized by the student's parent/guardian, the designated district employee shall coordinate with the appropriate outside mental health care providers.

The designated district employee will periodically check in, as needed, with the student to facilitate the transition back into the school community and address any concerns.

#### **REPORT PROCEDURES[1]**

Effective documentation assists in preserving the safety of the student and ensuring communication among school staff, parents/guardians and mental health service providers.

When a district employee takes notes on any conversations or situations involving or relating to an at-risk student, the notes should contain only factual or directly observed information, not opinions or hearsay.

As stated in this policy, district employees shall be responsible for effective documentation of incidents involving suicide prevention, intervention and response.

The suicide prevention coordinator shall provide the Superintendent with a copy of all reports and documentation regarding the at-risk student. Information and reports shall be provided, as appropriate, to guidance counselors, district mental health professionals and school nurses.

#### **SUICIDE AWARENESS AND PREVENTION RESOURCES[1]**

**A listing of resources regarding suicide awareness and prevention shall be attached to this policy.**

819-Attach.doc (50 KB)

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Pol. 123.2

### **Purpose**

**The Board is committed to providing a safe and healthy environment for the school community.**

**Maintaining automated external defibrillator (AED) units and staff trained in cardiopulmonary resuscitation (CPR) in the schools enables responders to deliver early defibrillation and resuscitation to victims.**

### **Authority**

**Except in extenuating circumstances, each school shall have one (1) person certified in the use of cardiopulmonary resuscitation (CPR) during regular school hours when school is in session and students are present.[1]**

**The automated external defibrillator (AED) units are owned by the district and shall be properly maintained and located in secure and accessible locations.**

**The automated external defibrillator (AED) units shall be used in accordance with approved district procedures.**

### **Guidelines**

**A Core Team shall be trained in CPR and AED procedures by completing a training program offered by approved providers. Members of the team shall be provided opportunities for annual training and retraining.**

**Written guidelines for medical emergencies related to the use of automated external defibrillator (AED) units shall be provided to all members of the core team.**

**Responders' use of automated external defibrillator (AED) units shall not replace the care provided by emergency medical services (EMS) providers. Patient care shall be transferred to the EMS providers upon their arrival.**

### **Delegation of Responsibility**

**The Superintendent or designee shall develop and disseminate administrative regulations that detail the use of automated external defibrillator (AED) units.**

**Automated external defibrillator (AED) units may be used by all members of the district's core team who have successfully completed training and any trained volunteer who has a current course completion card.**

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5. 22 PA Code 10.21  
6. 22 PA Code 10.22  
7. 24 P.S. 1302.1-A  
8. 24 P.S. 1303-A  
 9. Pol. 227  
 10. Pol. 805.1  
11. 22 PA Code 10.25  
 12. Pol. 236  
13. 42 Pa. C.S.A. 8547  
14. 42 Pa. C.S.A. 8548

### **Authority**

**As a means of enhancing the health and safety of its students, staff and visitors, the district may obtain, maintain and administer doses of an opioid antagonist and other facilities, specifically Naloxone, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing an opioid overdose.[1][2]**

### **Definitions**

**Drug overdose - shall mean an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. An individual's condition may be deemed to be a drug overdose if a prudent person, possessing an average knowledge of medicine and health, would reasonably believe that the condition is in fact a drug overdose and requires immediate medical attention.[1]**

**Naloxone - shall mean a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.**

**Opioid - shall mean illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone, hydrocodone, fentanyl, dromorphone, and buprenorphine.**

### **Delegation of Responsibility**

The Superintendent or designee, in consultation with the school nurse(s) and the school physician, shall establish appropriate internal procedures for the acquisition, stocking and administration of Naloxone and related emergency response procedures pursuant to this policy.

The school physician shall be the prescribing and supervising medical professional for the district's stocking and use of Naloxone. The Superintendent or designee shall obtain a standing order from the school physician for administration of Naloxone.

The school nurse shall be responsible for building-level administration of Naloxone and management of Naloxone stocks.

### Guidelines

The school nurse shall develop a plan for annually informing all parents/guardians, students and staff about this policy and specifically:

1. The availability of Naloxone to treat opioid drug overdoses and what it does;
2. The symptoms of opioid drug overdoses;
3. How students and staff should report suspected overdoses;
4. The protection from criminal prosecution provided by law for persons who report a suspected overdose using their real name and remain with the overdosing person until emergency medical services (EMS) or law enforcement arrive, as well as for the person whose overdose they report; and<sup>[1][2]</sup>
5. The protection from civil liability provided by law for persons who report overdoses or administer Naloxone in overdose emergencies.<sup>[1][2]</sup>

### Standing Order From the School Physician

The school physician shall provide and annually renew a standing order for administration of Naloxone to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose.

The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and auto-injector).
2. Date of issue.
3. Dosage.
4. Signature of the school physician.

The standing order shall be maintained in the Superintendent's office, and copies of the standing order shall be kept in each location where Naloxone is stored.

### Training

Before any school district employee may have custody of Naloxone or administer Naloxone under this policy, the employee must successfully complete an online Pennsylvania Department of Health training program about recognizing opioid-related overdoses, administering Naloxone and promptly seeking medical attention for drug overdoses. Evidence that such training has been completed shall be placed in the employee's personnel file.<sup>[2][3]</sup>

A list of school district employees who successfully complete such training shall be maintained, updated and kept in the school nurse's office and the school district administration office.

### Acquisition, Storage and Disposal

Naloxone shall be safely stored in the school nurse's office or other location designated by the school nurse in accordance with the drug manufacturer's instructions.

Naloxone shall be made readily accessible to those employees who have completed the required training to administer it in the event of a suspected drug overdose. All properly trained employees shall be informed of the exact location where Naloxone is being stored within the school nurse's office or other location.

The school nurse shall obtain sufficient supplies of Naloxone pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh Naloxone stocks, and maintain records thereof, in accordance with the established internal procedures, manufacturer recommendations and Department of Health Guidelines.

### Administration of Naloxone

When responding to a suspected drug overdose, district employees shall follow the steps outlined below:

1. Call for medical help immediately (Dial 9-1-1).
2. Check for signs of opioid overdose.
3. Perform initial rescue breathing (or CPR if needed), as instructed in training.
4. Administer Naloxone, as instructed in training.
5. Continue rescue breathing (or CPR if needed), as instructed in training.
6. Administer second dose of Naloxone if needed, as instructed in training.
7. Place in recovery position, as instructed in training.
8. Stay with the individual until emergency medical help arrives.
9. Cooperate with EMS personnel responding to the incident.
10. Notify the building administrator or designee of the incident.

### Referral to Law Enforcement and Parental Notification

The Superintendent or designee shall immediately report incidents involving the use of controlled substances 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.<sup>[10][4][5][6][7][8][9]</sup>

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving use of controlled substances immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or

may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[10][11][4][9]

#### **Referral to Student Assistance Program**

Any student who experiences a drug overdose shall be referred to the district's Student Assistance Program.[12]

#### **Indemnification**

The school district shall indemnify and hold harmless any employee who administers Naloxone in good faith to another individual experiencing a suspected drug overdose, if all of these conditions apply:[13][14][2]

1. The employee did not act with the intent to harm or with reckless indifference to a substantial risk or harm in administering Naloxone to that individual.
2. The employee successfully completed the training contemplated by this policy.
3. The employee promptly sought additional medical assistance before or immediately after administering Naloxone.
4. The employee is administering Naloxone pursuant to this policy.

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9. 24 P.S. 2070.9a  
10. Pol. 317.1  
11. 24 P.S. 1302.1-A  
12. 24 P.S. 1303-A  
13. 22 PA Code 10.2  
14. 22 PA Code 10.21  
15. 22 PA Code 10.22  
16. Pol. 805.1  
17. Pol. 348  
18. Pol. 317  
19. 18 Pa. C.S.A. 3124.2  
20. 24 P.S. 2070.9f  
22 PA Code 235.1 et seq  
24 P.S. 2070.1a et seq  
23 Pa. C.S.A. 6301 et seq

### **Authority**

**This policy applies to district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such individuals are referred to collectively as adults. The term adults as used in this policy, does not include district students who perform services on a volunteer or compensated basis.**

**All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.**

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

### Definition

For purposes of this policy, legitimate educational reasons include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's job duties.

### Delegation of Responsibility

The Superintendent or designee shall annually inform students, parents/guardians, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy.[2]

### Guidelines

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

### Prohibited Conduct

#### *Romantic or Sexual Relationships -*

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.[19][20]

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.
2. Romantic flirtation, propositions, or sexual remarks.
3. Sexual slurs, leering, epithets, sexual or derogatory comments.
4. Personal comments about a student's body.
5. Sexual jokes, notes, stories, drawings, gestures or pictures.
6. Spreading sexual or romantic rumors.
7. Touching a student's body or clothes in a sexual or intimate way.

8. **Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.**
9. **Restricting a student's freedom of movement in a sexually intimidating or provocative manner.**
10. **Displaying or transmitting sexual objects, pictures, or depictions.**

### ***Social Interactions -***

**In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.**

**Examples of prohibited conduct that violates professional boundaries include, but are not limited to:**

1. **Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.**
2. **Exchanging notes, emails or other communications of a personal nature with a student.**
3. **Giving personal gifts, cards or letters to a student without written approval from the building principal.**
4. **Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).**
5. **Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.**
6. **Taking a student out of class without a legitimate educational reason.**
7. **Being alone with a student behind closed doors without a legitimate educational reason.**
8. **Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.**
9. **Sending or accompanying a student on personal errands.**
10. **Inviting a student to the adult's home.**
11. **Going to a student's home without a legitimate educational reason.**
12. **Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.**
13. **Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal.**
14. **Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.**
15. **Telling a student personal secrets or sharing personal secrets with a student.**
16. **For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students**

to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.

17. **Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.**
18. **Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[3][4][5]**

### ***Electronic Communications -***

**For purposes of this policy, electronic communication shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.**

**As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.**

**Electronic communication with students shall be for legitimate educational reasons only.**

**When available, district-provided email or other district-provided communication devices shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices shall be in accordance with district policies and procedures.[6]**

**All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director.**

**Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.**

### **Exceptions**

**An emergency situation or a legitimate educational reason may justify deviation from professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student.**

**Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.**

**There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.**

**It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose participants may include district students. Such community involvement is**



commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

### Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall immediately notify the Superintendent, principal or other administrator.[5]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[7][8]

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.[9][10]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[7][9][11][12][13][14][15][10][16][8]

It is a violation of this policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.

### Investigation

Allegations of inappropriate conduct shall be promptly investigated in accordance with the procedures utilized for complaints of harassment.[5][17]

It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the reporter or any witnesses. If as the result of an investigation any individual, including the reported adult, the reporter, or a witness is found to have intentionally provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and district policies. Obstruction includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.

### Disciplinary Action

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.[18]

A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.

### Training

**The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.**

**The district, at its sole discretion, may require independent contractors and their employee who interact with students or are present on school grounds to receive training on this policy and related procedures.**

Last Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
 Section 800 Operations  
 Title Conflict of Interest  
 Number 827  
 Status From PSBA  
 Legal 1. 65 Pa. C.S.A. 1101 et seq  
2. Pol. 004  
3. 51 PA Code 15.2  
4. 65 Pa. C.S.A. 1104  
5. 2 CFR 200.318  
 6. Pol. 322  
7. 2 CFR 200.112  
 8. Pol. 317  
 Pol. 011  
 Pol. 319  
 Pol. 609  
 Pol. 702

### Purpose

**This policy shall affirm standards of conduct established to ensure that Board members and employees avoid potential and actual conflicts of interest, as well as the perception of a conflict of interest.**

### Definitions

**Confidential information shall mean information not obtainable from reviewing a public document or from making inquiry to a publicly available source of information.[1]**

**Conflict or Conflict of interest shall mean use by a Board member or district employee of the authority of his/her office or employment, or any confidential information received through his/her holding public office or employment, for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term does not include an action having a de minimis economic impact, or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the Board member or district employee, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.[1]**

**De minimis economic impact shall mean an economic consequence which has an insignificant effect.[1]**

**Financial interest shall mean any financial interest in a legal entity engaged in business for profit which comprises more than five percent (5%) of the equity of the business or more than five percent (5%) of the assets of the economic interest in indebtedness.[1]**

**Honorarium shall mean payment made in recognition of published works, appearances, speeches and presentations, and which is not intended as consideration for the value of such services which are nonpublic occupational or professional in nature. The term does not include tokens presented or provided which are of de minimis economic impact.[1]**

**Immediate family shall mean a parent, parent-in-law, spouse, child, spouse of a child, brother, brother-in-law, sister, sister-in-law, or the domestic partner of a parent, child, brother or sister.[1]**

**Business partner shall mean a person who, along with another person, plays a significant role in owning, managing, or creating a company in which both individuals have a financial interest in the company.**

### **Delegation of Responsibility**

**Each employee and Board member shall be responsible to maintain standards of conduct that avoid conflicts of interest. The Board prohibits members of the Board and district employees from engaging in conduct that constitutes a conflict of interest as outlined in this policy.**

### **Guidelines**

**All Board members and employees shall be provided with a copy of this policy and acknowledge in writing that they have been made aware of it. Additional training shall be provided to designated individuals.**

### **Disclosure of Financial Interests**

**No Board member shall be allowed to take the oath of office or enter or continue upon his/her duties, nor shall s/he receive compensation from public funds, unless s/he has file a statement of financial interests as required by law.[2]**

**The district solicitor and designated district employees shall file a statement of financial interests as required by law and regulations.[3][4]**

### **Standards of Conduct**

**The district maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees and Board members engaged in the selection, award and administration of contracts.[5]**

**No employee or Board member may participate in the selection, award or administration of a contract supported by a federal award if s/he has a real or apparent conflict of interest as defined above, as well as any other circumstance in which the employee, Board member, any member of his/her immediate family, his/her business partner, or an organization which employs or is about to employ any of them, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.[5]**

**The district shall not enter into any contract with a Board member or employee, or his/her spouse or child, or any business in which the person or his/her spouse or child is associated valued at \$500 or more, nor in which the person or spouse or child or business with which associated is a subcontractor unless the Board has determined it is in the best interests of the district to do so, and the contract has been awarded through an open and public process, including prior public notice and subsequent public disclosure of all proposals considered and contracts awarded. In such a case, the Board member or employee shall not have any supervisory or overall responsibility for the implementation or administration of the contract.[1]**

When advertised formal bidding is not required or used, an open and public process shall include at a minimum:

1. Public notice of the intent to contract for goods or services;
2. A reasonable amount of time for potential contractors to consider whether to offer quotes; and
3. Post-award public disclosure of who made bids or quotes and who was chosen.

Any Board member or employee who in the discharge of his/her official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his/her interest as a public record in a written statement to be attached to the Board minutes.[1]

No public official or public employee shall accept an honorarium.[1]

Board members and employees may neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value. Gifts of a nominal value may be accepted in accordance with Board policy.[5][6]

#### Improper Influence

No person shall offer or give to a Board member, employee or nominee or candidate for the Board, or a member of his/her immediate family or a business with which s/he is associated, anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment based on the offeror's or donor's understanding that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.[1]

No Board member, employee or nominee or candidate for the Board shall solicit or accept anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment, based on any understanding of that Board member, employee or nominee or candidate that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.[1]

#### Organizational Conflicts

Organizational conflicts of interest may exist when due to the district's relationship with a subsidiary, affiliated or parent organization that is a candidate for award of a contract in connection with federally funded activities, the district may be unable or appear to be unable to be impartial in conducting a procurement action involving a related organization.  
[5]

In the event of a potential organizational conflict, the potential conflict shall be reviewed by the Superintendent or designee to determine whether it is likely that the district would be unable or appear to be unable to be impartial in making the award. If such a likelihood exists, this shall not disqualify the related organization; however, the following measures shall be applied:

1. The organizational relationship shall be disclosed as part of any notices to potential contractors;
2. Any district employees or officials directly involved in the activities of the related organization are excluded from the selection and award process;

3. A competitive bid, quote or other basis of valuation is considered; and
4. The Board has determined that contracting with the related organization is in the best interests of the program involved.

### **Reporting Conflicts of Interest**

Any perceived conflict of interest that is detected or suspected by any employee or third party shall be reported to the Superintendent. If the Superintendent is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Board President.

Any perceived conflict of interest of a Board member that is detected or suspected by any employee or third party shall be reported to the Board President. If the Board President is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Superintendent, who shall report the incident to the solicitor.

No reprisals or retaliation shall occur as a result of good faith reports of conflicts of interest.

The Superintendent or designee shall report in writing to the federal awarding agency or pass-through entity any potential conflict of interest related to a federal award, in accordance with federal awarding agency policy.[7]

### **Investigation**

Investigations based on reports of perceived violations of this policy shall comply with state and federal laws and regulations. No person sharing in the potential conflict of interest being investigated shall be involved in conducting the investigation or reviewing its results.

In the event an investigation determines that a violation of this policy has occurred, the violation shall be reported to the federal awarding agency in accordance with that agency's policies.[7]

### **Disciplinary Actions**

If an 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.

Violations of this policy may result in disciplinary action up to and including discharge, fines and possible imprisonment. Disciplinary actions shall be consistent with Board policies, procedures, applicable collective bargaining agreements and state and federal laws.[8]

Last Modified by Tammy Medellin on January 23, 2017

Book Policy Manual  
 Section 800 Operations  
 Title Fraud  
 Number 828  
 Status From PSBA  
 Legal 1. 43 P.S. 1423  
2. 18 U.S.C. 1513  
 3. Pol. 317  
43 P.S. 1421 et seq  
15 U.S.C. 7201 et seq

### **Authority**

The Board expects all Board members, district employees, volunteers, consultants, vendors, contractors and other parties that maintain a relationship with the school district to act with integrity, due diligence, and in accordance with law in their duties involving the district's resources. The Board is entrusted with public funds, and no one connected with the district shall do anything to erode that trust.

### **Definitions**

**Fraud, financial improprieties, or irregularities** include but are not limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the district.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
3. Misappropriation of funds, securities, supplies, or other assets.
4. Impropriety in handling money or reporting financial transactions.
5. Profiteering because of insider information of district information or activities.
6. Disclosure of confidential and/or proprietary information to outside parties.
7. Acceptance or seeking of anything of material value, other than items used in the normal course of advertising, from contractors, vendors, or persons providing services to the district.
8. Destruction, removal, or inappropriate use of district records, furniture, fixtures, or equipment.
9. Failure to provide financial records to authorized state or local entities.
10. Failure to cooperate fully with any financial auditors, investigators or law enforcement.
11. Other dishonest or fraudulent acts involving district monies or resources.

### **Delegation of Responsibility**

The **Superintendent or designee** shall be responsible to implement and maintain a system of internal controls designed to prevent and detect **potential risks**, fraud, financial impropriety, or fiscal irregularities within the district, **subject to review and approval by the Board.**

District administrators are responsible **to be** alert to an indication of fraud, financial impropriety, or irregularity within their areas of responsibility.

**The Superintendent shall recommend to the Board for its approval completion of a forensic audit when it is deemed necessary and beneficial to the district.**

#### Reporting

**All employees shall be alert for any indication of fraud, financial impropriety or irregularity within their area of responsibility.**

An employee who suspects fraud, impropriety, or irregularity shall immediately report his/her suspicions to the Superintendent.

If the report involves the Superintendent, the employee shall report his/her suspicions to the **Board President who shall be responsible to conduct an investigation in place of the Superintendent.**

Employees who bring forth a legitimate concern or suspicion about a potential impropriety shall **not be** retaliated **against**. Those who do retaliate against such an employee shall be subject to disciplinary action.[1][2][3]

#### Investigation

The **Superintendent shall investigate reports of fraudulent activities in a manner that protects the confidentiality of all parties and the facts, in cooperation with appropriate individuals and agencies.**

If an investigation substantiates the occurrence of a fraudulent activity, the **Superintendent shall issue** a report to the Board and **designated individuals.**

**The final disposition of the matter regarding employee discipline and decision to file a criminal complaint or refer the matter to law enforcement and/or a regulatory agency for independent investigation shall be determined by the Board and Superintendent in consultation with legal counsel.**

**Results of an investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate right to know, until the results are made public.**

Last Modified by Tammy Medellin on January 23, 2017



Book Policy Manual  
Section 800 Operations  
e Breach of Computerized Personal Information  
Number 830  
Status From PSBA  
Legal 1. 73 P.S. 2301 et seq  
2. 73 P.S. 2302  
3. Pol. 801  
4. 73 P.S. 2303  
15 U.S.C. 1681a

### **Purpose**

**With the increased reliance upon electronic data, and the maintenance of personal information of students and employees in electronic format, the Board is concerned about the risk of a breach in the district's electronic system security and the possible disclosure of personal information. This policy addresses the manner in which the district will respond to unauthorized access and acquisition of computerized data that compromises the security and confidentiality of personal information.**

### **Authority**

**The Board directs that district administrators shall provide appropriate notification of any computerized system security breach to any state resident whose unencrypted and unredacted personal information was or is reasonably believed to have been accessed or acquired by unauthorized persons.[1]**

### **Definitions**

**Breach of the system's security - unauthorized access and acquisition of computerized data that materially compromises the security or confidentiality of personal information maintained by the district as part of the database of personal information regarding multiple individuals and that the district reasonably believes has caused or will cause loss or injury to any state resident. Good faith acquisition of personal information by an employee or agent of the school district for the purpose of the district is not a breach of the security of the system if the personal information is not used for a purpose other than the lawful purpose of the district and is not subject to further unauthorized disclosure.[2]**

**Individual - means any natural person, not an entity or company.**

**Personal information - includes an individual's first initial and last name in combination with and linked to any one or more of the following, when not encrypted or redacted:[2]**

- 1. Social security number.**
- 2. Driver's license number or state identification card number issued instead of a driver's license.**
- 3. Financial account number, credit or debit card number, in combination with any required security code, access code or password that would permit access to an individual's financial account.**

**Personal information does not include publicly available information that is lawfully made available to the general public from federal, state or local government records.[3]**

**Records - means any material, regardless of its physical form, on which information is recorded or preserved by any means, including written or spoken words, graphically depicted, printed or electromagnetically transmitted. This term does not include publicly available directories containing information that an individual has voluntarily consented to have publicly disseminated or listed, such as name, address or telephone number.[2]**

### **Delegation of Responsibility**

**The Superintendent or designee shall ensure that the district provides notice of any system security breach, following discovery, to any state resident whose unencrypted and unredacted personal information was or is reasonably believed to have been accessed and acquired by an unauthorized person. Such notice shall be made without a reasonable delay, except when a law enforcement agency determines and advises the district in writing that the notification would impede a criminal or civil investigation, or the district must take necessary measures to determine the scope of the breach and to restore the reasonable integrity of the data system. The district will also provide notice of the breach if the encrypted information is accessed and acquired in an unencrypted form, if the security breach is linked to a breach of security of the encryption, or if the security breach involves a person with access to the encryption key.[4]**

Last Modified by Tammy Medellin on January 23, 2017

*Coatesville Area School District  
Operations Committee*



Members

Brenda Geist, Chair  
Laurie Knecht  
Dean Snyder

May 9, 2017

# Operations Committee Agenda

Coatesville Area Senior High School Auditorium

May 9, 2017 - 6:00 PM

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

**CHAIRPERSON:** Brenda Geist  
**BOARD MEMBERS:** Laurie Knecht and Dean Snyder  
**ADMINISTRATION:** Dr. Cathy Taschner and Ronald Kabonick  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the April 11, 2017 Operations Committee meeting minutes. (*Enclosure*)

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

## AGENDA ITEMS

- A. **Request to Waive Fees – New life In Christ Fellowship – C.A.I.H.S. (9/10 Center)**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees, in the amount of \$3,520, from New Life In Christ Fellowship, as presented. (*Confidential Enclosure*)
- B. **Request to Waive Fees – G. I. F. T. S. – C.A.L.H.S. (9/10 Center)**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees, in the amount of \$765, for a charity basketball game to be held in the 9/10 Center gymnasium. (*Confidential Enclosure*)
- C. **Request to Waive Fees – Football Booster Club – C.A.S.H.S. and C.A.I.H.S. (9/10 Center)**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees, in the amount of \$330, for a Cross Fit Challenge fundraiser in the 9/10 Center weight room, the CASH stadium, and the Derrick Morgan field on Saturday, August 12, 2017, as presented. (*Confidential Enclosure*)

## INFORMATIONAL ITEM(S)

- Food Service Reimbursement/Participation Report for the month ending April 30, 2017 (*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

April 11, 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:** 8:04 p.m.

## APPROVAL of MINUTES

Approval of the March 15, 2017 Operations Committee meeting minutes. (*Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 3-0

## AGENDA ITEMS

### A. 3B Services, Inc.

**RECOMMENDED MOTION:** That the Board of School Directors approve the 3B Services, Inc. proposal to repair two sections of the H. B. Smith boiler at the Scott Middle School as per the attached proposal for a total amount of \$17,448.00. The total cost includes two boiler sections, gasket set, graphite seals and labor. Other proposals received were from Johnson Controls for \$30,651.00 and Worth & Company for \$23,600.00. (*Enclosure*)

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 3-0

### B. Property Owner Acknowledgement Letter – Reeceville Road Wawa TPD No. RWHO.00018

**RECOMMENDED MOTION:** That the Board of School Directors approve the Property Owner Acknowledgement Letter for the Reeceville Road Wawa TPD No. RWHO.00018 from Traffic Planning and Design, Inc. acknowledging the left-turn lane, as presented. (*Enclosure*)

*Motion to Table:*

Motion: Laurie Knecht                      Second: Dean Snyder                      Vote: 3-0

### C. Disposal of Technology Equipment

**RECOMMENDED MOTION:** That the Board of School Directors approve the proper disposal of obsolete technology equipment, as submitted. (*Enclosure*)

Motion: Dean Snyder                      Second: Laurie Knecht                      Vote: 3-0

## INFORMATIONAL ITEM(S)

- Facilities Update
- Food Service Reimbursement/Participation Report for the month ending March 31, 2017 (*Enclosure*)

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT**     This meeting adjourned at 8:41 p.m.

*Respectfully submitted, 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 Enclosure*

*Food Services Report*





*Coatesville Area School District*  
*Finance Committee*



Members

Stuart Deets, Chair  
James Hills  
Tom Siedenbuehl

May 9, 2017

# Finance Committee Agenda

Coatesville Area Senior High School Auditorium

**May 9, 2017 - 6:00 PM**

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

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

## APPROVAL of MINUTES

Approval of the April 11, 2017 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. Downingtown Rental Agreement

**RECOMMENDED MOTION:** That the Board of School Directors approve the vehicle rental agreement with the Downingtown Area School District, as per the attached agreement. (*Confidential Enclosure*)

### C. Piano Rental - Bauder Audio Systems, Inc.

**RECOMMENDED MOTION:** That the Board of School Directors approve the rental of a piano, two microphones and accessories, in the amount of \$350, from Bauder Audio Systems, Inc. (*Confidential Enclosure*)

### D. Lifetouch Portrait Agreement for 2017-2018 School Year – 9/10 Center (C.A.I.H.S.)

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement with Lifetouch Studios for student portraits, as presented. (*Confidential Enclosure*)

### E. Scholastic Refund Check – 9/10 Center (C.A.I.H.S.)

**RECOMMENDED MOTION:** That the Board of School Directors accept the Scholastic refund check in the amount of \$100. (*Confidential Enclosure*)

### F. Donation from Conestoga Shrine Club

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation check from the Conestoga Shrine Club, in the amount of \$150, to the AFJROTC program. (*Confidential Enclosure*)

### G. Donation from Axalta Coating Systems, LLC

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation check from Axalta Coating Systems, LLC, in the amount of \$500, to the AFJROTC program. (*Confidential Enclosure*)

**H. Termination of Employment Contract of General Counsel**

**RECOMMENDED MOTION:** That the Board of School Directors approves the termination of the employment contract of Judy Shopp, Esquire, in accordance with Paragraph 1 of Judy Shopp's December 1, 2015 employment contract. The Coatesville Area School District previously provided Judy Shopp with written three (3) month notice of its intent to terminate her employment contract. Termination effective: May 5, 2017.

**I. Wrestling Tournament Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the wrestling tournament contract, as presented. (*Confidential Enclosure*)

**J. Lenny Rogers Photo Booth Contract – North Brandywine Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the photo booth agreement, in the amount of \$350, as presented. (*Confidential Enclosure*)

**K. 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)**

- 2017–2018 Budget Update
- CASD and Charter School Enrollment Reports for the month ending April 30, 2017 (*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

**April 11, 2017 - 6:00 PM**

(2<sup>nd</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:** 7:31 p.m.

## APPROVAL of MINUTES

Approval of the March 15, 2017 Finance Committee meeting minutes. (*Enclosure*)

Motion: James Hills                      Second: Stuart Deets                      Vote: 2-0 | Abstained: Siedenbuehl

## 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: Tom Siedenbuehl                      Vote: 3-0

### B. CCIU Core and Occupational Education Budget

**RECOMMENDED MOTION:** That the Board of School Directors approve the Chester County Intermediate Unit Core and Occupational Education Budget. (*Confidential Enclosure*)

Motion: James Hills                      Second: Tom Siedenbuehl                      Vote: 3-0

### C. Chester County Tax Claims Bureau

**RECOMMENDED MOTION:** That the Board of School Directors approve the repository sale of Parcel #16-6-572 in the amount of \$9,500.00. (*Enclosures*)

Motion: James Hills                      Second: Tom Siedenbuehl                      Vote: 3-0

### D. Confidential Release and Settlement Agreement – Employee 010578

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential release and settlement agreement for employee 010578, as presented. (*Confidential Enclosure*)

Motion: James Hills                      Second: Tom Siedenbuehl                      Vote: 3-0

### E. Confidential Release and Settlement Agreement – Employee 013874

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential release and settlement agreement for employee 013874, as presented. (*Confidential Enclosure*)

Motion: James Hills                      Second: Tom Siedenbuehl                      Vote: 3-0



**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT**      This meeting adjourned at 8:00 p.m.

*Respectfully submitted, Karen Jackson*

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



# *Finance Committee ~ Financial Statements*

- *Treasurer's Report for period ending April 30<sup>th</sup> 2017*
- *Bills Payable for the period of April 22<sup>nd</sup> through May 5<sup>th</sup> 2017*
- *Condensed Board Summary Report*

*Submitted: May 9, 2017*

**Coatesville Area School District  
Treasurer's Report For The Period Ending April 30, 2017**

	General Fund	Food Service Fund	Capital Reserve Fund - 30	Capital Projects Fund - 39
<b>Beginning Balance</b>	\$35,398,266.11	\$3,072,467.53	\$1,091,463.77	\$5,418,087.01
Local Revenue	\$919,331.98	\$45,550.79	\$466.69	\$2,563.57
State Revenue	\$3,366,429.61	\$12,036.96		
Federal Revenue	\$155,875.57	\$237,657.11		
Deferred Revenues	\$0.00			
Other Revenue	\$0.00		\$0.00	
<b>Total Revenues</b>	<b>\$4,441,637.16</b>	<b>\$295,244.86</b>	<b>\$466.69</b>	<b>\$2,563.57</b>
<b>Total Expenditures</b>	<b>\$12,215,527.14</b>	<b>\$142,884.12</b>	<b>\$0.00</b>	<b>\$19,315.06</b>
<b>Ending Balance</b>	<b>\$27,624,376.13</b>	<b>\$3,224,828.27</b>	<b>\$1,091,930.46</b>	<b>\$5,401,335.52</b>

	Student Activities	Trust Fund	Agency Fund Transfer
<b>Beginning Balance</b>	\$113,563.21	\$171,773.69	\$158,109.56
Local Revenue	\$11,016.86	\$73.46	\$12,318.57
State Revenue			
Federal Revenue			
Deferred Revenues			
Other Revenue			
<b>Total Revenues</b>	<b>\$11,016.86</b>	<b>\$73.46</b>	<b>\$12,318.57</b>
<b>Total Expenditures</b>	<b>\$7,551.89</b>	<b>\$50.00</b>	<b>\$1,694.57</b>
<b>Ending Balance</b>	<b>\$117,028.18</b>	<b>\$171,797.15</b>	<b>\$168,733.56</b>



# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010337	04/27/2017	C1163500009		4/28/2017PAY	10-0462-027-PAY-00-000-000-000-0000	100462027PAY	1,038.37
<b>Vendor: 0026 - AFLAC</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>1,038.37</b>
00010338	04/28/2017	L1163200007	17010775	034712 4/17	10-2620-424-000-00-000-000-000-0000		590.74
00010338	04/28/2017	L1163200008	17010775	0324717 4/17	10-2620-424-000-00-000-000-000-0000		1,800.55
00010338	04/28/2017	L1163200009	17010775	1367455 4/17	10-2620-424-000-00-000-000-000-0000		601.77
<b>Vendor: 0076 - AQUA PENNSYLVANIA INC</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>2,993.06</b>
00010339	04/27/2017	C1163500010		04/28/2017PAY	10-0462-023-PAY-00-000-000-000-0000	100462023PAY	118.45
<b>Vendor: 0121 - BERKHEIMER TAX ADMINISTRATOR</b>					<b>Remit # 2 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>118.45</b>
00010340	04/27/2017	C1163500006		0428/2017PAY	10-0462-020-PAY-00-000-000-000-0000	100462020PAY	1,173.11
<b>Vendor: 0229 - CITADEL CREDIT UNION</b>					<b>Remit # 2 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>1,173.11</b>
00010341	04/27/2017	C1163500008			10-0462-020-PAY-00-000-000-000-0000	100462020PAY	23,795.00
<b>Vendor: 0240 - COATESVILLE AREA TEACHER ASSOC</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>23,795.00</b>
00010342	04/27/2017	C1163500007			10-0462-023-PAY-00-000-000-000-0000	100462023PAY	114.23
<b>Vendor: 0355 - DIVERSIFIED COLLECTION SERVICE</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>114.23</b>
00010343	04/28/2017	L1163200002	17009851	2100299708605/17	10-2620-424-000-00-000-000-000-0000		599.66
00010343	04/28/2017	L1163200003	17009851	2100293741895/17	10-2620-424-000-00-000-000-000-0000		225.45
00010343	04/28/2017	L1163200004	17009851	2100293746775/17	10-2620-424-000-00-000-000-000-0000		2,938.13
00010343	04/28/2017	L1163200005	17009851	2100293748205/17	10-2620-424-000-00-000-000-000-0000		1,244.42
00010343	04/28/2017	L1163200006	17009851	2100311504305/17	10-2620-424-000-00-000-000-000-0000		1,210.83
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>6,218.49</b>
00010344	04/27/2017	C1163500004		4/28/2017 PAY	10-0462-029-PAY-00-000-000-000-0000	100462029PAY	2,023.39
00010344	04/27/2017	C1163500005		4/28/2017PAY	10-0462-025-PAY-00-000-000-000-0000	100462025PAY	942.29
<b>Vendor: 1218 - SECURITY BENEFIT COMPANIES</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>2,965.68</b>
00010345	04/27/2017	C1163500003		APRIL 2017	10-0462-020-PAY-00-000-000-000-0000	100462020PAY	6,085.72
<b>Vendor: 1294 - TEAMSTERS LOCAL 384</b>					<b>Remit # 2 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>6,085.72</b>
00010346	04/27/2017	C1163500002			10-0462-023-PAY-00-000-000-000-0000	100462023PAY	198.00
<b>Vendor: 1300 - TG COLLECTIONS</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>198.00</b>
00010347	04/28/2017	L1163200001	17009278	64745752	10-2840-530-000-00-000-000-000-0000		3,318.68
00010347	04/28/2017	L1163200011	17009021	70412165	10-2840-530-000-00-000-000-000-0000		5,876.19
<b>Vendor: 1410 - VERIZON BUSINESS</b>					<b>Remit # 2 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>9,194.87</b>
00010348	04/27/2017	C1163500001			10-0462-023-PAY-00-000-000-000-0000	100462023PAY	632.50
<b>Vendor: 1448 - WILLIAM C MILLER TRUSTEE</b>					<b>Remit # 1 Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>632.50</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010349	04/28/2017	L1163200010	17011511	287262508680X308	10-2840-530-000-00-000-000-0000		304.83
<b>Vendor: 2285 - AT &amp; T MOBILITY II LLC</b>					<b>Check Date: 04/28/2017</b>	<b>Check Amount:</b>	<b>304.83</b>
00010350	05/05/2017	L1168900043	17011423	4/10/2017	10-1110-562-000-00-000-000-0000		38,288.45
00010350	05/05/2017	L1168900044	17011423	4/10/2017	10-1290-562-000-00-000-000-00115		13,358.54
<b>Vendor: 0001 - 21ST CENTURY CYBER CHARTER SCH</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>51,646.99</b>
00010351	05/05/2017	L1165700058	17011157	74F00429	10-2620-411-000-00-000-000-0000		154.51
<b>Vendor: 1717 - A J BLOSENSKI INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>154.51</b>
00010352	05/05/2017	L1160700001	17011425	346274	10-1110-562-000-00-000-000-0000		55,297.80
00010352	05/05/2017	L1160700002	17011425	346274	10-1290-562-000-00-000-000-00115		19,292.97
<b>Vendor: 0030 - AGORA CYBER CHARTER SCHOOL</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>74,590.77</b>
00010353	05/05/2017	L1160700003	17009906	456503	10-1341-610-000-22-530-240-000-0000		10.03
00010353	05/05/2017	L1160700004	17009906	456503	10-1341-610-000-23-530-240-000-0000		10.03
00010353	05/05/2017	L1160700005	17009906	456503	10-1341-610-000-24-530-240-000-0000		10.03
00010353	05/05/2017	L1168900052	17011533	336619	10-2260-610-000-10-000-000-000-0000		798.80
00010353	05/05/2017	L1168900053	17011533	336619	10-2260-610-000-10-000-000-000-0000		35.98
00010353	05/05/2017	L1168900054	17011491	560666	10-1341-610-000-36-810-240-000-0000		235.50
00010353	05/05/2017	L1168900055	17011504	456501	10-1341-610-000-36-810-240-000-0000		85.27
00010353	05/05/2017	L1168900056	17011499	172612	10-1341-610-000-36-810-240-000-0000		131.72
00010353	05/05/2017	L1168900057	17011498	560686	10-1341-610-000-36-810-240-000-0000		228.36
<b>Vendor: 0031 - AHOLD FINANCIAL SERVICES LLC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,545.72</b>
00010354	05/05/2017	L1165700091	17011490	E/R 2/24/17	10-2122-324-000-00-000-000-000-0114		225.00
00010354	05/05/2017	L1165700092	17011490	E/R 2/24/17	10-2122-580-000-00-000-000-000-0114	1021225800114	118.79
00010354	05/05/2017	L1168900051	17011480	T/R 4/20/17	10-2834-240-000-10-000-000-000-0000	10283424010	187.50
<b>Vendor: 1908 - AMANDA L CAVITT</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>531.29</b>
00010355	05/05/2017	L1165700059	17011515	22121	10-2620-431-000-00-000-000-000-0000		7,685.00
<b>Vendor: 6589 - ANASTASI LANDSCAPING INC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>7,685.00</b>
00010356	05/05/2017	L1160700006	17010120	12400440	10-1270-329-000-00-000-000-000-0115	1012703290115	880.89
00010356	05/05/2017	L1160700007	17010120	12381167	10-1270-329-000-00-000-000-000-0115	1012703290115	1,194.01
00010356	05/05/2017	L1172100092	17010120	12381166	10-1270-329-000-00-000-000-000-0115	1012703290115	880.89
<b>Vendor: 0114 - BAYADA HOME HEALTHCARE INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>2,955.79</b>
00010357	05/05/2017	L1165700046	17011399	1917	10-2250-640-000-10-230-000-000-0000		520.00
<b>Vendor: 6838 - BLAISE F FROST</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>520.00</b>

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010358	05/05/2017	L1160700008	17011429	M1703/0005	10-1231-322-000-00-000-000-000-0115	1012313220115	2,424.24
<b>Vendor: 0162 - BUCKS COUNTY SCHOOLS IU #22</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,424.24</b>
00010359	05/05/2017	L1165700060	17011506	COAP0317	10-1290-567-000-00-000-000-000-0115	1012905670115	140.10
00010359	05/05/2017	L1165700061	17011506	COAP0117	10-1290-567-000-00-000-000-000-0115	1012905670115	2,802.00
<b>Vendor: 6308 - BUXMONT ACADEMY</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,942.10</b>	
00010360	05/05/2017	L1165700090	17011376	I093694	10-2620-431-000-00-000-000-000-0000		130.35
00010360	05/05/2017	L1172100043	17010889	I093643	10-2620-610-000-00-000-000-000-0000		28.34
00010360	05/05/2017	L1172100044	17010889	I093644	10-2620-610-000-00-000-000-000-0000		84.07
<b>Vendor: 0164 - C &amp; R GLASS INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 242.76</b>
00010361	05/05/2017	L1160700009	17011468	15627	10-1290-567-000-00-000-000-000-0115	1012905670115	3,354.15
00010361	05/05/2017	L1160700010	17011468	15647	10-1290-567-000-00-000-000-000-0115	1012905670115	2,955.00
00010361	05/05/2017	L1160700011	17011468	15229	10-1290-567-000-00-000-000-000-0115	1012905670115	3,577.76
00010361	05/05/2017	L1160700012	17011468	15249	10-1290-567-000-00-000-000-000-0115	1012905670115	3,152.00
<b>Vendor: 0172 - CAMPHILL SPECIAL SCHOOL INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 13,038.91</b>
00010362	05/05/2017	L1165700041	17011461	E/R 4/5/17	10-2832-580-000-00-000-000-000-0000		39.16
<b>Vendor: 6306 - CAROL A HEINDEL</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 39.16</b>
00010363	05/05/2017	L1160700033	17011416	FS17-16	10-3300-610-410-00-000-000-000-1516	103300610410151	75.50
<b>Vendor: 0185 - CASD - FOOD SERVICE</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount: 75.50</b>	
00010364	05/05/2017	L1160700013	17011439	395861	10-1221-322-000-00-000-000-000-0115	1012213220115	1,724.26
00010364	05/05/2017	L1160700014	17011439	395861	10-1224-322-000-00-000-000-000-0115	1012243220115	910.00
00010364	05/05/2017	L1160700015	17011439	395861	10-1225-322-000-00-000-000-000-0115	1012253220115	11,361.41
00010364	05/05/2017	L1160700016	17011439	395861	10-1231-322-000-00-000-000-000-0115	1012313220115	42,801.83
00010364	05/05/2017	L1160700017	17011439	395861	10-1233-322-000-00-000-000-000-0115	1012333220115	49,918.16
00010364	05/05/2017	L1160700018	17011439	395861	10-1241-322-000-00-000-000-000-0115	1012413220115	53,491.69
00010364	05/05/2017	L1160700019	17011439	395861	10-1241-580-000-00-000-000-000-0115		3,217.05
00010364	05/05/2017	L1160700020	17011439	395861	10-1270-322-000-00-000-000-000-0115	1012703220115	420.00
00010364	05/05/2017	L1160700021	17011439	395861	10-1281-322-000-00-000-000-000-0115	1012813220115	135,884.52
00010364	05/05/2017	L1160700022	17011439	382987	10-1290-322-000-00-000-000-000-0115	1012903220115	4,542.20
00010364	05/05/2017	L1160700023	17011439	395849	10-1290-322-000-00-000-000-000-0115	1012903220115	12,070.00
00010364	05/05/2017	L1160700024	17011439	390931CM	10-1231-322-000-00-000-000-000-0115	1012313220115	-847.68
00010364	05/05/2017	L1160700025	17011439	390931	10-1231-322-000-00-000-000-000-0115	1012313220115	1,483.44
00010364	05/05/2017	L1160700026	17011439	395914	10-1290-322-000-00-000-000-000-0115	1012903220115	1,203.16

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010364	05/05/2017	L1160700027	17011439	395927	10-1290-322-000-00-000-000-000-0115	1012903220115	1,431.78
00010364	05/05/2017	L1165700063	17011481	395988	10-2620-413-000-00-000-000-000-0000		40,575.51
00010364	05/05/2017	L1165700064	17011509	395940	10-2840-340-000-00-000-000-000-0000		8,467.72
00010364	05/05/2017	L1165700065	17011509	395942	10-2840-340-000-00-000-000-000-0000		13,000.00
00010364	05/05/2017	L1165700066	17011517	393266	10-1110-330-000-00-000-000-000-0000	101110330	360.00
00010364	05/05/2017	L1165700067	17011517	393266	10-2840-330-000-00-000-000-000-0000		309.66
00010364	05/05/2017	L1165700068	17011517	390998	10-2840-330-000-00-000-000-000-0000		1,918.98
00010364	05/05/2017	L1165700069	17011517	390998CM	10-2840-330-000-00-000-000-000-0000		-1,446.12
00010364	05/05/2017	L1165700070	17011517	391353CM2	10-1110-330-000-00-000-000-000-0000	101110330	-9.00
00010364	05/05/2017	L1165700071	17011517	391353CM	10-1110-330-000-00-000-000-000-0000	101110330	-16.00
00010364	05/05/2017	L1165700072	17011517	391353CM3	10-1110-330-000-00-000-000-000-0000	101110330	-9.00
00010364	05/05/2017	L1165700073	17011517	391353	10-1110-330-000-00-000-000-000-0000	101110330	295.95
00010364	05/05/2017	L1165700074	17011517	387037CM	10-1110-330-000-00-000-000-000-0000	101110330	-242.41
00010364	05/05/2017	L1165700075	17011517	387037	10-1110-330-000-00-000-000-000-0000	101110330	4,336.33
00010364	05/05/2017	L1165700076	17011517	386516	10-2260-324-000-00-000-000-000-0000	102260324	21,040.00
00010364	05/05/2017	L1165700077	17011517	386551	10-2840-330-000-00-000-000-000-0000		41.70
00010364	05/05/2017	L1165700078	17011517	384777	10-1290-322-000-00-000-000-000-0115	1012903220115	1,391.04
00010364	05/05/2017	L1165700079	17011517	390785	10-2840-330-000-00-000-000-000-0000		24.00
00010364	05/05/2017	L1165700080	17011517	391240	10-1110-330-000-00-000-000-000-0000	101110330	44,298.00
00010364	05/05/2017	L1165700081	17011517	391513	10-2840-330-000-00-000-000-000-0000		9,128.99
00010364	05/05/2017	L1165700082	17011517	391514	10-2840-330-000-00-000-000-000-0000		8,467.72
00010364	05/05/2017	L1165700083	17011517	392341	10-2840-330-000-00-000-000-000-0000		507.42
00010364	05/05/2017	L1165700084	17011517	385330	10-1110-330-000-00-000-000-000-0000	101110330	15,237.70
00010364	05/05/2017	L1165700085	17011517	385330CM	10-1110-330-000-00-000-000-000-0000	101110330	-242.41
00010364	05/05/2017	L1165700086	17011517	388705CM	10-1110-330-000-00-000-000-000-0000	101110330	-2,151.53
00010364	05/05/2017	L1165700087	17011517	388705	10-1110-330-000-00-000-000-000-0000	101110330	7,951.72
00010364	05/05/2017	L1165700088	17011517	392812	10-1225-322-000-00-000-000-000-0115	1012253220115	3,816.92
00010364	05/05/2017	L1165700089	17011517	392812	10-1231-322-000-00-000-000-000-0115	1012313220115	3,167.49
00010364	05/05/2017	L1168900058	17011522	396119	10-2832-330-000-00-000-000-000-0000		23,655.10
00010364	05/05/2017	L1168900059	17011513	393908	10-2620-413-000-00-000-000-000-0000		32,247.42
00010364	05/05/2017	L1168900060	17011513	393987	10-2620-413-000-00-000-000-000-0000		5,529.60
00010364	05/05/2017	L1168900061	17011513	393907	10-2620-413-000-00-000-000-000-0000		9,214.57

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010364	05/05/2017	L1168900062	17011513	388393	10-2840-340-000-00-000-000-0000		14,700.00
00010364	05/05/2017	L1172100091	17011502	395648	10-1241-610-000-36-810-000-000-0000		11,135.22
<b>Vendor: 0692 - CCIU #24 - GENERAL FUND</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 596,314.11</b>
00010365	05/05/2017	L1172100042	17011501	9340	10-2380-330-000-10-220-000-000-0000	10238033010220	3,850.00
<b>Vendor: 2087 - CCRES INC</b>						<b>Check Date: 05/05/2017</b>	<b>Check Amount: 3,850.00</b>
00010366	05/05/2017	L1168900063	17011508	2890	10-2840-448-000-00-000-000-000-0000		8,500.00
<b>Vendor: 0207 - CHESCONET</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 8,500.00</b>
00010367	05/05/2017	L1160700031	17011424	348197	10-1110-562-000-00-000-000-000-0000		48,885.50
00010367	05/05/2017	L1160700032	17011424	348197	10-1290-562-000-00-000-000-000-0115		17,055.76
<b>Vendor: 0211 - CHESTER COUNTY FAMILY ACADEMY</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 65,941.26</b>
00010368	05/05/2017	L1168900035	17011456	CVMAR2-2017	10-1241-329-000-00-000-000-000-0115	1012413290115	2,270.00
<b>Vendor: 5045 - CHRISTOPHER G ROBERTS</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,270.00</b>
00010369	05/05/2017	L1165700062	17011274	287701626	10-2611-415-000-00-000-000-000-0000		107.34
00010369	05/05/2017	L1165700101	17011274	287708952	10-2611-415-000-00-000-000-000-0000		105.42
00010369	05/05/2017	L1165700102	17011274	287723371	10-2611-415-000-00-000-000-000-0000		107.04
00010369	05/05/2017	L1165700103	17011274	287726847	10-2611-415-000-00-000-000-000-0000		107.04
00010369	05/05/2017	L1165700104	17011274	287719873	10-2611-415-000-00-000-000-000-0000		107.04
00010369	05/05/2017	L1165700105	17011274	287716264	10-2611-415-000-00-000-000-000-0000		107.04
00010369	05/05/2017	L1165700106	17011274	287712594	10-2611-415-000-00-000-000-000-0000		105.42
00010369	05/05/2017	L1165700107	17011274	287708952	10-2611-415-000-00-000-000-000-0000		105.42
00010369	05/05/2017	L1165700108	17011274	287694289	10-2611-415-000-00-000-000-000-0000		128.46
00010369	05/05/2017	L1165700109	17011274	287690801	10-2611-415-000-00-000-000-000-0000		128.46
00010369	05/05/2017	L1165700110	17011274	287687290	10-2611-415-000-00-000-000-000-0000		128.46
<b>Vendor: 2093 - CINTAS CORPORATION NO 2</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 1,237.14</b>
00010370	05/05/2017	L1165700007	17011476	E/R 3/17/2017	10-2620-626-000-00-000-000-000-0000		10.00
<b>Vendor: 6869 - CLAARISSA E GAMBER</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 10.00</b>
00010371	05/05/2017	C1169400002		REFUND 1164	10-6910-000-000-00-000-000-000-0000		2,883.00
<b>Vendor: 6888 - COATESVILLE AREA EDUCATION RAIDER STARZ</b>						<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,883.00</b>
00010372	05/05/2017	L1172100111	17011266	11287804	10-2620-610-000-00-000-000-000-0000		103.87
00010372	05/05/2017	L1172100112	17011266	11284513	10-2620-610-000-00-000-000-000-0000		24.41
00010372	05/05/2017	L1172100113	17011266	11291044	10-2620-610-000-00-000-000-000-0000		14.50
00010372	05/05/2017	L1172100114	17011266	11290688	10-2620-610-000-00-000-000-000-0000		118.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010372	05/05/2017	L1172100115	17011266	11287967	10-2620-610-000-00-000-000-0000		145.50
<b>Vendor: 0250 - COLONIAL ELEC SUPPLY COMPANY INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 406.28</b>
00010373	05/05/2017	L1160700034	17011176	33454	10-1270-329-000-00-000-000-00115	1012703290115	1,932.00
00010373	05/05/2017	L1160700035	17011176	33455	10-1270-329-000-00-000-000-00115	1012703290115	621.00
00010373	05/05/2017	L1160700036	17011176	32531	10-1270-329-000-00-000-000-00115	1012703290115	1,498.00
00010373	05/05/2017	L1172100090	17011176	33546	10-1270-329-000-00-000-000-00115	1012703290115	1,288.00
<b>Vendor: 0275 - CRITICARE</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 5,339.00</b>
00010374	05/05/2017	L1172100110	17011428	1311630	10-2310-540-000-00-000-000-0000		172.09
<b>Vendor: 0286 - DAILY LOCAL NEWS</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 172.09</b>
00010375	05/05/2017	L1168900036	17011419	3/24/17	10-2271-324-420-00-000-000-001617	102271324420161	5,000.00
<b>Vendor: 6129 - DARLENE M SCHOENLY</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount: 5,000.00</b>	
00010376	05/05/2017	L1165700054	17011458	3/31/2017	10-1241-820-000-00-000-000-00115		100.00
<b>Vendor: 6866 - DEIRDRE ZANGWILL / PRIME ACADEMICS LLC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount: 100.00</b>	
00010377	05/05/2017	L1168900045	17011454	CASD-2017-8	10-1241-329-000-00-000-000-00115	1012413290115	6,260.00
<b>Vendor: 0337 - DELORES M VANDERBILT</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 6,260.00</b>
00010378	05/05/2017	L1172100086	17011435	6118139	10-1110-610-000-22-530-110-000-0000		14.83
00010378	05/05/2017	L1172100087	17011435	6118139	10-2250-610-000-22-530-000-000-0000		44.00
00010378	05/05/2017	L1172100088	17011435	6118139	10-2250-610-000-23-530-000-000-0000		40.00
00010378	05/05/2017	L1172100089	17011435	6118139	10-2250-610-000-24-530-000-000-0000		40.00
<b>Vendor: 0338 - DEMCO INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 138.83</b>
00010379	05/05/2017	L1160700037	17011441	MAR20170316001	10-1290-567-000-00-000-000-00115	1012905670115	24,984.00
<b>Vendor: 0347 - DEVEREUX FOUNDATION</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 24,984.00</b>
00010380	05/05/2017	L1172100070	17011178	000056208	10-2420-330-000-00-000-000-00114	1024203300114	2,434.80
00010380	05/05/2017	L1172100071	17011178	000056211	10-2420-330-000-00-000-000-00114	1024203300114	2,475.00
00010380	05/05/2017	L1172100072	17011325	000056210	10-1290-330-000-00-000-000-00115	1012903300115	2,282.63
00010380	05/05/2017	L1172100073	17011325	000056202	10-1290-330-000-00-000-000-00115	1012903300115	3,652.21
00010380	05/05/2017	L1172100074	17011325	000056209	10-1290-330-000-00-000-000-00115	1012903300115	4,565.26
00010380	05/05/2017	L1172100075	17011325	000056197	10-1290-330-000-00-000-000-00115	1012903300115	4,519.60
00010380	05/05/2017	L1172100076	17011325	000056207	10-1290-330-000-00-000-000-00115	1012903300115	4,565.26
00010380	05/05/2017	L1172100077	17011325	000056204	10-1290-330-000-00-000-000-00115	1012903300115	4,413.07
00010380	05/05/2017	L1172100078	17011325	000056203	10-1225-330-000-00-000-000-00115	1012253300115	4,565.26
00010380	05/05/2017	L1172100079	17011325	000056206	10-1225-330-000-00-000-000-00115	1012253300115	4,565.26

\* Denotes Non-Negotiable Transaction

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010380	05/05/2017	L1172100080	17011325	000056212	10-1225-330-000-00-000-000-000-0115	1012253300115	4,565.26
00010380	05/05/2017	L1172100081	17011325	000056205	10-1225-330-000-00-000-000-000-0115	1012253300115	4,565.26
00010380	05/05/2017	L1172100082	17011325	000056201	10-1225-330-000-00-000-000-000-0115	1012253300115	3,652.20
00010380	05/05/2017	L1172100083	17011325	000056200	10-1225-330-000-00-000-000-000-0115	1012253300115	4,280.99
00010380	05/05/2017	L1172100084	17011325	000056198	10-1225-330-000-00-000-000-000-0115	1012253300115	3,895.69
00010380	05/05/2017	L1172100085	17011325	000056199	10-1225-330-000-00-000-000-000-0115	1012253300115	3,028.29
<b>Vendor: 6099 - EBS HEALTHCARE</b>				<b>Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>62,026.04</b>
00010381	05/05/2017	L1165700093	17011507	291205	10-1290-568-000-00-000-000-000-0115		219.45
00010381	05/05/2017	L1165700094	17011507	281887	10-1290-568-000-00-000-000-000-0115		263.34
00010381	05/05/2017	L1165700095	17011507	281888	10-1290-568-000-00-000-000-000-0115		263.34
00010381	05/05/2017	L1165700096	17011492	288190	10-1290-568-000-00-000-000-000-0115		131.67
00010381	05/05/2017	L1165700097	17011492	290185	10-1290-568-000-00-000-000-000-0115		219.45
00010381	05/05/2017	L1165700098	17011492	290695	10-1290-568-000-00-000-000-000-0115		43.89
00010381	05/05/2017	L1165700099	17011492	290441	10-1290-568-000-00-000-000-000-0115		175.56
<b>Vendor: 0405 - EDUCATION INC</b>				<b>Remit # 1 Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>1,316.70</b>
00010382	05/05/2017	L1165700100	17011510	896876	10-2840-530-000-00-000-000-000-0000		749.50
<b>Vendor: 6281 - EFAX CORPORATE / J2 CLOUD SERVICES INC</b>				<b>Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>749.50</b>
00010383	05/05/2017	L1160700038	17011466	INV213308	10-1290-567-000-00-000-000-000-0115	1012905670115	6,042.08
00010383	05/05/2017	L1160700039	17011466	INV213466	10-1290-567-000-00-000-000-000-0115	1012905670115	3,527.48
<b>Vendor: 6346 - ELWYN</b>				<b>Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>9,569.56</b>
00010384	05/05/2017	L1160700040	17011430	139274	10-2350-330-000-00-000-000-000-0000		842.46
00010384	05/05/2017	L1160700041	17011430	137873	10-2350-330-000-00-000-000-000-0000		1,749.00
00010384	05/05/2017	L1160700042	17011430	138553	10-2350-330-000-00-000-000-000-0000		11,346.71
00010384	05/05/2017	L1160700043	17011430	138724	10-2350-330-000-00-000-000-000-0000		6,120.53
<b>Vendor: 6761 - Elliott Greenleaf, P.C.</b>				<b>Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>20,058.70</b>
00010385	05/05/2017	L1165700002	17011477	PACOA53557	10-2620-610-000-00-000-000-000-0000		43.35
00010385	05/05/2017	L1165700003	17011477	PACOA53579	10-2620-610-000-00-000-000-000-0000		72.93
00010385	05/05/2017	L1165700004	17011477	PACOA53615	10-2620-610-000-00-000-000-000-0000		46.50
00010385	05/05/2017	L1165700005	17011477	PACOA53656	10-2620-610-000-00-000-000-000-0000		13.51
00010385	05/05/2017	L1165700006	17011477	PACOA53672	10-2620-610-000-00-000-000-000-0000		30.74
<b>Vendor: 0443 - FASTENAL COMPANY</b>				<b>Remit # 1 Check Date: 05/05/2017</b>		<b>Check Amount:</b>	<b>207.03</b>
00010386	05/05/2017	L1172100106	17010710	212426	10-3300-610-410-20-550-000-000-1516		85.49

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010386	05/05/2017	L1172100107	17010710	209863	10-3300-610-410-20-550-000-000-1516		79.99
00010386	05/05/2017	L1172100108	17010710	210276	10-3300-610-410-20-550-000-000-1516		1,838.00
<b>Vendor: 6144 - FINDAWAY WORLD LLC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>2,003.48</b>
00010387	05/05/2017	L1165700009	17011440	808247	10-2611-330-000-00-000-000-0000		10,002.67
00010387	05/05/2017	L1165700010	17011440	808247	10-2620-413-000-00-000-000-0000		38,859.50
<b>Vendor: 6772 - GCA Serivce Group</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>48,862.17</b>
00010388	05/05/2017	L1165700008	17011173	9395644504	10-2620-610-000-00-000-000-0000		3,543.75
00010388	05/05/2017	L1165700043	17011375	9392651536	10-2620-431-000-00-000-000-0000		161.20
<b>Vendor: 0506 - GRAINGER INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>3,704.95</b>
00010389	05/05/2017	L1172100063	17010786	517AG	10-1230-563-000-00-000-000-0000	101230563	2,905.00
00010389	05/05/2017	L1172100064	17010786	517AL	10-1230-563-000-00-000-000-0000	101230563	2,905.00
00010389	05/05/2017	L1172100065	17010786	517TO	10-1230-563-000-00-000-000-0000	101230563	2,905.00
00010389	05/05/2017	L1172100066	17010786	517MW	10-1230-563-000-00-000-000-0000	101230563	2,905.00
00010389	05/05/2017	L1172100067	17010786	LU18217TO	10-1230-563-000-00-000-000-0000	101230563	180.00
00010389	05/05/2017	L1172100068	17010786	LU18217AL	10-1230-563-000-00-000-000-0000	101230563	180.00
00010389	05/05/2017	L1172100069	17010786	LU18217MW	10-1230-563-000-00-000-000-0000	101230563	180.00
<b>Vendor: 6746 - GREEN VALLEY ACADEMY</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>12,160.00</b>
00010390	05/05/2017	L1165700042	17011457	IN24390	10-1241-329-000-00-000-000-0000-0115	1012413290115	2,530.00
<b>Vendor: 0517 - HANDI-CRAFTERS INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>2,530.00</b>
00010391	05/05/2017	L1172100005	17011264	1481950-01	10-2620-610-000-00-000-000-0000		19.77
00010391	05/05/2017	L1172100006	17011264	1482042-01	10-2620-610-000-00-000-000-0000		94.97
00010391	05/05/2017	L1172100007	17011264	1482030-01	10-2620-610-000-00-000-000-0000		31.95
00010391	05/05/2017	L1172100008	17011264	1482748-01	10-2620-610-000-00-000-000-0000		62.46
00010391	05/05/2017	L1172100009	17011264	1482909-01	10-2620-610-000-00-000-000-0000		58.93
00010391	05/05/2017	L1172100010	17011264	1482916-01	10-2620-610-000-00-000-000-0000		62.94
00010391	05/05/2017	L1172100011	17011264	1481885-01	10-2620-610-000-00-000-000-0000		107.88
00010391	05/05/2017	L1172100012	17011264	1483244-01	10-2620-610-000-00-000-000-0000		6.99
00010391	05/05/2017	L1172100013	17011264	1483088-01	10-2620-610-000-00-000-000-0000		19.98
00010391	05/05/2017	L1172100014	17011264	1484310-01	10-2620-610-000-00-000-000-0000		6.99
00010391	05/05/2017	L1172100015	17011264	1484084-01	10-2620-610-000-00-000-000-0000		5.59
00010391	05/05/2017	L1172100016	17011264	1484418-01	10-2620-610-000-00-000-000-0000		7.99
00010391	05/05/2017	L1172100017	17011264	1484464-01	10-2620-610-000-00-000-000-0000		14.36

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010391	05/05/2017	L1172100018	17011264	1484450-01	10-2620-610-000-00-000-000-0000		47.94
00010391	05/05/2017	L1172100019	17011264	1484717-01	10-2620-610-000-00-000-000-0000		3.29
00010391	05/05/2017	L1172100020	17011264	1484662-01	10-2620-610-000-00-000-000-0000		6.99
00010391	05/05/2017	L1172100021	17011264	1484656-01	10-2620-610-000-00-000-000-0000		15.34
00010391	05/05/2017	L1172100022	17011264	1482832-01	10-2620-610-000-00-000-000-0000		5.49
00010391	05/05/2017	L1172100023	17011264	1484676-01	10-2620-610-000-00-000-000-0000		5.99
00010391	05/05/2017	L1172100024	17011264	1483504-01	10-2620-610-000-00-000-000-0000		20.98
00010391	05/05/2017	L1172100025	17011264	1483382-01	10-2620-610-000-00-000-000-0000		62.95
00010391	05/05/2017	L1172100026	17011264	1483379-01	10-2620-610-000-00-000-000-0000		6.98
00010391	05/05/2017	L1172100027	17011264	1485590-01	10-2620-610-000-00-000-000-0000		35.75
00010391	05/05/2017	L1172100028	17011264	1485583-01	10-2620-610-000-00-000-000-0000		23.97
00010391	05/05/2017	L1172100029	17011264	1485509-01	10-2620-610-000-00-000-000-0000		7.08
00010391	05/05/2017	L1172100030	17011264	1485802-01	10-2620-610-000-00-000-000-0000		33.96
00010391	05/05/2017	L1172100031	17011264	1485725-01	10-2620-610-000-00-000-000-0000		8.37
00010391	05/05/2017	L1172100032	17011264	1485724-01	10-2620-610-000-00-000-000-0000		12.99
00010391	05/05/2017	L1172100033	17011264	1484240-01	10-2620-610-000-00-000-000-0000		34.99
00010391	05/05/2017	L1172100034	17011264	1484111-01	10-2620-610-000-00-000-000-0000		97.52
00010391	05/05/2017	L1172100035	17011264	1484110-01	10-2620-610-000-00-000-000-0000		29.97
00010391	05/05/2017	L1172100036	17011264	1484478-01	10-2620-610-000-00-000-000-0000		20.35
00010391	05/05/2017	L1172100037	17011264	1485573-01	10-2620-610-000-00-000-000-0000		28.62
00010391	05/05/2017	L1172100038	17011264	1486045-01	10-2620-610-000-00-000-000-0000		2.36
00010391	05/05/2017	L1172100039	17011264	1485996-01	10-2620-610-000-00-000-000-0000		78.98
00010391	05/05/2017	L1172100040	17011264	1485902-01	10-2620-610-000-00-000-000-0000		6.99
00010391	05/05/2017	L1172100041	17011264	1486154-01	10-2620-610-000-00-000-000-0000		49.95
<b>Vendor: 0523 - HATT'S INDUSTRIAL SUPPLIES INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 1,148.60</b>
00010392	05/05/2017	L1165700057	17009319	COATES-170315	10-2832-330-000-00-000-000-0000		1,145.20
<b>Vendor: 0530 - HEALTH ADVOCATE INC</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 1,145.20</b>
00010393	05/05/2017	L1165700040	17011333	6760053	10-1190-610-410-00-000-000-000-1617	101190610410161	2,943.00
00010393	05/05/2017	L1168900064	17011332	6760033	10-1190-610-410-00-000-000-000-1617	101190610410161	1,287.00
00010393	05/05/2017	L1172100103	17011360	6760069	10-2260-640-000-00-000-000-0000		95.90
00010393	05/05/2017	L1172100104	17011360	6760069	10-2260-640-000-00-000-000-0000		9.59
<b>Vendor: 6121 - HEINEMANN / GREENWOOD PUBLISHING GROUP</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 4,335.49</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>INC</b>							
00010394	05/05/2017	L1172100105	17010977	173619	10-1241-752-000-00-000-000-000-0115	1012417520115	5,374.00
<b>Vendor: 6796 - HUMANWARE USA INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>5,374.00</b>
00010395	05/05/2017	L1164700001	17010809	3314572	10-2620-432-000-00-000-000-000-0000		264.33
00010395	05/05/2017	L1164700002	17010810	3314573	10-2620-432-000-00-000-000-000-0000		245.92
00010395	05/05/2017	L1165700033	17010816	3314567	10-2620-432-000-00-000-000-000-0000		359.08
00010395	05/05/2017	L1165700034	17010815	3314568	10-2620-432-000-00-000-000-000-0000		277.61
00010395	05/05/2017	L1165700035	17010814	3314564	10-2620-432-000-00-000-000-000-0000		139.00
00010395	05/05/2017	L1165700036	17010813	3314566	10-2620-432-000-00-000-000-000-0000		182.50
00010395	05/05/2017	L1165700037	17010811	3314563	10-2620-432-000-00-000-000-000-0000		1,255.25
00010395	05/05/2017	L1172100062	17011285	3348703	10-2620-432-000-00-000-000-000-0000		986.55
<b>Vendor: 6788 - IMPERIAL BAG &amp; PAPER CO LLC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>3,710.24</b>
00010396	05/05/2017	L1165700038	17011421	2788	10-1110-329-000-10-000-000-000-0000		29,224.17
00010396	05/05/2017	L1165700039	17011421	2788	10-1110-329-000-30-000-000-000-0000		23,160.01
<b>Vendor: 6573 - INSIGHT WORKFORCE SOLUTIONS INC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>52,384.18</b>
00010397	05/05/2017	L1165700050	17011403	13071	10-0462-250-000-00-000-000-000-0000	100462250	564.00
<b>Vendor: 0565 - INTERSTATE TAX SERVICE INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>564.00</b>
00010398	05/05/2017	C1170400006	117342	41817	10-3250-330-000-00-000-000-000-0000		64.00
<b>Vendor: 6692 - JOHN B FLYNN III</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>64.00</b>
00010399	05/05/2017	L1168900065	17011478	S100414836.001	10-2620-610-000-00-000-000-000-0000		17.80
<b>Vendor: 0660 - JOHNSTONE SUPPLY</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>17.80</b>
00010400	05/05/2017	L1165700032	17011453	4/6/17	10-2420-330-000-00-000-000-000-0114	1024203300114	240.00
<b>Vendor: 0666 - JOSE R MONASTERIO MD</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>240.00</b>
00010401	05/05/2017	L1172100116	17011537	T/R 4/26/17	10-2271-240-000-30-000-000-000-0000	10227124030	933.75
<b>Vendor: 6804 - KAREN M SHAFFER</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>933.75</b>
00010402	05/05/2017	L1165700045	17010664	83130733	10-2620-423-000-00-000-000-000-0000		259.27
<b>Vendor: 0710 - KEEN COMPRESSED GAS COMPANY</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>259.27</b>
00010403	05/05/2017	L1172100001	17009608	02-0013960-01	10-3250-610-000-00-000-000-000-0000		324.00
00010403	05/05/2017	L1172100124	17009775	02-0017041-01	10-3250-610-000-00-000-000-000-0000		112.00
00010403	05/05/2017	L1172100125	17009775	02-0018589-01	10-3250-610-000-00-000-000-000-0000		26.00
00010403	05/05/2017	L1172100126	17009775	02-0018590-01	10-3250-610-000-00-000-000-000-0000		60.00
00010403	05/05/2017	L1172100127	17009775	02-0019530-01	10-3250-610-000-00-000-000-000-0000		106.00

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010403	05/05/2017	L1172100128	17009775	02-0019529-01	10-3250-610-000-00-000-000-0000		20.00
Vendor: 0717 - KELLYS SPORTS LTD					Remit # 1	Check Date: 05/05/2017	Check Amount: 648.00
00010404	05/05/2017	L1164700003	17011467	20170405	10-1241-329-000-00-000-000-00115	1012413290115	320.00
Vendor: 0727 - KIDS PEACE NATIONAL CNTR					Remit # 1	Check Date: 05/05/2017	Check Amount: 320.00
00010405	05/05/2017	L1165700011	17011518	SB0417012409	10-2720-510-000-00-000-000-0000		18,034.62
Vendor: 0487 - GEORGE KRAPF JR & SONS INC					Remit # 1	Check Date: 05/05/2017	Check Amount: 18,034.62
00010406	05/05/2017	L1164700004	17011452	PDS3512	10-1241-329-000-00-000-000-00115	1012413290115	2,660.35
00010406	05/05/2017	L1164700005	17011452	PDS3562	10-1241-329-000-00-000-000-00115	1012413290115	915.75
Vendor: 0804 - LDP INC LEADER SERVICES					Remit # 1	Check Date: 05/05/2017	Check Amount: 3,576.10
00010407	05/05/2017	L1164700006	17011462	IN-1887	10-2832-610-000-00-000-000-0000		815.00
Vendor: 6368 - LEATHEROLOGY						Check Date: 05/05/2017	Check Amount: 815.00
00010408	05/05/2017	L1165700012	17011442	0063523	10-2620-433-000-00-000-000-0000	102620433	713.35
Vendor: 6102 - LEEDSWEST INVESTMENT GROUP						Check Date: 05/05/2017	Check Amount: 713.35
00010409	05/05/2017	L1164700007	17011411	1190222127	10-1110-610-000-23-520-000-000-0000		8.00
Vendor: 0774 - LEGO DACTA PITSCO LLC					Remit # 1	Check Date: 05/05/2017	Check Amount: 8.00
00010410	05/05/2017	L1164700008	17011482	031007251	10-1241-329-000-00-000-000-00115	1012413290115	796.50
00010410	05/05/2017	L1164700009	17011482	031007277	10-1241-329-000-00-000-000-00115	1012413290115	796.50
00010410	05/05/2017	L1164700010	17011482	031007296	10-1241-329-000-00-000-000-00115	1012413290115	796.50
00010410	05/05/2017	L1164700011	17011482	031007322	10-1241-329-000-00-000-000-00115	1012413290115	531.00
00010410	05/05/2017	L1164700012	17011482	031007346	10-1241-329-000-00-000-000-00115	1012413290115	796.50
00010410	05/05/2017	L1164700013	17011482	031007250	10-1241-329-000-00-000-000-00115	1012413290115	591.60
00010410	05/05/2017	L1164700014	17011482	031007278	10-1241-329-000-00-000-000-00115	1012413290115	986.00
00010410	05/05/2017	L1164700015	17011482	031007324	10-1241-329-000-00-000-000-00115	1012413290115	986.00
00010410	05/05/2017	L1164700016	17011482	031007348	10-1241-329-000-00-000-000-00115	1012413290115	690.20
00010410	05/05/2017	L1164700017	17011482	031007380	10-1241-329-000-00-000-000-00115	1012413290115	197.20
00010410	05/05/2017	L1164700018	17011482	031007249	10-1241-329-000-00-000-000-00115	1012413290115	955.80
00010410	05/05/2017	L1164700019	17011482	031007275	10-1241-329-000-00-000-000-00115	1012413290115	1,593.00
00010410	05/05/2017	L1164700020	17011482	031007321	10-1241-329-000-00-000-000-00115	1012413290115	1,062.00
00010410	05/05/2017	L1164700021	17011482	031007345	10-1241-329-000-00-000-000-00115	1012413290115	1,593.00
00010410	05/05/2017	L1164700022	17011482	031007381	10-1241-329-000-00-000-000-00115	1012413290115	531.00
00010410	05/05/2017	L1164700023	17011465	031007140	10-1241-329-000-00-000-000-00115	1012413290115	591.60
00010410	05/05/2017	L1164700024	17011465	031007173	10-1241-329-000-00-000-000-00115	1012413290115	788.80

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010410	05/05/2017	L1164700025	17011465	031007243	10-1241-329-000-00-000-000-000-0115	1012413290115	394.40
00010410	05/05/2017	L1164700026	17011465	031007138	10-1241-329-000-00-000-000-000-0115	1012413290115	955.80
00010410	05/05/2017	L1164700027	17011465	031007172	10-1241-329-000-00-000-000-000-0115	1012413290115	1,274.40
00010410	05/05/2017	L1164700028	17011465	031007198	10-1241-329-000-00-000-000-000-0115	1012413290115	1,593.00
00010410	05/05/2017	L1164700029	17011465	031007217	10-1241-329-000-00-000-000-000-0115	1012413290115	1,274.40
00010410	05/05/2017	L1164700030	17011465	031007238	10-1241-329-000-00-000-000-000-0115	1012413290115	584.10
00010410	05/05/2017	L1164700031	17011465	031007142	10-1241-329-000-00-000-000-000-0115	1012413290115	796.50
00010410	05/05/2017	L1164700032	17011465	031007174	10-1241-329-000-00-000-000-000-0115	1012413290115	796.50
00010410	05/05/2017	L1164700033	17011465	031007199	10-1241-329-000-00-000-000-000-0115	1012413290115	1,327.50
00010410	05/05/2017	L1164700034	17011465	031007218	10-1241-329-000-00-000-000-000-0115	1012413290115	796.50
00010410	05/05/2017	L1164700035	17011465	031007242	10-1241-329-000-00-000-000-000-0115	1012413290115	265.50
<b>Vendor: 2259 - LINDAMOOD BELL LEARNING PROCESSES</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>24,341.80</b>
00010411	05/05/2017	L1165700013	17011521	5822	10-2840-340-000-00-000-000-000-0000		2,425.00
00010411	05/05/2017	L1165700014	17011521	5823	10-2840-340-000-00-000-000-000-0000		3,450.00
00010411	05/05/2017	L1165700015	17011521	5831	10-2840-340-000-00-000-000-000-0000		3,450.00
00010411	05/05/2017	L1165700016	17011521	5832	10-2840-340-000-00-000-000-000-0000		2,425.00
00010411	05/05/2017	L1165700017	17011521	5913	10-2840-340-000-00-000-000-000-0000		2,425.00
00010411	05/05/2017	L1165700018	17011521	5914	10-2840-340-000-00-000-000-000-0000		3,450.00
00010411	05/05/2017	L1165700019	17011521	5915	10-2840-340-000-00-000-000-000-0000		3,450.00
00010411	05/05/2017	L1165700020	17011521	5916	10-2840-340-000-00-000-000-000-0000		2,425.00
<b>Vendor: 6005 - Logic Choice Business Technologies, LLC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>23,500.00</b>
00010412	05/05/2017	L1165700022	17011505	0079143-IN	10-1290-567-000-00-000-000-000-0115	1012905670115	45,352.00
<b>Vendor: 0879 - MELMARK INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>45,352.00</b>
00010413	05/05/2017	C1170400009	117345	12717	10-3250-330-000-00-000-000-000-0000		60.00
00010413	05/05/2017	C1170400010	117345	112817	10-3250-330-000-00-000-000-000-0000		60.00
<b>Vendor: 0899 - MICHAEL PATRICK CABRY</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>120.00</b>
00010414	05/05/2017	L1165700048	17010697	FY16-PA094	10-2380-810-000-36-810-000-000-0000		1,250.00
00010414	05/05/2017	L1165700049	17010697	FY15-PA094	10-2380-810-000-36-810-000-000-0000		1,250.00
<b>Vendor: 0907 - MIDDLE STATES ASSOC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>2,500.00</b>
00010415	05/05/2017	L1172100109	17009902	470707 APR 2017	10-2840-530-000-00-000-000-000-0000		1,194.00
<b>Vendor: 6091 - NEXVORTEX INC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,194.00</b>
00010416	05/05/2017	L1168900001	17011262	919297859001	10-1110-610-000-10-260-000-000-0000		65.08

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010416	05/05/2017	L1168900002	17011262	919297860001	10-1110-610-000-10-260-000-000-0000		92.98
00010416	05/05/2017	L1168900003	17011262	919297858001	10-1110-610-000-10-260-000-000-0000		95.58
00010416	05/05/2017	L1168900004	17011262	919297774001	10-1110-610-000-10-260-000-000-0000		157.15
00010416	05/05/2017	L1168900005	17011398	919810066001	10-2511-610-000-00-000-000-000-0000		85.84
00010416	05/05/2017	L1168900006	17011365	919147687002	10-2360-610-000-00-000-000-000-0000		4.99
00010416	05/05/2017	L1168900007	17011365	919147687001	10-2360-610-000-00-000-000-000-0000		6.29
00010416	05/05/2017	L1168900008	17011365	919147687001	10-2360-640-000-00-000-000-000-0000		32.89
00010416	05/05/2017	L1168900009	17011365	919147687001	10-2360-610-000-00-000-000-000-0000		29.83
00010416	05/05/2017	L1168900010	17011365	919147687001	10-2360-610-000-00-000-000-000-0000		5.78
00010416	05/05/2017	L1168900011	17011359	920332874001	10-1110-610-130-10-260-000-000-0000	101110610130102	60.54
<b>Vendor: 0965 - OFFICE DEPOT</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 636.95</b>
00010417	05/05/2017	L1165700023	17011516	48109842	10-2711-390-000-00-000-000-000-0000		1,172.71
00010417	05/05/2017	L1165700024	17010660	48241224	10-2170-330-000-00-000-000-000-0000	102170330	397.77
00010417	05/05/2017	L1165700051	17011427	48091542	10-2170-330-000-00-000-000-000-0000	102170330	1,053.79
00010417	05/05/2017	L1165700052	17011427	48129344	10-2170-330-000-00-000-000-000-0000	102170330	1,139.24
00010417	05/05/2017	L1165700053	17011427	48227065	10-2170-330-000-00-000-000-000-0000	102170330	1,139.24
00010417	05/05/2017	L1172100045	17011494	47998002	10-2380-330-000-10-240-000-000-0000		462.19
00010417	05/05/2017	L1172100046	17011497	47936400	10-2380-330-000-10-240-000-000-0000		843.56
00010417	05/05/2017	L1172100047	17011495	47899829	10-2380-330-000-10-240-000-000-0000		850.10
00010417	05/05/2017	L1172100048	17011489	47845570	10-2380-330-000-10-240-000-000-0000		680.08
00010417	05/05/2017	L1172100049	17011484	47705220	10-2380-330-000-10-240-000-000-0000		724.29
00010417	05/05/2017	L1172100050	17011485	47795898	10-2380-330-000-10-240-000-000-0000		680.08
00010417	05/05/2017	L1172100051	17011486	47748354	10-2380-330-000-10-240-000-000-0000		706.76
00010417	05/05/2017	L1172100097	17011493	47900529	10-2380-330-000-10-220-000-000-0000	10238033010220	1,115.20
00010417	05/05/2017	L1172100098	17011493	47900529	10-2380-330-000-10-220-000-000-0000	10238033010220	24.04
<b>Vendor: 6285 - OFFICE TEAM</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 10,989.05</b>
00010418	05/05/2017	L1172100096	17011535	2275 9867686 LM	10-2380-810-000-10-260-000-000-0000		595.00
<b>Vendor: 0975 - PA ASSOC OF ELEMENTARY SCH PRI</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 595.00</b>
00010419	05/05/2017	L1168900012	17009851	2200025471254/17	10-2620-424-000-00-000-000-000-0000		163.80
00010419	05/05/2017	L1168900013	17009851	2100312896664/17	10-2620-424-000-00-000-000-000-0000		295.96
00010419	05/05/2017	L1168900014	17009851	2100328919634/17	10-2620-424-000-00-000-000-000-0000		16.11
00010419	05/05/2017	L1168900015	17009851	2100293747454/17	10-2620-424-000-00-000-000-000-0000		320.67

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GENERAL FUND - From 04/22/2017 To 05/05/2017

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00010419	05/05/2017	L1168900016	17009851	2100304966694/17	10-2620-424-000-00-000-000-0000		40.59
<b>Vendor: 0995 - PA-AMERICAN WATER COMPANY</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 837.13</b>
00010420	05/05/2017	L1172100002	17011047	BK 84564102	10-1190-610-420-00-000-000-000-1617	101190610420161	1,543.81
00010420	05/05/2017	L1172100003	17011047	BK 84453515	10-1190-610-420-00-000-000-000-1617	101190610420161	810.75
<b>Vendor: 5092 - PEARSON EDUCATION</b>					<b>Remit # 1</b>	<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,354.56</b>
00010421	05/05/2017	L1165700025	17010868	0131746-IN	10-2620-424-000-00-000-000-0000		607.50
00010421	05/05/2017	L1165700026	17010868	0131076-IN	10-2620-424-000-00-000-000-0000		1,885.83
<b>Vendor: 2175 - PROASYS INC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount: 2,493.33</b>	
00010422	05/05/2017	L1168900017	17009915	2653410	10-1110-610-000-22-530-110-000-0000		13.85
00010422	05/05/2017	L1168900018	17009915	2653410	10-1110-610-000-23-530-110-000-0000		13.86
00010422	05/05/2017	L1168900019	17009915	2653410	10-1110-610-000-24-530-110-000-0000		13.85
00010422	05/05/2017	L1168900020	17009915	2608685	10-1241-610-000-22-530-000-000-0000		100.00
00010422	05/05/2017	L1168900021	17009915	2608685	10-1241-610-000-23-530-000-000-0000		1.60
00010422	05/05/2017	L1168900022	17009915	2601927	10-1110-610-000-22-530-110-000-0000		3.99
00010422	05/05/2017	L1168900023	17009915	2601927	10-1110-610-000-23-530-110-000-0000		3.99
00010422	05/05/2017	L1168900024	17009915	2601927	10-1110-610-000-24-530-110-000-0000		4.00
00010422	05/05/2017	L1168900025	17009915	2657260	10-2250-648-000-22-530-000-000-0000		16.25
00010422	05/05/2017	L1168900026	17009915	2657260	10-2250-648-000-23-530-000-000-0000		16.25
00010422	05/05/2017	L1168900027	17009915	2657260	10-2250-648-000-24-530-000-000-0000		16.24
00010422	05/05/2017	L1168900028	17009915	2582489	10-1110-610-000-22-530-110-000-0000		69.82
00010422	05/05/2017	L1168900029	17009915	2582489	10-1110-610-000-23-530-110-000-0000		69.81
00010422	05/05/2017	L1168900030	17009915	2582489	10-1110-610-000-24-530-110-000-0000		69.81
00010422	05/05/2017	L1168900032	17011420	6055689	10-2122-610-000-00-000-000-000-0114		302.33
00010422	05/05/2017	L1168900072	17011302	5890436CM	10-2310-610-000-00-000-000-000-0000		-23.10
00010422	05/05/2017	L1168900073	17011302	5890436	10-2310-610-000-00-000-000-000-0000		23.10
00010422	05/05/2017	L1168900074	17011302	6121970	10-2310-610-000-00-000-000-000-0000		12.78
00010422	05/05/2017	L1168900075	17011302	5896757	10-2310-610-000-00-000-000-000-0000		9.38
00010422	05/05/2017	L1168900076	17011302	5878335	10-2310-610-000-00-000-000-000-0000		155.06
00010422	05/05/2017	L1172100052	17011464	6301087	10-2380-610-000-23-550-000-000-0000		14.38
00010422	05/05/2017	L1172100053	17011460	6234841	10-1110-610-000-22-550-000-000-0000		21.00
00010422	05/05/2017	L1172100054	17011460	6234841	10-1110-610-000-23-550-000-000-0000		21.00
00010422	05/05/2017	L1172100055	17011460	6234841	10-1110-610-000-24-550-000-000-0000		21.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

05/05/2017 10:55:42 AM

Coatesville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010422	05/05/2017	L1172100101	17011472	6200254	10-2170-610-000-00-000-000-0114		674.14
<b>Vendor: 1103 - QUILL CORPORATION</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,644.39</b>
00010423	05/05/2017	C1170400011	117344	204	10-3250-330-000-00-000-000-0000		144.00
<b>Vendor: 1110 - RALPH C BRETZ</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>144.00</b>
00010424	05/05/2017	L1172100004	17011045	75171	10-2380-610-000-23-550-000-000-0000		100.00
<b>Vendor: 1114 - RAPTOR TECHNOLOGIES LLC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>100.00</b>
00010425	05/05/2017	L1168900033	17011422	347915	10-1110-562-000-00-000-000-000-0000		25,344.97
00010425	05/05/2017	L1168900034	17011422	347915	10-1290-562-000-00-000-000-000-0115		8,842.66
<b>Vendor: 6715 - REACH CYBER CHARTER SCHOOL</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>34,187.63</b>
00010426	05/05/2017	L1168900077	17011524	5010268	10-2271-324-420-00-000-000-000-1617	102271324420161	16,000.00
00010426	05/05/2017	L1168900078	17011524	5008972	10-2271-324-420-00-000-000-000-1617	102271324420161	16,000.00
<b>Vendor: 6577 - READING AND WRITING PROJECT NETWORK LLC</b>					<b>Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>32,000.00</b>
00010427	05/05/2017	C1170400003	117342	21317	10-3250-330-000-00-000-000-000-0000		60.00
00010427	05/05/2017	C1170400005	117342	21417	10-3250-330-000-00-000-000-000-0000		60.00
<b>Vendor: 1664 - ROBERT RISOLI</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>120.00</b>
00010428	05/05/2017	C1170400002	117342	21317	10-3250-330-000-00-000-000-000-0000		60.00
00010428	05/05/2017	C1170400004	117342	21417	10-3250-330-000-00-000-000-000-0000		60.00
00010428	05/05/2017	C1170400008	117342	21017	10-3250-330-000-00-000-000-000-0000		60.00
<b>Vendor: 1185 - SAMUEL PATRICK CERMINANO JR</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>180.00</b>
00010429	05/05/2017	L1165700055	17011404	30557	10-0462-260-000-00-000-000-000-0000	100462260	9,722.99
<b>Vendor: 1203 - SCHOOL DISTRICT INSURANCE CONS</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>9,722.99</b>
00010430	05/05/2017	L1168900048	17011313	3279057-00	10-1110-610-000-10-220-000-000-0000		28.98
<b>Vendor: 1205 - SCHOOL HEALTH CORP</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>28.98</b>
00010431	05/05/2017	L1168900037	17011358	208118078580	10-1110-610-000-10-260-000-000-0000		86.08
00010431	05/05/2017	L1168900038	17011319	208118074963	10-1110-610-000-10-260-000-000-0000		36.30
00010431	05/05/2017	L1168900039	17011319	208118074963	10-1110-610-000-10-260-000-000-0000		50.75
00010431	05/05/2017	L1172100093	17011459	208118149605	10-1110-610-000-22-550-000-000-0000		166.83
00010431	05/05/2017	L1172100094	17011459	208118149605	10-1110-610-000-23-550-000-000-0000		166.83
00010431	05/05/2017	L1172100095	17011459	208118149605	10-1110-610-000-24-550-000-000-0000		166.84
<b>Vendor: 1208 - SCHOOL SPECIALTY INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>673.63</b>
00010432	05/05/2017	L1168900040	17010461	530412	10-2620-624-000-00-000-000-000-0000		233.12
<b>Vendor: 1231 - SHELLER OIL CO INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>233.12</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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c - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010433	05/05/2017	L1168900041	17011372	220165	10-2620-433-000-00-000-000-0000	102620433	2,716.06
Vendor: 6364 - SLOAN MOTORS					Check Date: 05/05/2017	Check Amount:	2,716.06
00010434	05/05/2017	L1172100123	17010336	16594	10-3250-610-000-00-000-000-0000		123.25
Vendor: 1253 - SPORTSMANS					Remit # 1 Check Date: 05/05/2017	Check Amount:	123.25
00010435	05/05/2017	L1165700027	17009444	63700	10-2620-610-000-00-000-000-0000		3.00
00010435	05/05/2017	L1165700028	17009444	63701	10-2620-610-000-00-000-000-0000		3.00
Vendor: 1276 - SUBURBAN PROPANE					Remit # 1 Check Date: 05/05/2017	Check Amount:	6.00
00010436	05/05/2017	L1165700029	17011436	3/26/17	10-2380-635-000-23-530-000-000-0000		250.00
Vendor: 6865 - SWEET WATER EDUCATION EVENTS TRAINING					Check Date: 05/05/2017	Check Amount:	250.00
00010437	05/05/2017	L1160700029	17011426	1797	10-1290-568-000-00-000-000-000-0115		376.88
00010437	05/05/2017	L1160700030	17011426	1875	10-1290-568-000-00-000-000-000-0115		242.28
Vendor: 6635 - THE CHILDRENS HOSPITAL OF PHILADELPHIA					Check Date: 05/05/2017	Check Amount:	619.16
00010438	05/05/2017	L1165700047	17011377	I-000194411	10-1290-568-000-00-000-000-000-0115		476.00
Vendor: 1312 - THE GLEN MILLS SCHOOLS					Remit # 1 Check Date: 05/05/2017	Check Amount:	476.00
00010439	05/05/2017	L1165700044	17011469	401928462017	10-1110-561-000-00-000-000-000-0000		3,906.00
Vendor: 6743 - THE GREEN TREE SCHOOL & SERVICES INC					Check Date: 05/05/2017	Check Amount:	3,906.00
00010440	05/05/2017	L1168900042	17011455	1977	10-1290-567-000-00-000-000-000-0115	1012905670115	3,857.07
Vendor: 1324 - THE TIMOTHY SCHOOL					Remit # 1 Check Date: 05/05/2017	Check Amount:	3,857.07
00010441	05/05/2017	C1170400007	117342	41817	10-3250-330-000-00-000-000-000-0000		64.00
Vendor: 1333 - THOMAS A DESHULA					Remit # 1 Check Date: 05/05/2017	Check Amount:	64.00
00010442	05/05/2017	L1168900079	17009238	836006815	10-1241-650-000-00-000-000-000-0115		33.00
Vendor: 1341 - THOMSON WEST					Remit # 1 Check Date: 05/05/2017	Check Amount:	33.00
00010443	05/05/2017	L1165700030	17011520	170420004	10-2620-433-000-00-000-000-000-0000	102620433	249.70
Vendor: 6105 - TROUPE AUTOMOTIVE INC					Check Date: 05/05/2017	Check Amount:	249.70
00010444	05/05/2017	L1165700031	17011532	56266642-00	10-2620-610-000-00-000-000-000-0000		12.84
Vendor: 1383 - UNITED REFRIGERATION INC					Remit # 1 Check Date: 05/05/2017	Check Amount:	12.84
00010445	05/05/2017	L1165700056	17011053	5032609	10-1190-610-410-00-000-000-000-1617	101190610410161	4,707.32
Vendor: 1384 - UNITED STATES PLASTIC CORP					Remit # 1 Check Date: 05/05/2017	Check Amount:	4,707.32
00010446	05/05/2017	L1168900080	17011434	S6107118.001	10-2620-610-000-00-000-000-000-0000		122.48
Vendor: 1398 - US SUPPLY CO INC					Remit # 1 Check Date: 05/05/2017	Check Amount:	122.48
00010447	05/05/2017	L1172100102	17011536	T/R 4/26/17	10-2271-240-000-30-000-000-000-0000	10227124030	1,440.00
Vendor: 6771 - VICTORIA A MASCIANDARO					Remit # 1 Check Date: 05/05/2017	Check Amount:	1,440.00

\* Denotes Non-Negotiable Transaction

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00010448	05/05/2017	L1165700021	17007425	I42817123	10-1110-610-000-10-240-000-000-0000		927.20
00010448	05/05/2017	L1168900067	17007417	I43562691	10-1110-610-000-24-520-000-000-0000		810.00
00010448	05/05/2017	L1168900068	17007413	I43563573	10-1110-610-000-22-530-110-000-0000		270.00
00010448	05/05/2017	L1168900069	17007413	I43563573	10-1110-610-000-23-530-110-000-0000		270.00
00010448	05/05/2017	L1168900070	17007413	I43563573	10-1110-610-000-24-530-110-000-0000		270.00
00010448	05/05/2017	L1168900071	17007400	I43562421	10-2513-610-000-00-000-000-000-0000		810.00
00010448	05/05/2017	C1169400001	17007414	CR4091881	10-1110-610-000-11-230-000-000-0000		-899.20
00010448	05/05/2017	L1172100056	17007429	I43640325	10-1110-610-000-22-550-000-000-0000		270.00
00010448	05/05/2017	L1172100057	17007429	I43640325	10-1110-610-000-23-550-000-000-0000		270.00
00010448	05/05/2017	L1172100058	17007429	I43640325	10-1110-610-000-24-550-000-000-0000		270.00
00010448	05/05/2017	L1172100059	17007424	I43640819	10-1110-610-000-10-250-000-000-0000		810.00
00010448	05/05/2017	L1172100060	17007409	I43629802	10-1110-610-000-10-260-000-000-0000		810.00
00010448	05/05/2017	L1172100061	17007405	I42817121	10-1110-610-000-34-610-110-000-0000		927.20
00010448	05/05/2017	L1172100099	17007408	I42654889	10-1110-610-000-36-810-110-000-0000		463.60
00010448	05/05/2017	L1172100100	17007408	I42621769	10-1110-610-000-36-810-110-000-0000		463.60
<b>Vendor: 1421 - W B MASON CO INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>6,742.40</b>
00010449	05/05/2017	L1168900081	17011519	1075158	10-2620-432-000-00-000-000-000-0000		1,053.52
<b>Vendor: 1427 - WAYMAN FIRE PROTECTION INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,053.52</b>
00010450	05/05/2017	L1172100118	17009432	16-026 REV	10-3250-330-000-00-000-000-000-0000		20.00
00010450	05/05/2017	L1172100119	17009432	16-027 REV	10-3250-330-000-00-000-000-000-0000		20.00
00010450	05/05/2017	L1172100120	17009432	16-036	10-3250-330-000-00-000-000-000-0000		480.00
00010450	05/05/2017	L1172100121	17009432	16-038	10-3250-330-000-00-000-000-000-0000		480.00
00010450	05/05/2017	L1172100122	17009432	16-039	10-3250-330-000-00-000-000-000-0000		240.00
<b>Vendor: 1437 - WEST CALN TOWNSHIP POLICE DEPT</b>					<b>Remit # 2 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,240.00</b>
00010451	05/05/2017	L1168900046	17011263	9756005	10-2620-460-000-00-000-000-000-0000		540.00
00010451	05/05/2017	L1168900047	17011356	9750254	10-2620-460-000-00-000-000-000-0000		400.00
<b>Vendor: 1442 - WESTERN PEST SERVICES</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>940.00</b>
00010452	05/05/2017	C1170400001	117342	12716	10-3250-330-000-00-000-000-000-0000		60.00
<b>Vendor: 1447 - WILLIAM A REED</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>60.00</b>
00010453	05/05/2017	L1168900050	17009827	272938-22	10-3250-610-000-00-000-000-000-0000		1,547.32
<b>Vendor: 1482 - ZEPHYR GRAF-X INC</b>					<b>Remit # 1 Check Date: 05/05/2017</b>	<b>Check Amount:</b>	<b>1,547.32</b>
*0008817V	05/04/2017	M1174300001			10-1110-240-000-10-000-000-000-0000		-3,032.00

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

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# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 6551 - SARITA D BROWN-MITCHELL</b>					<b>Remit # 1</b>	<b>Check Date: 05/04/2017</b>	<b>Check Amount: -3,032.00</b>
*OACH1026	04/28/2017	M1167200001			10-1110-519-000-30-710-000-000-0301	101110519307100	3.24
*OACH1026	04/28/2017	M1167200002			10-2126-890-000-30-810-000-000-0000	10212689030810	1,225.98
<b>Vendor: 6638 - RevTrak</b>						<b>Check Date: 04/28/2017</b>	<b>Check Amount: 1,229.22</b>
*OACH1041	05/01/2017	M1173800001			10-0462-021-PAY-00-000-000-000-0000	100462021PAY	2,130.96
<b>Vendor: 1856 - DOMESTIC RELATIONS</b>					<b>Remit # 1</b>	<b>Check Date: 05/01/2017</b>	<b>Check Amount: 2,130.96</b>
*OACH1042	05/01/2017	M1174000001			10-0462-010-PAY-00-000-000-000-0000	100462010PAY	195,169.18
*OACH1042	05/01/2017	M1174000002			10-0462-011-PAY-00-000-000-000-0000	100462011PAY	108,707.57
*OACH1042	05/01/2017	M1174000003			10-0462-220-000-00-000-000-000-0000	100462220	108,707.57
*OACH1042	05/01/2017	M1174000004			10-0462-026-PAY-00-000-000-000-0000	100462026PAY	25,423.54
*OACH1042	05/01/2017	M1174000005			10-0462-220-000-00-000-000-000-0000	100462220	25,423.54
<b>Vendor: 1857 - IRS/FICA</b>					<b>Remit # 1</b>	<b>Check Date: 05/01/2017</b>	<b>Check Amount: 463,431.40</b>
*OACH1043	05/03/2017	M1175200001			10-0462-028-PAY-00-000-000-000-0000	100462028PAY	53,743.14
<b>Vendor: 1855 - PA DEPT OF REVENUE</b>					<b>Remit # 1</b>	<b>Check Date: 05/03/2017</b>	<b>Check Amount: 53,743.14</b>
*OACH1046	05/02/2017	M1174900001			10-0462-250-000-00-000-000-000-0000	100462250	5,152.19
<b>Vendor: 0993 - PA UNEMPLOYMENT COMP FUND</b>					<b>Remit # 2</b>	<b>Check Date: 05/02/2017</b>	<b>Check Amount: 5,152.19</b>
*OACH1047	05/03/2017	M1175300001			10-0462-230-000-00-000-000-000-0000	100462230	3,324,003.33
<b>Vendor: 1093 - PUBLIC SCHOOL EMPLOYEE RET SYS</b>					<b>Remit # 2</b>	<b>Check Date: 05/03/2017</b>	<b>Check Amount: 3,324,003.33</b>
*OACH1049	05/02/2017	M1174400001			10-0462-013-PAY-00-000-000-000-0000	100462013PAY	139,472.30
<b>Vendor: 0726 - KEYSTONE COLLECTIONS GROUP</b>					<b>Remit # 2</b>	<b>Check Date: 05/02/2017</b>	<b>Check Amount: 139,472.30</b>
*OACH1050	05/02/2017	M1174500001			10-0462-250-PAY-00-000-000-000-0000	100462250PAY	9,005.38
<b>Vendor: 0993 - PA UNEMPLOYMENT COMP FUND</b>					<b>Remit # 2</b>	<b>Check Date: 05/02/2017</b>	<b>Check Amount: 9,005.38</b>
*WIRE1023	04/28/2017	M1166600001			10-0462-272-000-00-000-000-000-0000	100462272	14,466.38
<b>Vendor: 1876 - United Concordia</b>						<b>Check Date: 04/28/2017</b>	<b>Check Amount: 14,466.38</b>
*WIRE1036	04/22/2017	M1158800001			10-0462-271-000-00-000-000-000-0000	100462271	5,798.55
*WIRE1036	04/22/2017	M1158800002			10-0462-271-000-00-000-000-000-0000	100462271	6.33
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 04/22/2017</b>	<b>Check Amount: 5,804.88</b>
*WIRE1037	04/22/2017	M1158900001			10-0462-276-000-00-000-000-000-0000	100462276	50,547.24
*WIRE1037	04/22/2017	M1158900002			10-0462-276-000-00-000-000-000-0000	100462276	645.65
*WIRE1037	04/22/2017	M1158900003			10-0462-271-000-00-000-000-000-0000	100462271	135,522.51
*WIRE1037	04/22/2017	M1158900004			10-0462-271-000-00-000-000-000-0000	100462271	148.64
<b>Vendor: 5083 - RESCHINI AGENCY INC</b>					<b>Remit # 1</b>	<b>Check Date: 04/22/2017</b>	<b>Check Amount: 186,864.04</b>

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Register

GENERAL FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*WIRE1038	04/26/2017	M1161900001			10-0462-019-PAY-00-000-000-000-0000	100462019PAY	51,453.75
Vendor: 1886 - TSA CONSULTING GROUP INC					Remit # 1	Check Date: 04/26/2017	Check Amount: 51,453.75
*WIRE1039	04/28/2017	M1166900001			10-0462-276-000-00-000-000-000-0000	100462276	55,193.79
*WIRE1039	04/28/2017	M1166900002			10-0462-276-000-00-000-000-000-0000	100462276	828.80
*WIRE1039	04/28/2017	M1166900003			10-0462-271-000-00-000-000-000-0000	100462271	139,211.81
*WIRE1039	04/28/2017	M1166900004			10-0462-271-000-00-000-000-000-0000	100462271	152.81
Vendor: 5083 - RESCHINI AGENCY INC					Remit # 1	Check Date: 04/28/2017	Check Amount: 195,387.21
*WIRE1040	04/28/2017	M1167000001			10-0462-271-000-00-000-000-000-0000	100462271	15,580.97
*WIRE1040	04/28/2017	M1167000002			10-0462-271-000-00-000-000-000-0000	100462271	17.20
Vendor: 5083 - RESCHINI AGENCY INC					Remit # 1	Check Date: 04/28/2017	Check Amount: 15,598.17
*WIRE1044	04/28/2017	M1166700001			10-0462-272-000-00-000-000-000-0000	100462272	26,671.28
*WIRE1044	04/28/2017	M1166700002			10-0462-272-000-00-000-000-000-0000	100462272	573.96
Vendor: 1876 - United Concordia						Check Date: 04/28/2017	Check Amount: 27,245.24
*WIRE1045	04/28/2017	M1166800001			10-0462-019-PAY-00-000-000-000-0000	100462019PAY	51,892.53
Vendor: 1886 - TSA CONSULTING GROUP INC					Remit # 1	Check Date: 04/28/2017	Check Amount: 51,892.53
*WIRE1048	05/02/2017	M1175100001			10-0462-272-000-00-000-000-000-0000	100462272	13,090.86
Vendor: 1876 - United Concordia						Check Date: 05/02/2017	Check Amount: 13,090.86

10-GENERAL FUND 5,975,164.15

Grand Total Manual Checks :	4,556,938.98 ✓
Grand Total Regular Checks :	1,418,225.17 ✓
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	5,975,164.15

Lorum. 5/5/17

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment



# Bills to be Approved

GENERAL FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
AFLAC	AFLAC.....		1,038.37
AQUA PENNSYLVANIA INC	Water/Sewer.....		2,993.06
BERKHEIMER TAX ADMINISTRATOR	WAGE ATTACHMENT - OTHER.....		118.45
CITADEL CREDIT UNION	UNION DUES.....		1,173.11
COATESVILLE AREA TEACHER	PAYROLL DEDUCTIONS 4/28/17.....		23,795.00
ASSOC			
DIVERSIFIED COLLECTION	PAYROLL DEDUCTION 4/28/2017.....		114.23
SERVICE			
PA-AMERICAN WATER COMPANY	Water/Sewer.....		6,218.49
SECURITY BENEFIT COMPANIES	FSA MEDICAL CARE W/H.....	DEPENDENT CARE W/H.....	2,965.68
TEAMSTERS LOCAL 384	APRIL 2017.....		6,085.72
TG COLLECTIONS	PAYROLL DEDUCTION 4/28/17.....		198.00
VERIZON BUSINESS	Communications / Postage.....		9,194.87
WILLIAM C MILLER TRUSTEE	PAYROLL DEDUCTION 4/28/17.....		632.50
AT & T MOBILITY II LLC	Communications / Postage.....		304.83
21ST CENTURY CYBER CHARTER	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	51,646.99
SCH			
A J BLOSENSKI INC	Disposal Svcs.....		154.51
AGORA CYBER CHARTER SCHOOL	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	74,590.77
AHOLD FINANCIAL SERVICES LLC		General Supplies - Family Stud....	1,545.72
AMANDA L CAVITT	Prof Educ. Svc. Training.....	Non Instr - Non Cert - Tuit.....	531.29
ANASTASI LANDSCAPING INC	Repair & Maintenance - Buildin....		7,685.00
BAYADA HOME HEALTHCARE INC	Multi Handicap - Prof Svcs.....		2,955.79
BLAISE F FROST			520.00
BUCKS COUNTY SCHOOLS IU #22	PROF-ED SVCS-IU.....		2,424.24
BUXMONT ACADEMY	TUITION APS.....		2,942.10
C & R GLASS INC	Repair & Maintenance - Buildin....	General Supplies.....	242.76
CAMPBILL SPECIAL SCHOOL INC	TUITION APS.....		13,038.91
CAROL A HEINDEL	Travel.....		39.16
CASD - FOOD SERVICE	Title I - Parental Invol.....		75.50
CCIU #24 - GENERAL FUND	PROF-ED SVCS-IU.....		596,314.11
CCRES INC	Professional Services.....		3,850.00
CHESCONET	Lease/Rentl-Hardwar/Techn.....		8,500.00
CHESTER COUNTY FAMILY	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	65,941.26
ACADEMY			
CHRISTOPHER G ROBERTS	Learning Support - Prof Svcs.....		2,270.00
CINTAS CORPORATION NO 2	Linen / Drycleaning.....		1,237.14
CLAARISSA E GAMBER	Gasoline (Fuel).....		10.00
COATESVILLE AREA EDUCATION			2,883.00

\* Denotes Non-Negotiable Transaction

P - Prenote

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# Bills to be Approved

GENERAL FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
RAIDER STARZ			
COLONIAL ELEC SUPPLY COMPANY INC	General Supplies.....		406.28
CRITICARE	Multi Handicap - Prof Svcs.....		5,339.00
DAILY LOCAL NEWS	Advertising.....		172.09
DARLENE M SCHOENLY	Title II - PD Training.....		5,000.00
DEIRDRE ZANGWILL / PRIME	JUDGMENTS AGAINST LEA.....		100.00
ACADEMICS LLC			
DELORES M VANDERBILT	Learning Support - Prof Svcs.....		6,260.00
DEMCO INC	General Supplies.....	GENERAL SUPPLIES.....	138.83
DEVEREUX FOUNDATION	TUITION APS.....		24,984.00
EBS HEALTHCARE	OTHER PROFESSIONAL SVCS.....		62,026.04
EDUCATION INC	TUITION PRRI/DETENTION.....		1,316.70
EFAX CORPORATE / J2 CLOUD	Communications / Postage.....		749.50
SERVICES INC			
ELWYN	TUITION APS.....		9,569.56
Elliott Greenleaf, P.C.	Legal Fees.....		20,058.70
FASTENAL COMPANY	General Supplies.....		207.03
FINDAWAY WORLD LLC	Title I - Parental Involvement....		2,003.48
GCA Serivce Group	Custodial Services.....		48,862.17
GRAINGER INC	General Supplies.....	Repair & Maintenance - Buildin....	3,704.95
GREEN VALLEY ACADEMY	Tuition to Non-Public Schools.....		12,160.00
HANDI-CRAFTERS INC	Learning Support - Prof Svcs.....		2,530.00
HATT'S INDUSTRIAL SUPPLIES INC	General Supplies.....		1,148.60
HEALTH ADVOCATE INC	Other Professional Svcs.....		1,145.20
HEINEMANN / GREENWOOD	Title I - Supplies.....		4,335.49
PUBLISHING GROUP INC			
HUMANWARE USA INC	Cap Equipment - Original.....		5,374.00
IMPERIAL BAG & PAPER CO LLC	Repair & Maintenance - Equipme....		3,710.24
INSIGHT WORKFORCE SOLUTIONS INC			52,384.18
INTERSTATE TAX SERVICE INC	Employer Unemployment Comp.....		564.00
JOHN B FLYNN III	4/18 BASEBALL MS NB PENNS GROVE...		64.00
JOHNSTONE SUPPLY	General Supplies.....		17.80
JOSE R MONASTERIO MD	Other Professional Svcs.....		240.00
KAREN M SHAFFER	Instr - Cert Staff - Tuition.....		933.75
KEEN COMPRESSED GAS COMPANY	Bottled Gas (Not Heat).....		259.27
KELLYS SPORTS LTD	General Supplies.....		648.00

\* Denotes Non-Negotiable Transaction

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# Bills to be Approved

GENERAL FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
KIDS PEACE NATIONAL CNTR	Learning Support - Prof Svcs.....		320.00
GEORGE KRAPP JR & SONS INC	VEHICLE OPERATION SVC.....		18,034.62
LDP INC LEADER SERVICES	Learning Support - Prof Svcs.....		3,576.10
LEATHEROLOGY	General Supplies.....		815.00
LEEDSWEST INVESTMENT GROUP	Repairs & Maint - Vehicles.....		713.35
LEGO DACTA PITSCO LLC	General Supplies.....		8.00
LINDAMOOD BELL LEARNING PROCESSES	Learning Support - Prof Svcs.....		24,341.80
Logic Choice Business Technologies, LLC	PROFESSIONAL SERVICES.....		23,500.00
MELMARK INC	TUITION APS.....		45,352.00
MICHAEL PATRICK CABRY	12/7 GIRLS BASKETBALL GREAT VALLEY	GIRLS BASKETBALL FUGETT NB.....	120.00
MIDDLE STATES ASSOC	Dues & Fees.....		2,500.00
NEXVORTEX INC	Communications / Postage.....		1,194.00
OFFICE DEPOT	General Supplies.....		636.95
OFFICE TEAM		Student Acct Serv - Prof Svcs.....	10,989.05
PA ASSOC OF ELEMENTARY SCH PRI	Dues & Fees.....		595.00
PA-AMERICAN WATER COMPANY	Water/Sewer.....		837.13
PEARSON EDUCATION	Title II - Supplies.....		2,354.56
PROASYS INC	Water/Sewer.....		2,493.33
QUILL CORPORATION	General Supplies.....		1,644.39
RALPH C BRETZ	2016-17 REFEREE ASSIGNMENT 9TH GR		144.00
RAPTOR TECHNOLOGIES LLC	General Supplies.....		100.00
REACH CYBER CHARTER SCHOOL	Tuition - Charter Schools.....	CHARTER SCHOOLS - TUITION.....	34,187.63
READING AND WRITING PROJECT NETWORK LLC	Title II - PD Training.....		32,000.00
ROBERT RISOLI	2/13 BOYS BASKETBALL MS SB LIONVIL	2/14 BOYS BASKETBALL MIDDLE SB SC.	120.00
SAMUEL PATRICK CERMINANO JR	2/13 BOYS BASKETBALL MS SB LIONVIL	2/14 BOYS BASKETBALL MIDDLE SB SC.	180.00
SCHOOL DISTRICT INSURANCE	WORKER'S COMP.....		9,722.99
CONS			
SCHOOL HEALTH CORP	General Supplies.....		28.98
SCHOOL SPECIALTY INC	General Supplies.....		673.63
SHELLER OIL CO INC	Oil (Heat).....		233.12
SLOAN MOTORS	Repairs & Maint - Vehicles.....		2,716.06
SPORTSMANS	General Supplies.....		123.25
SUBURBAN PROPANE	General Supplies.....		6.00
SWEET WATER EDUCATION EVENTS TRAINING	Meals/Refreshments.....		250.00

\* Denotes Non-Negotiable Transaction

P - Prenote

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# Bills to be Approved

GENERAL FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
THE CHILDRENS HOSPITAL OF PHILADELPHIA	TUITION PRRI/DETENTION.....		619.16
THE GLEN MILLS SCHOOLS	TUITION PRRI/DETENTION.....		476.00
THE GREEN TREE SCHOOL & SERVICES INC	Tuition - Other LEA's.....		3,906.00
THE TIMOTHY SCHOOL	TUITION APS.....		3,857.07
THOMAS A DESHULA	4/18 SOFTBALL MS NB PENNS GROVE...		64.00
THOMSON WEST	SUPPLIES/FEES--TECHNOLOGY.....		33.00
TROUPE AUTOMOTIVE INC	Repairs & Maint - Vehicles.....		249.70
UNITED REFRIGERATION INC	General Supplies.....		12.84
UNITED STATES PLASTIC CORP	Title I - Supplies.....		4,707.32
US SUPPLY CO INC	General Supplies.....		122.48
VICTORIA A MASCIANDARO	Instr - Cert Staff - Tuition.....		1,440.00
W B MASON CO INC	General Supplies.....		6,742.40
WAYMAN FIRE PROTECTION INC	Repair & Maintenance - Equipme....		1,053.52
WEST CALN TOWNSHIP POLICE DEPT	Other Professional Services.....		1,240.00
WESTERN PEST SERVICES	Extermination Services.....		940.00
WILLIAM A REED	12/7 GIRLS 7/8TH BASKETBALLNB.....		60.00
ZEPHYR GRAF-X INC	General Supplies.....		1,547.32
SARITA D BROWN-MITCHELL	VOID Ck #8817; 11/18/16.....		-3,032.00
RevTrak	RevTrak-AP Testing Comm-March.....	RevTrak-Cyber Field Trip Comm-Marc	1,229.22
DOMESTIC RELATIONS	ExpertPay.....		2,130.96
IRS/FICA	Fed W/H Tax pymt.....	FICA pymt-EE.....	463,431.40
PA DEPT OF REVENUE	PA W/H Tax pymt.....		53,743.14
PA UNEMPLOYMENT COMP FUND	Emplr Share PA Unemp Tax.....		5,152.19
PUBLIC SCHOOL EMPLOYEE RET SYS	Emplr Share 4th Qtr 2016.....		3,324,003.33
KEYSTONE COLLECTIONS GROUP	Keystone 1st Qtr EIT pymt.....		139,472.30
PA UNEMPLOYMENT COMP FUND	EE Share-1st Qtr 2017 Pymt.....		9,005.38
United Concordia	04/07/2017 - 04/14/2017-Claims....		14,466.38
RESCHINI AGENCY INC	Medical Claims-04/19/2017.....	Medical Access fee-04/19/2017.....	5,804.88
RESCHINI AGENCY INC	Medical Claims-04/19/2017.....	Prescription Claims-04/19/2017....	186,864.04
TSA CONSULTING GROUP INC	403B & Roth Pymt-TSA Consulting...		51,453.75
RESCHINI AGENCY INC	Medical Claims-04/26/2017.....	Prescription Claims-04/26/2017....	195,387.21
RESCHINI AGENCY INC	Medical Claims-04/26/2017.....	Medical Access fee-04/26/2017.....	15,598.17
United Concordia	04/14/2017-04/21/2017-Claims.....		27,245.24
TSA CONSULTING GROUP INC	403B & Roth Pymt-TSA Consulting...		51,892.53
United Concordia	04/21/17 - 04/28/17-Claims.....		13,090.86

\* Denotes Non-Negotiable Transaction

P - Prenote

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# Bills to be Approved

GENERAL FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name

Description Of Purchase

Description Of Purchase

Check Amount

10-GENERAL FUND

5,975,164.15

Grand Total Manual Checks :

4,556,938.98 ✓

Grand Total Regular Checks :

1,418,225.17 ✓

Grand Total Direct Deposits:

0.00

Grand Total Credit Card Payments:

0.00

Grand Total All Checks :

5,975,164.15

*Sum. 751517*

\* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment



# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001031	05/04/2017	L1158600002	17011412		51-3100-580-000-00-000-000-0000		17.66
00001031	05/04/2017	L1158600003	17011413		51-3100-580-000-00-000-000-0000		22.47
<b>Vendor: 0120 - BELINDA M MILLER</b>					<b>Remit # 1</b>	<b>Check Date: 05/04/2017</b>	<b>Check Amount: 40.13</b>
00001032	05/04/2017	L1163400006	17011528		51-3100-580-000-00-000-000-0000		67.41
<b>Vendor: 0220 - CHRISTINE A CUMENS</b>					<b>Remit # 1</b>	<b>Check Date: 05/04/2017</b>	<b>Check Amount: 67.41</b>
00001033	05/04/2017	L1158600101	17011400	7249603	51-3100-631-000-00-000-000-0000		1,966.01
00001033	05/04/2017	L1158600102	17011400	7253341	51-3100-631-000-00-000-000-0000		1,922.46
00001033	05/04/2017	L1158600103	17011400	7257988	51-3100-631-000-00-000-000-0000		1,908.15
00001033	05/04/2017	L1158600104	17011400	7260309	51-3100-631-000-00-000-000-0000		2,060.29
00001033	05/04/2017	L1158600105	17011400	7264155	51-3100-631-000-00-000-000-0000		1,513.87
00001033	05/04/2017	L1158600106	17011400	7249602	51-3100-631-000-00-000-000-0000		1,705.00
00001033	05/04/2017	L1158600107	17011400	07253340	51-3100-631-000-00-000-000-0000		1,687.45
00001033	05/04/2017	L1158600108	17011400	7257987	51-3100-631-000-00-000-000-0000		1,131.13
00001033	05/04/2017	L1158600109	17011400	7260308	51-3100-631-000-00-000-000-0000		1,661.11
00001033	05/04/2017	L1158600110	17011400	7264154	51-3100-631-000-00-000-000-0000		2,485.41
00001033	05/04/2017	L1158600111	17011400	7253336	51-3100-631-000-00-000-000-0000		1,357.03
00001033	05/04/2017	L1158600112	17011400	7257983	51-3100-631-000-00-000-000-0000		1,190.14
00001033	05/04/2017	L1158600113	17011400	7260304	51-3100-631-000-00-000-000-0000		1,439.33
00001033	05/04/2017	L1158600114	17011400	7264149	51-3100-631-000-00-000-000-0000		1,156.40
00001033	05/04/2017	L1158600115	17011400	7249601	51-3100-631-000-00-000-000-0000		754.66
00001033	05/04/2017	L1158600116	17011400	7253339	51-3100-631-000-00-000-000-0000		805.00
00001033	05/04/2017	L1158600117	17011400	7257986	51-3100-631-000-00-000-000-0000		548.41
00001033	05/04/2017	L1158600118	17011400	7260307	51-3100-631-000-00-000-000-0000		499.54
00001033	05/04/2017	L1158600119	17011400	7264153	51-3100-631-000-00-000-000-0000		771.59
00001033	05/04/2017	L1158600120	17011400	7249599	51-3100-631-000-00-000-000-0000		1,683.54
00001033	05/04/2017	L1158600121	17011400	7253337	51-3100-631-000-00-000-000-0000		699.29
00001033	05/04/2017	L1158600122	17011400	1861.40	51-3100-631-000-00-000-000-0000		1,861.40
00001033	05/04/2017	L1158600123	17011400	7260305	51-3100-631-000-00-000-000-0000		1,038.66
00001033	05/04/2017	L1158600124	17011400	7264151	51-3100-631-000-00-000-000-0000		1,329.45
00001033	05/04/2017	L1158600125	17011400	7249633	51-3100-631-000-00-000-000-0000		572.29
00001033	05/04/2017	L1158600126	17011400	7249634	51-3100-631-000-00-000-000-0000		21.89
00001033	05/04/2017	L1158600127	17011400	7253387	51-3100-631-000-00-000-000-0000		875.01

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

05/05/2017 11:00:52 AM

Coatesville Area School District

Page 1

# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt	
00001033	05/04/2017	L1158600128	17011400	7257991	51-3100-631-000-00-000-000-0000		686.40	
00001033	05/04/2017	L1158600129	17011400	7260346	51-3100-631-000-00-000-000-0000		776.50	
00001033	05/04/2017	L1158600130	17011400	7264319	51-3100-631-000-00-000-000-0000		908.78	
00001033	05/04/2017	L1158600131	17011400	72449632	51-3100-631-000-00-000-000-0000		995.10	
00001033	05/04/2017	L1158600132	17011400	7253386	51-3100-631-000-00-000-000-0000		1,007.46	
00001033	05/04/2017	L1158600133	17011400	7257990	51-3100-631-000-00-000-000-0000		834.23	
00001033	05/04/2017	L1158600134	17011400	7260345	51-3100-631-000-00-000-000-0000		1,408.78	
00001033	05/04/2017	L1158600135	17011400	7264318	51-3100-631-000-00-000-000-0000		1,924.85	
00001033	05/04/2017	L1158600136	17011400	7249597	51-3100-631-000-00-000-000-0000		620.41	
00001033	05/04/2017	L1158600137	17011400	7253334	51-3100-631-000-00-000-000-0000		782.82	
00001033	05/04/2017	L1158600138	17011400	7257982	51-3100-631-000-00-000-000-0000		424.82	
00001033	05/04/2017	L1158600139	17011400	7260303	51-3100-631-000-00-000-000-0000		560.42	
00001033	05/04/2017	L1158600140	17011400	7264148	51-3100-631-000-00-000-000-0000		556.46	
00001033	05/04/2017	L1158600141	17011400	7249635	51-3100-631-000-00-000-000-0000		639.77	
00001033	05/04/2017	L1158600142	17011400	7253388	51-3100-631-000-00-000-000-0000		447.20	
00001033	05/04/2017	L1158600143	17011400	7257992	51-3100-631-000-00-000-000-0000		465.07	
00001033	05/04/2017	L1158600144	17011400	7260347	51-3100-631-000-00-000-000-0000		469.03	
00001033	05/04/2017	L1158600145	17011400	7264320	51-3100-631-000-00-000-000-0000		519.83	
00001033	05/04/2017	L1158600146	17011400	7249600	51-3100-631-000-00-000-000-0000		452.44	
00001033	05/04/2017	L1158600147	17011400	7253338	51-3100-631-000-00-000-000-0000		500.94	
00001033	05/04/2017	L1158600148	17011400	7257985	51-3100-631-000-00-000-000-0000		445.83	
00001033	05/04/2017	L1158600149	17011400	7260306	51-3100-631-000-00-000-000-0000		472.39	
00001033	05/04/2017	L1158600150	17011400	7264152	51-3100-631-000-00-000-000-0000		916.52	
00001033	05/04/2017	L1158600151	17011400	7245803	51-3100-631-000-00-000-000-0000		1,104.78	
00001033	05/04/2017	L1158600152	17011400	7253342	51-3100-631-000-00-000-000-0000		937.20	
00001033	05/04/2017	L1158600153	17011400	7257989	51-3100-631-000-00-000-000-0000		1,433.60	
00001033	05/04/2017	L1158600154	17011400	7260310	51-3100-631-000-00-000-000-0000		638.35	
00001033	05/04/2017	L1158600155	17011400	7264317	51-3100-631-000-00-000-000-0000		1,278.81	
00001033	05/04/2017	L1158600160	17011400	7249598	51-3100-631-000-00-000-000-0000		1,466.76	
<b>Vendor:</b>	<b>0447 - FEESERS FOOD DISTRIBUTOR</b>				<b>Check Date:</b>	<b>05/04/2017</b>	<b>Check Amount:</b>	<b>58,320.06</b>
00001034	05/04/2017	L1158600004	17011401	INVE001526575	51-3100-631-000-00-000-000-0000		301.56	
00001034	05/04/2017	L1158600005	17011401	INVE001152937	51-3100-631-000-00-000-000-0000		116.46	

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001034	05/04/2017	L1158600006	17011401	INVE0011526876	51-3100-631-000-00-000-000-0000		180.72
00001034	05/04/2017	L1158600007	17011401	INVE0011592488	51-3100-631-000-00-000-000-0000		171.36
<b>Vendor: 6689 - HERSHEY'S CREAMERY COMPANY</b>				<b>Check Date: 05/04/2017</b>		<b>Check Amount:</b>	<b>770.10</b>
00001035	05/04/2017	L1163400001	17011527	28988	51-3100-631-000-00-000-000-0000		50.80
00001035	05/04/2017	L1163400002	17011527	28990	51-3100-631-000-00-000-000-0000		76.20
00001035	05/04/2017	L1163400003	17011527	28991	51-3100-631-000-00-000-000-0000		76.20
00001035	05/04/2017	L1163400004	17011527	28992	51-3100-631-000-00-000-000-0000		76.20
00001035	05/04/2017	L1163400005	17011527	28989	51-3100-631-000-00-000-000-0000		50.80
<b>Vendor: 2217 - LINDEN COOKIES INC</b>				<b>Check Date: 05/04/2017</b>		<b>Check Amount:</b>	<b>330.20</b>
00001036	05/04/2017	L1158600009	17011351	030117100069	51-3100-631-000-00-000-000-0000		69.24
00001036	05/04/2017	L1158600010	17011351	030217100071	51-3100-631-000-00-000-000-0000		70.72
00001036	05/04/2017	L1158600011	17011351	030617100078	51-3100-631-000-00-000-000-0000		40.68
00001036	05/04/2017	L1158600012	17011351	030717100058	51-3100-631-000-00-000-000-0000		115.45
00001036	05/04/2017	L1158600013	17011351	030817100060	51-3100-631-000-00-000-000-0000		95.01
00001036	05/04/2017	L1158600014	17011351	030917100057	51-3100-631-000-00-000-000-0000		49.52
00001036	05/04/2017	L1158600015	17011351	031317100077	51-3100-631-000-00-000-000-0000		44.05
00001036	05/04/2017	L1158600016	17011351	031617100070	51-3100-631-000-00-000-000-0000		59.70
00001036	05/04/2017	L1158600017	17011351	032017100075	51-3100-631-000-00-000-000-0000		42.91
00001036	05/04/2017	L1158600018	17011351	032117100064	51-3100-631-000-00-000-000-0000		105.74
00001036	05/04/2017	L1158600019	17011351	032217100066	51-3100-631-000-00-000-000-0000		73.74
00001036	05/04/2017	L1158600020	17011351	032317100068	51-3100-631-000-00-000-000-0000		62.19
00001036	05/04/2017	L1158600021	17011351	032417100079	51-3100-631-000-00-000-000-0000		46.67
00001036	05/04/2017	L1158600022	17011351	032717100073	51-3100-631-000-00-000-000-0000		48.15
00001036	05/04/2017	L1158600023	17011351	032817100063	51-3100-631-000-00-000-000-0000		150.16
00001036	05/04/2017	L1158600024	17011351	032917100057	51-3100-631-000-00-000-000-0000		73.34
00001036	05/04/2017	L1158600025	17011351	033017100064	51-3100-631-000-00-000-000-0000		11.95
00001036	05/04/2017	L1158600026	17011351	030117100070	51-3100-631-000-00-000-000-0000		47.90
00001036	05/04/2017	L1158600027	17011351	030217100072	51-3100-631-000-00-000-000-0000		47.90
00001036	05/04/2017	L1158600028	17011351	030317100063	51-3100-631-000-00-000-000-0000		41.38
00001036	05/04/2017	L1158600029	17011351	030617100079	51-3100-631-000-00-000-000-0000		41.38
00001036	05/04/2017	L1158600030	17011351	030717100059	51-3100-631-000-00-000-000-0000		39.38
00001036	05/04/2017	L1158600031	17011351	030817100061	51-3100-631-000-00-000-000-0000		57.05

\* 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
00001036	05/04/2017	L1158600032	17011351	030917100058	51-3100-631-000-00-000-000-0000		47.90
00001036	05/04/2017	L1158600033	17011351	031317100078	51-3100-631-000-00-000-000-0000		70.10
00001036	05/04/2017	L1158600034	17011351	031617100071	51-3100-631-000-00-000-000-0000		59.88
00001036	05/04/2017	L1158600035	17011351	031717100063	51-3100-631-000-00-000-000-0000		41.38
00001036	05/04/2017	L1158600036	17011351	032017100076	51-3100-631-000-00-000-000-0000		41.38
00001036	05/04/2017	L1158600037	17011351	032117100065	51-3100-631-000-00-000-000-0000		41.38
00001036	05/04/2017	L1158600038	17011351	032217100067	51-3100-631-000-00-000-000-0000		59.88
00001036	05/04/2017	L1158600039	17011351	032317100069	51-3100-631-000-00-000-000-0000		47.90
00001036	05/04/2017	L1158600040	17011351	032417100080	51-3100-631-000-00-000-000-0000		16.55
00001036	05/04/2017	L1158600041	17011351	032717100074	51-3100-631-000-00-000-000-0000		86.46
00001036	05/04/2017	L1158600042	17011351	032717100064	51-3100-631-000-00-000-000-0000		46.66
00001036	05/04/2017	L1158600043	17011351	032917100058	51-3100-631-000-00-000-000-0000		59.88
00001036	05/04/2017	L1158600044	17011351	033017100064	51-3100-631-000-00-000-000-0000		61.35
00001036	05/04/2017	L1158600045	17011351	030617100080	51-3100-631-000-00-000-000-0000		36.98
00001036	05/04/2017	L1158600046	17011351	031317100079	51-3100-631-000-00-000-000-0000		29.10
00001036	05/04/2017	L1158600047	17011351	032017100077	51-3100-631-000-00-000-000-0000		29.10
00001036	05/04/2017	L1158600048	17011351	032217100068	51-3100-631-000-00-000-000-0000		36.98
00001036	05/04/2017	L1158600049	17011351	032417100081	51-3100-631-000-00-000-000-0000		19.55
00001036	05/04/2017	L1158600050	17011351	030117100071	51-3100-631-000-00-000-000-0000		53.82
00001036	05/04/2017	L1158600051	17011351	030617100081	51-3100-631-000-00-000-000-0000		53.82
00001036	05/04/2017	L1158600052	17011351	031317100080	51-3100-631-000-00-000-000-0000		86.40
00001036	05/04/2017	L1158600053	17011351	032217100069	51-3100-631-000-00-000-000-0000		47.84
00001036	05/04/2017	L1158600054	17011351	032717100075	51-3100-631-000-00-000-000-0000		102.85
00001036	05/04/2017	L1158600055	17011351	030217100073	51-3100-631-000-00-000-000-0000		29.71
00001036	05/04/2017	L1158600056	17011351	030617100082	51-3100-631-000-00-000-000-0000		59.40
00001036	05/04/2017	L1158600057	17011351	030717100060	51-3100-631-000-00-000-000-0000		48.00
00001036	05/04/2017	L1158600058	17011351	030917100059	51-3100-631-000-00-000-000-0000		31.03
00001036	05/04/2017	L1158600059	17011351	031317100081	51-3100-631-000-00-000-000-0000		53.58
00001036	05/04/2017	L1158600060	17011351	031617100072	51-3100-631-000-00-000-000-0000		72.82
00001036	05/04/2017	L1158600061	17011351	032017100078	51-3100-631-000-00-000-000-0000		56.91
00001036	05/04/2017	L1158600062	17011351	032217100070	51-3100-631-000-00-000-000-0000		51.37
00001036	05/04/2017	L1158600063	17011351	032717100076	51-3100-631-000-00-000-000-0000		29.71

\* 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
00001036	05/04/2017	L1158600064	17011351	032817100065	51-3100-631-000-00-000-000-0000		31.14
00001036	05/04/2017	L1158600065	17011351	0329100059	51-3100-631-000-00-000-000-0000		29.71
00001036	05/04/2017	L1158600066	17011351	030117100072	51-3100-631-000-00-000-000-0000		74.44
00001036	05/04/2017	L1158600067	17011351	030217100074	51-3100-631-000-00-000-000-0000		59.48
00001036	05/04/2017	L1158600068	17011351	030717100061	51-3100-631-000-00-000-000-0000		56.33
00001036	05/04/2017	L1158600069	17011351	031017100070	51-3100-631-000-00-000-000-0000		21.83
00001036	05/04/2017	L1158600070	17011351	031617100073	51-3100-631-000-00-000-000-0000		93.69
00001036	05/04/2017	L1158600071	17011351	032017100079	51-3100-631-000-00-000-000-0000		29.31
00001036	05/04/2017	L1158600072	17011351	032217100071	51-3100-631-000-00-000-000-0000		60.70
00001036	05/04/2017	L1158600073	17011351	032417100082	51-3100-631-000-00-000-000-0000		71.78
00001036	05/04/2017	L1158600074	17011351	032917100060	51-3100-631-000-00-000-000-0000		36.38
00001036	05/04/2017	L1158600075	17011351	030117100073	51-3100-631-000-00-000-000-0000		23.92
00001036	05/04/2017	L1158600076	17011351	030617100083	51-3100-631-000-00-000-000-0000		23.92
00001036	05/04/2017	L1158600077	17011351	031317100082	51-3100-631-000-00-000-000-0000		58.69
00001036	05/04/2017	L1158600078	17011351	032217100072	51-3100-631-000-00-000-000-0000		22.43
00001036	05/04/2017	L1158600079	17011351	032717100077	51-3100-631-000-00-000-000-0000		29.33
00001036	05/04/2017	L1158600080	17011351	030617100084	51-3100-631-000-00-000-000-0000		33.99
00001036	05/04/2017	L1158600081	17011351	030817100062	51-3100-631-000-00-000-000-0000		29.10
00001036	05/04/2017	L1158600082	17011351	031617100074	51-3100-631-000-00-000-000-0000		14.55
00001036	05/04/2017	L1158600083	17011351	032217100066	51-3100-631-000-00-000-000-0000		22.43
00001036	05/04/2017	L1158600084	17011351	032417100083	51-3100-631-000-00-000-000-0000		24.33
00001036	05/04/2017	L1158600085	17011351	032717100078	51-3100-631-000-00-000-000-0000		14.95
00001036	05/04/2017	L1158600086	17011351	030617100085	51-3100-631-000-00-000-000-0000		60.56
00001036	05/04/2017	L1158600087	17011351	032017100080	51-3100-631-000-00-000-000-0000		60.56
00001036	05/04/2017	L1158600088	17011351	032417100084	51-3100-631-000-00-000-000-0000		71.81
00001036	05/04/2017	L1158600089	17011351	030117100074	51-3100-631-000-00-000-000-0000		21.83
00001036	05/04/2017	L1158600090	17011351	030617100086	51-3100-631-000-00-000-000-0000		65.78
00001036	05/04/2017	L1158600091	17011351	030817100063	51-3100-631-000-00-000-000-0000		36.38
00001036	05/04/2017	L1158600092	17011351	031317100075	51-3100-631-000-00-000-000-0000		48.14
00001036	05/04/2017	L1158600093	17011351	032017100081	51-3100-631-000-00-000-000-0000		18.92
00001036	05/04/2017	L1158600094	17011351	032117100067	51-3100-631-000-00-000-000-0000		58.31
00001036	05/04/2017	L1158600095	17011351	032217100073	51-3100-631-000-00-000-000-0000		105.25

\* 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
00001036	05/04/2017	L1158600096	17011351	032717100079	51-3100-631-000-00-000-000-000-0000		17.75
00001036	05/04/2017	L1158600097	17011351	030617100087	51-3100-631-000-00-000-000-000-0000		81.03
00001036	05/04/2017	L1158600098	17011351	031317100083	51-3100-631-000-00-000-000-000-0000		98.74
00001036	05/04/2017	L1158600099	17011351	032117100068	51-3100-631-000-00-000-000-000-0000		92.44
00001036	05/04/2017	L1158600100	17011351	032717100080	51-3100-631-000-00-000-000-000-0000		48.65
<b>Vendor: 0915 - MORABITO BAKING CO INC</b>					<b>Remit # 1 Check Date: 05/04/2017</b>	<b>Check Amount:</b>	<b>4,792.46</b>
00001037	05/04/2017	L1158600001	17011414		51-3100-580-000-00-000-000-000-0000		25.90
<b>Vendor: 1618 - PAULA JONES</b>					<b>Remit # 1 Check Date: 05/04/2017</b>	<b>Check Amount:</b>	<b>25.90</b>
00001038	05/04/2017	L1158600156	17011349	2143706	51-3100-631-000-00-000-000-000-0000		1,851.12
00001038	05/04/2017	L1158600157	17011349	2389556	51-3100-631-000-00-000-000-000-0000		1,525.09
00001038	05/04/2017	L1158600158	17011349	2767933	51-3100-631-000-00-000-000-000-0000		946.98
00001038	05/04/2017	L1158600159	17011349	2850446	51-3100-631-000-00-000-000-000-0000		1,213.00
00001038	05/04/2017	L1158600161	17011349	2143709	51-3100-631-000-00-000-000-000-0000		1,492.69
00001038	05/04/2017	L1158600162	17011349	2389560	51-3100-631-000-00-000-000-000-0000		1,535.70
00001038	05/04/2017	L1158600163	17011349	2670318	51-3100-631-000-00-000-000-000-0000		1,432.73
00001038	05/04/2017	L1158600164	17011349	2850447	51-3100-631-000-00-000-000-000-0000		1,304.06
00001038	05/04/2017	L1158600165	17011349	132086	51-3100-631-000-00-000-000-000-0000		1,558.05
00001038	05/04/2017	L1158600166	17011349	2143700	51-3100-631-000-00-000-000-000-0000		493.59
00001038	05/04/2017	L1158600167	17011349	2389553	51-3100-631-000-00-000-000-000-0000		316.83
00001038	05/04/2017	L1158600168	17011349	2670314	51-3100-631-000-00-000-000-000-0000		551.62
00001038	05/04/2017	L1158600169	17011349	2850440	51-3100-631-000-00-000-000-000-0000		200.11
00001038	05/04/2017	L1158600170	17011349	132080	51-3100-631-000-00-000-000-000-0000		641.30
00001038	05/04/2017	L1158600171	17011349	2136439	51-3100-631-000-00-000-000-000-0000		1,671.75
00001038	05/04/2017	L1158600172	17011349	2378330	51-3100-631-000-00-000-000-000-0000		990.94
00001038	05/04/2017	L1158600173	17011349	2670321	51-3100-631-000-00-000-000-000-0000		921.91
00001038	05/04/2017	L1158600174	17011349	2843615	51-3100-631-000-00-000-000-000-0000		973.95
00001038	05/04/2017	L1158600175	17011349	127438	51-3100-631-000-00-000-000-000-0000		1,040.80
00001038	05/04/2017	L1158600176	17011349	2143701	51-3100-631-000-00-000-000-000-0000		489.97
00001038	05/04/2017	L1158600177	17011349	2143704	51-3100-631-000-00-000-000-000-0000		272.40
00001038	05/04/2017	L1158600178	17011349	2389558	51-3100-631-000-00-000-000-000-0000		717.26
00001038	05/04/2017	L1158600179	17011349	2389561	51-3100-631-000-00-000-000-000-0000		20.40
00001038	05/04/2017	L1158600180	17011349	2767931	51-3100-631-000-00-000-000-000-0000		481.77

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt	
00001038	05/04/2017	L1158600181	17011349	2850445	51-3100-631-000-00-000-000-000-0000		673.04	
00001038	05/04/2017	L1158600182	17011349	132082	51-3100-631-000-00-000-000-000-0000		502.40	
00001038	05/04/2017	L1158600183	17011349	2143705	51-3100-631-000-00-000-000-000-0000		1,027.29	
00001038	05/04/2017	L1158600184	17011349	2389554	51-3100-631-000-00-000-000-000-0000		807.59	
00001038	05/04/2017	L1158600185	17011349	2767930	51-3100-631-000-00-000-000-000-0000		769.30	
00001038	05/04/2017	L1158600186	17011349	2850441	51-3100-631-000-00-000-000-000-0000		1,186.99	
00001038	05/04/2017	L1158600187	17011349	132081	51-3100-631-000-00-000-000-000-0000		2,045.50	
00001038	05/04/2017	L1158600188	17011349	2136437	51-3100-631-000-00-000-000-000-0000		1,831.64	
00001038	05/04/2017	L1158600189	17011349	2378327	51-3100-631-000-00-000-000-000-0000		1,851.77	
00001038	05/04/2017	L1158600190	17011349	2670313	51-3100-631-000-00-000-000-000-0000		1,448.01	
00001038	05/04/2017	L1158600191	17011349	2843612	51-3100-631-000-00-000-000-000-0000		930.80	
00001038	05/04/2017	L1158600192	17011349	127437	51-3100-631-000-00-000-000-000-0000		1,112.71	
00001038	05/04/2017	L1158600193	17011349	2136436	51-3100-631-000-00-000-000-000-0000		385.52	
00001038	05/04/2017	L1158600194	17011349	2378326	51-3100-631-000-00-000-000-000-0000		836.05	
00001038	05/04/2017	L1158600195	17011349	2378328	51-3100-631-000-00-000-000-000-0000		136.20	
00001038	05/04/2017	L1158600196	17011349	2670312	51-3100-631-000-00-000-000-000-0000		984.06	
00001038	05/04/2017	L1158600197	17011349	2843611	51-3100-631-000-00-000-000-000-0000		388.99	
00001038	05/04/2017	L1158600198	17011349	2843613	51-3100-631-000-00-000-000-000-0000		45.60	
00001038	05/04/2017	L1158600199	17011349	127436	51-3100-631-000-00-000-000-000-0000		487.24	
00001038	05/04/2017	L1158600200	17011349	2143703	51-3100-631-000-00-000-000-000-0000		794.52	
<b>Vendor:</b>	<b>1397 - US FOODSERVICE - ALLENTOWN</b>				<b>Check Date:</b>	<b>05/04/2017</b>	<b>Check Amount:</b>	<b>40,889.24</b>
00001039	05/04/2017	L1163400007	17011361	100659498	51-3100-632-000-00-000-000-000-0000		307.00	
00001039	05/04/2017	L1163400008	17011361	100673601	51-3100-632-000-00-000-000-000-0000		476.03	
00001039	05/04/2017	L1163400009	17011361	100693000	51-3100-632-000-00-000-000-000-0000		264.03	
00001039	05/04/2017	L1163400010	17011361	100699429	51-3100-632-000-00-000-000-000-0000		526.99	
00001039	05/04/2017	L1163400011	17011361	100727330	51-3100-632-000-00-000-000-000-0000		337.26	
00001039	05/04/2017	L1163400012	17011361	100751807	51-3100-632-000-00-000-000-000-0000		277.67	
00001039	05/04/2017	L1163400013	17011361	100757385	51-3100-632-000-00-000-000-000-0000		278.68	
00001039	05/04/2017	L1163400014	17011361	100769348	51-3100-632-000-00-000-000-000-0000		319.74	
00001039	05/04/2017	L1163400015	17011361	100659502	51-3100-632-000-00-000-000-000-0000		346.23	
00001039	05/04/2017	L1163400016	17011361	100659753	51-3100-632-000-00-000-000-000-0000		82.20	
00001039	05/04/2017	L1163400017	17011361	100673589	51-3100-632-000-00-000-000-000-0000		381.19	

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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Coatesville Area School District

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001039	05/04/2017	L1163400018	17011361	100683727	51-3100-632-000-00-000-000-0000		331.59
00001039	05/04/2017	L1163400019	17011361	100699417	51-3100-632-000-00-000-000-0000		438.87
00001039	05/04/2017	L1163400020	17011361	100727324	51-3100-632-000-00-000-000-0000		369.28
00001039	05/04/2017	L1163400021	17011361	100742579	51-3100-632-000-00-000-000-0000		352.48
00001039	05/04/2017	L1163400022	17011361	100757382	51-3100-632-000-00-000-000-0000		396.99
00001039	05/04/2017	L1163400023	17011361	100769352	51-3100-632-000-00-000-000-0000		287.65
00001039	05/04/2017	L1163400024	17011361	100659500	51-3100-632-000-00-000-000-0000		212.06
00001039	05/04/2017	L1163400025	17011361	100673598	51-3100-632-000-00-000-000-0000		190.60
00001039	05/04/2017	L1163400026	17011361	100683721	51-3100-632-000-00-000-000-0000		168.02
00001039	05/04/2017	L1163400027	17011361	100699416	51-3100-632-000-00-000-000-0000		300.04
00001039	05/04/2017	L1163400028	17011361	100727331	51-3100-632-000-00-000-000-0000		117.27
00001039	05/04/2017	L1163400029	17011361	100742582	51-3100-632-000-00-000-000-0000		190.60
00001039	05/04/2017	L1163400031	17011361	100757389	51-3100-632-000-00-000-000-0000		292.66
00001039	05/04/2017	L1163400032	17011361	100659505	51-3100-632-000-00-000-000-0000		204.34
00001039	05/04/2017	L1163400033	17011361	100659744	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400034	17011361	100673592	51-3100-632-000-00-000-000-0000		175.95
00001039	05/04/2017	L1163400035	17011361	100683715	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400036	17011361	100675448	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400037	17011361	100699425	51-3100-632-000-00-000-000-0000		220.61
00001039	05/04/2017	L1163400038	17011361	100711438	51-3100-632-000-00-000-000-0000		87.43
00001039	05/04/2017	L1163400039	17011361	100727327	51-3100-632-000-00-000-000-0000		51.07
00001039	05/04/2017	L1163400040	17011361	100742590	51-3100-632-000-00-000-000-0000		203.23
00001039	05/04/2017	L1163400041	17011361	100751791	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400042	17011361	100757386	51-3100-632-000-00-000-000-0000		227.53
00001039	05/04/2017	L1163400043	17011361	100769345	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400044	17011361	10777386	51-3100-632-000-00-000-000-0000		218.88
00001039	05/04/2017	L1163400045	17011361	100659497	51-3100-632-000-00-000-000-0000		146.66
00001039	05/04/2017	L1163400046	17011361	100659748	51-3100-632-000-00-000-000-0000		88.08
00001039	05/04/2017	L1163400047	17011361	10673585	51-3100-632-000-00-000-000-0000		102.62
00001039	05/04/2017	L1163400048	17011361	100683722	51-3100-632-000-00-000-000-0000		117.27
00001039	05/04/2017	L1163400049	17011361	100693007	51-3100-632-000-00-000-000-0000		73.23
00001039	05/04/2017	L1163400050	17011361	100699414	51-3100-632-000-00-000-000-0000		202.33

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001039	05/04/2017	L1163400051	17011361	100727321	51-3100-632-000-00-000-000-0000		94.69
00001039	05/04/2017	L1163400052	17011361	100708176	51-3100-632-000-00-000-000-0000		190.60
00001039	05/04/2017	L1163400053	17011361	100751804	51-3100-632-000-00-000-000-0000		73.44
00001039	05/04/2017	L1163400054	17011361	100757393	51-3100-632-000-00-000-000-0000		117.27
00001039	05/04/2017	L1163400055	17011361	100769349	51-3100-632-000-00-000-000-0000		130.91
00001039	05/04/2017	L1163400056	17011361	100777397	51-3100-632-000-00-000-000-0000		102.62
00001039	05/04/2017	L1163400057	17011361	100781574	51-3100-632-000-00-000-000-0000		9.00
00001039	05/04/2017	L1163400058	17011361	100659792	51-3100-632-000-00-000-000-0000		339.85
00001039	05/04/2017	L1163400059	17011361	100659749	51-3100-632-000-00-000-000-0000		336.60
00001039	05/04/2017	L1163400060	17011361	100683723	51-3100-632-000-00-000-000-0000		292.56
00001039	05/04/2017	L1163400061	17011361	100692995	51-3100-632-000-00-000-000-0000		268.97
00001039	05/04/2017	L1163400062	17011361	100699411	51-3100-632-000-00-000-000-0000		306.76
00001039	05/04/2017	L1163400063	17011361	100727322	51-3100-632-000-00-000-000-0000		259.74
00001039	05/04/2017	L1163400064	17011361	100742578	51-3100-632-000-00-000-000-0000		278.02
00001039	05/04/2017	L1163400065	17011361	100757384	51-3100-632-000-00-000-000-0000		321.51
00001039	05/04/2017	L1163400066	17011361	100769351	51-3100-632-000-00-000-000-0000		321.01
00001039	05/04/2017	L1163400068	17011361	100659504	51-3100-632-000-00-000-000-0000		278.57
00001039	05/04/2017	L1163400069	17011361	100673590	51-3100-632-000-00-000-000-0000		278.47
00001039	05/04/2017	L1163400070	17011361	100692998	51-3100-632-000-00-000-000-0000		513.10
00001039	05/04/2017	L1163400071	17011361	100742581	51-3100-632-000-00-000-000-0000		300.14
00001039	05/04/2017	L1163400072	17011361	100751796	51-3100-632-000-00-000-000-0000		256.10
00001039	05/04/2017	L1163400073	17011361	100769347	51-3100-632-000-00-000-000-0000		234.63
00001039	05/04/2017	L1163400075	17011361	100777391	51-3100-632-000-00-000-000-0000		205.24
00001039	05/04/2017	L1163400076	17011361	100659491	51-3100-632-000-00-000-000-0000		359.54
00001039	05/04/2017	L1163400077	17011361	100659743	51-3100-632-000-00-000-000-0000		359.54
00001039	05/04/2017	L1163400078	17011361	100673593	51-3100-632-000-00-000-000-0000		101.12
00001039	05/04/2017	L1163400079	17011361	100683720	51-3100-632-000-00-000-000-0000		256.00
00001039	05/04/2017	L1163400080	17011361	100693004	51-3100-632-000-00-000-000-0000		270.64
00001039	05/04/2017	L1163400081	17011361	100699430	51-3100-632-000-00-000-000-0000		351.59
00001039	05/04/2017	L1163400082	17011361	100711434	51-3100-632-000-00-000-000-0000		27.28
00001039	05/04/2017	L1163400083	17011361	100727318	51-3100-632-000-00-000-000-0000		359.54
00001039	05/04/2017	L1163400084	17011361	100708174	51-3100-632-000-00-000-000-0000		58.58

\* Denotes Non-Negotiable Transaction

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001039	05/04/2017	L1163400085	17011361	100751799	51-3100-632-000-00-000-000-000-0000		255.89
00001039	05/04/2017	L1163400086	17011361	100746875	51-3100-632-000-00-000-000-000-0000		293.11
00001039	05/04/2017	L1163400087	17011361	100769357	51-3100-632-000-00-000-000-000-0000		299.93
00001039	05/04/2017	L1163400088	17011361	100777385	51-3100-632-000-00-000-000-000-0000		359.54
00001039	05/04/2017	L1163400089	17011361	100659503	51-3100-632-000-00-000-000-000-0000		175.85
00001039	05/04/2017	L1163400090	17011361	100659752	51-3100-632-000-00-000-000-000-0000		102.62
00001039	05/04/2017	L1163400091	17011361	100673587	51-3100-632-000-00-000-000-000-0000		161.20
00001039	05/04/2017	L1163400092	17011361	100683728	51-3100-632-000-00-000-000-000-0000		190.60
00001039	05/04/2017	L1163400093	17011361	100693005	51-3100-632-000-00-000-000-000-0000		131.91
00001039	05/04/2017	L1163400094	17011361	100699427	51-3100-632-000-00-000-000-000-0000		219.99
00001039	05/04/2017	L1163400095	17011361	100727332	51-3100-632-000-00-000-000-000-0000		146.56
00001039	05/04/2017	L1163400096	17011361	100742580	51-3100-632-000-00-000-000-000-0000		205.24
00001039	05/04/2017	L1163400097	17011361	100751802	51-3100-632-000-00-000-000-000-0000		87.87
00001039	05/04/2017	L1163400098	17011361	100757391	51-3100-632-000-00-000-000-000-0000		146.56
00001039	05/04/2017	L1163400099	17011361	100769356	51-3100-632-000-00-000-000-000-0000		190.60
00001039	05/04/2017	L1163400100	17011361	100777389	51-3100-632-000-00-000-000-000-0000		73.33
00001039	05/04/2017	L1163400101	17011361	100659506	51-3100-632-000-00-000-000-000-0000		340.74
00001039	05/04/2017	L1163400102	17011361	100659751	51-3100-632-000-00-000-000-000-0000		263.93
00001039	05/04/2017	L1163400103	17011361	100673600	51-3100-632-000-00-000-000-000-0000		241.35
00001039	05/04/2017	L1163400104	17011361	100683729	51-3100-632-000-00-000-000-000-0000		337.05
00001039	05/04/2017	L1163400105	17011361	100692999	51-3100-632-000-00-000-000-000-0000		290.09
00001039	05/04/2017	L1163400106	17011361	100699426	51-3100-632-000-00-000-000-000-0000		454.21
00001039	05/04/2017	L1163400107	17011361	100727336	51-3100-632-000-00-000-000-000-0000		296.81
00001039	05/04/2017	L1163400108	17011361	100708177	51-3100-632-000-00-000-000-000-0000		307.76
00001039	05/04/2017	L1163400109	17011361	1007518005	51-3100-632-000-00-000-000-000-0000		246.05
00001039	05/04/2017	L1163400110	17011361	100757390	51-3100-632-000-00-000-000-000-0000		249.07
00001039	05/04/2017	L1163400111	17011361	100769358	51-3100-632-000-00-000-000-000-0000		322.51
00001039	05/04/2017	L1163400112	17011361	100781575	51-3100-632-000-00-000-000-000-0000		21.00
00001039	05/04/2017	L1163400113	17011361	100659493	51-3100-632-000-00-000-000-000-0000		153.48
00001039	05/04/2017	L1163400114	17011361	100659742	51-3100-632-000-00-000-000-000-0000		124.09
00001039	05/04/2017	L1163400115	17011361	100673599	51-3100-632-000-00-000-000-000-0000		143.43
00001039	05/04/2017	L1163400116	17011361	100683716	51-3100-632-000-00-000-000-000-0000		124.09

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

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Coatesville Area School District

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# Fund Accounting Check Register

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001039	05/04/2017	L1163400117	17011361	100692993	51-3100-632-000-00-000-000-0000		124.09
00001039	05/04/2017	L1163400118	17011361	100699425	51-3100-632-000-00-000-000-0000		231.51
00001039	05/04/2017	L1163400119	17011361	100711443	51-3100-632-000-00-000-000-0000		29.29
00001039	05/04/2017	L1163400120	17011361	100727337	51-3100-632-000-00-000-000-0000		29.29
00001039	05/04/2017	L1163400121	17011361	100708175	51-3100-632-000-00-000-000-0000		135.61
00001039	05/04/2017	L1163400122	17011361	100751792	51-3100-632-000-00-000-000-0000		124.09
00001039	05/04/2017	L1163400123	17011361	100757388	51-3100-632-000-00-000-000-0000		146.66
00001039	05/04/2017	L1163400124	17011361	100769346	51-3100-632-000-00-000-000-0000		124.09
00001039	05/04/2017	L1163400125	17011361	100777384	51-3100-632-000-00-000-000-0000		124.09
00001039	05/04/2017	L1163400126	17011361	100781576	51-3100-632-000-00-000-000-0000		9.75

Vendor: 1426 - WAWA INC

Remit # 1 Check Date: 05/04/2017 Check Amount: 26,147.32

51-FOOD SERVICE/CAFETERIA 131,382.82

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	131,382.82 ✓
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	131,382.82

Loren. 5/15/17



# Bills to be Approved

FOOD SERVICE FUND - From 04/22/2017 To 05/05/2017

facksmc

Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
BELINDA M MILLER	TRAVEL.....		40.13
CHRISTINE A CUMENS	TRAVEL.....		67.41
FEESERS FOOD DISTRIBUTOR	FOOD.....		58,320.06
HERSHEYS CREAMERY COMPANY	FOOD.....		770.10
LINDEN COOKIES INC	FOOD.....		330.20
MORABITO BAKING CO INC	FOOD.....		4,792.46
PAULA JONES	TRAVEL.....		25.90
US FOODSERVICE - ALLENTOWN	FOOD - REECEVILLE.....	FOOD - RAINBOW.....	40,889.24
WAWA INC	MILK.....		26,147.32

51-FOOD SERVICE/CAFETERIA 131,382.82

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 131,382.82 ✓

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 131,382.82

*Lozem. 5/15/17*

\* 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 04/30/2017

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 ELEM/SECONDARY	61,989,816.18	53,799,412.23	53,799,412.23	87.40	384,420.49	7,805,983.46
1190	FED FUNDED REG PGMS	3,389,081.00	2,063,392.84	2,063,392.84	61.42	18,294.74	1,307,393.42
1191	Prior Year Title I	0.00	0.00	0.00	0.00	0.00	0.00
<b>1100</b>	<b>*TOTALS*</b>	<b>65,378,897.18</b>	<b>55,862,805.07</b>	<b>55,862,805.07</b>	<b>86.06</b>	<b>402,715.23</b>	<b>9,113,376.88</b>
1210	LIFE SKILLS SUPPORT	0.00	13,511.44	13,511.44	0.00	0.00	-13,511.44
1211	LIFE SKILLS SUPPORT-PUB	1,225,968.00	664,052.83	664,052.83	54.16	0.00	561,915.17
1221	DEAF/HEARING IMPAIRED	44,183.00	68,351.60	68,351.60	158.60	1,724.26	-25,892.86
1224	BLIND/VISUALLY IMPAIRED	50,268.00	23,947.39	23,947.39	49.44	910.00	25,410.61
1225	SPEECH/LANGUAGE SUPPORT	901,974.00	656,899.08	656,899.08	81.92	82,035.22	163,039.70
1230	Emotional Sup - Non Pub	160,000.00	68,955.00	68,955.00	56.68	21,740.00	69,305.00
1231	EMOTIONAL SUPPt-PUBLIC	1,494,037.00	1,658,118.69	1,658,118.69	115.20	63,064.42	-227,146.11
1233	AUTISTIC SUPPORT	1,423,706.00	1,140,632.49	1,140,632.49	83.67	50,593.65	232,479.86
1241	LEARNING SUPPORT-PUBLIC	11,027,827.74	7,334,084.72	7,334,084.72	68.81	254,907.59	3,438,835.43
1243	GIFTED SUPPORT	467,328.00	446,711.66	446,711.66	95.58	0.00	20,616.34
1270	MULTI-HANDICAPPED SUPPT	1,195,361.00	663,262.55	663,262.55	59.57	48,921.01	483,177.44
1281	DEVELOPMENTAL DELAY SUP	323,853.00	532,826.49	532,826.49	208.95	143,874.48	-352,847.97
1290	OTHER SUPPORT	10,143,370.00	13,635,377.60	13,635,377.60	137.50	312,736.30	-3,804,743.90
<b>1200</b>	<b>*TOTALS*</b>	<b>28,457,875.74</b>	<b>26,906,731.54</b>	<b>26,906,731.54</b>	<b>97.99</b>	<b>980,506.93</b>	<b>570,637.27</b>
1340	HOME ECONOMICS EDU	0.00	0.00	0.00	0.00	0.00	0.00
1341	CONSUMER & HOME EDU	573,578.51	317,174.67	317,174.67	55.58	1,642.12	254,761.72
1350	INDUSTRIAL ARTS EDU	158,922.00	114,197.53	114,197.53	71.85	0.00	44,724.47
1360	BUSINESS EDUCATION	103,403.00	54,529.50	54,529.50	52.73	0.00	48,873.50
1380	TRADE & INDUSTRIAL ED	18,750.00	12,392.00	12,392.00	80.12	2,631.50	3,726.50
1390	OTHER VO ED PROGRAMS	2,690,399.00	2,630,736.00	2,630,736.00	97.78	0.00	59,663.00
<b>1300</b>	<b>*TOTALS*</b>	<b>3,545,052.51</b>	<b>3,129,029.70</b>	<b>3,129,029.70</b>	<b>88.38</b>	<b>4,273.62</b>	<b>411,749.19</b>
1420	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
1430	HOMEBOUND INSTRUCTION	0.00	5,729.40	5,729.40	0.00	0.00	-5,729.40
1441	ADJUDICATED COURT PLACE	137,000.00	0.00	0.00	0.00	0.00	137,000.00
1442	ALTERNATIVE EDU PROGRAM	208,467.00	155,651.94	155,651.94	74.88	458.60	52,356.46
<b>1400</b>	<b>*TOTALS*</b>	<b>345,467.00</b>	<b>161,381.34</b>	<b>161,381.34</b>	<b>46.84</b>	<b>458.60</b>	<b>183,627.06</b>
1500	NONPUBLIC SCHOOL PGMS	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	201,562.93	201,562.93	0.00	0.00	-201,562.93
1802	PRE-K NON-INST SUPPORT	595.00	0.00	0.00	0.00	0.00	595.00
1803	PRE-K OPS AND MAINT	0.00	122,671.09	122,671.09	0.00	0.00	-122,671.09

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>1800 *TOTALS*</b>	<b>595.00</b>	<b>324,234.02</b>	<b>324,234.02</b>	<b>0.00</b>	<b>0.00</b>	<b>-323,639.02</b>
<b>Major Function - 1000's</b>	<b>97,832,941.43</b>	<b>86,432,908.67</b>	<b>86,432,908.67</b>	<b>89.76</b>	<b>1,387,954.38</b>	<b>10,012,078.38</b>
<b>2000's</b>						
2111 SUPERVISION STUDENT SVC	0.00	16,318.60	16,318.60	0.00	0.00	-16,318.60
2122 COUNSELING SERVICES	2,606,664.00	1,960,875.21	1,960,875.21	75.25	645.03	645,143.76
2123 APPRAISAL SERVICES	20,000.00	0.00	0.00	0.00	0.00	20,000.00
2126 PLACEMENT SERVICES	0.00	-33,809.02	-33,809.02	0.00	0.00	33,809.02
2130 ATTENDANCE SERVICES	429,821.00	381,188.19	381,188.19	88.68	0.00	48,632.81
2140 PSYCHOLOGICAL SERVICES	585,215.00	660,980.33	660,980.33	112.94	0.00	-75,765.33
2142 PSYCHOLOGICAL TESTING	35,000.00	0.00	0.00	0.14	50.00	34,950.00
2143 PSYCH COUNSELING SVCS	5,000.00	112,242.05	112,242.05	2244.84	0.00	-107,242.05
2170 STUDENT ACCT SERVICES	84,604.00	7,808.14	7,808.14	34.59	21,457.56	55,338.30
<b>2100 *TOTALS*</b>	<b>3,766,304.00</b>	<b>3,105,603.50</b>	<b>3,105,603.50</b>	<b>83.04</b>	<b>22,152.59</b>	<b>638,547.91</b>
2220 TECH SUPPORT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2240 COMPUTER-ASSIST INSTRUC	795,267.00	505,066.20	505,066.20	63.50	0.00	290,200.80
2250 SCHOOL LIBRARY SERVICES	628,321.50	458,629.63	458,629.63	74.02	6,489.87	163,202.00
2260 INSTRUCTION & CURR DEV	1,153,806.50	680,376.74	680,376.74	60.93	22,666.97	450,762.79
2271 INST STAFF DEV-CERT	682,003.00	149,979.66	149,979.66	29.38	50,395.25	481,628.09
2272 INST STAFF DEV-NON CERT	0.00	0.00	0.00	0.00	1,271.25	-1,271.25
<b>2200 *TOTALS*</b>	<b>3,259,398.00</b>	<b>1,794,052.23</b>	<b>1,794,052.23</b>	<b>57.52</b>	<b>80,823.34</b>	<b>1,384,522.43</b>
2310 BOARD SERVICES	73,225.00	139,457.87	139,457.87	193.01	1,878.40	-68,111.27
2330 TAX ASSESS & COLLECTION	705,000.00	308,518.80	308,518.80	43.77	120.00	396,361.20
2350 LEGAL & ACCTG SERVICES	600,000.00	667,575.93	667,575.93	120.14	53,315.70	-120,891.63
2360 OFFICE SUPERINTENDENT	655,104.00	653,844.39	653,844.39	99.87	460.60	799.01
2380 OFFICE OF PRINCIPAL SVC	5,202,321.57	4,486,702.42	4,486,702.42	86.56	16,511.45	699,107.70
2390 OTHER ADMIN SERVICES	0.00	682,065.55	682,065.55	0.00	0.00	-682,065.55
<b>2300 *TOTALS*</b>	<b>7,235,650.57</b>	<b>6,938,164.96</b>	<b>6,938,164.96</b>	<b>96.88</b>	<b>72,286.15</b>	<b>225,199.46</b>
2420 MEDICAL SERVICES	1,187,675.00	836,485.49	836,485.49	78.24	92,809.97	258,379.54
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>1,189,175.00</b>	<b>836,485.49</b>	<b>836,485.49</b>	<b>78.14</b>	<b>92,809.97</b>	<b>259,879.54</b>
2511 SUPERVISION OF FISCAL	357,836.00	284,330.04	284,330.04	79.48	85.84	73,420.12
2513 RECEIVE & DISBURSE FUND	767,760.00	579,888.56	579,888.56	76.83	10,047.00	177,824.44
2514 PAYROLL SERVICES	256,634.00	158,022.34	158,022.34	61.57	0.00	98,611.66
<b>2500 *TOTALS*</b>	<b>1,382,230.00</b>	<b>1,022,240.94</b>	<b>1,022,240.94</b>	<b>74.68</b>	<b>10,132.84</b>	<b>349,856.22</b>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2611	SUPERVISION-OP/MAINT	227,181.25	312,015.11	312,015.11	142.95	12,758.71	-97,592.57
2620	OPERATION OF BUILDING	8,946,871.75	6,077,946.94	6,077,946.94	77.74	878,231.39	1,990,693.42
2630	CARE & UPKEEP GROUNDS	408,715.00	335,642.98	335,642.98	82.12	0.00	73,072.02
2650	VEHICLE OPER & MAINT	34,000.00	9,590.39	9,590.39	28.20	0.00	24,409.61
2660	SECURITY SERVICES	324,647.00	208,439.72	208,439.72	64.20	0.00	116,207.28
<b>2600</b>	<b>*TOTALS*</b>	<b>9,941,415.00</b>	<b>6,943,635.14</b>	<b>6,943,635.14</b>	<b>78.80</b>	<b>890,990.10</b>	<b>2,106,789.76</b>
2711	SUPERVISION-STU TRANS	231,178.00	230,898.34	230,898.34	100.38	1,172.71	-893.05
2720	VEHICLE OPERATION SVC	5,041,943.00	6,429,847.18	6,429,847.18	127.96	22,161.69	-1,410,065.87
2750	NONPUBLIC TRANS	3,582,500.00	868,205.63	868,205.63	24.23	0.00	2,714,294.37
<b>2700</b>	<b>*TOTALS*</b>	<b>8,855,621.00</b>	<b>7,528,951.15</b>	<b>7,528,951.15</b>	<b>85.28</b>	<b>23,334.40</b>	<b>1,303,335.45</b>
2800	SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	0.00	0.00	0.00
2823	PUBLIC INFORMATION SVC	0.00	8,000.00	8,000.00	0.00	0.00	-8,000.00
2832	RECRUITMENT & PLACEMENT	142,000.00	185,080.23	185,080.23	150.54	28,697.70	-71,777.93
2833	STAFF ACCOUNTING SVCS	294,559.00	307,075.76	307,075.76	104.24	0.00	-12,516.76
2834	STAFF DEV - NON INST-CE	0.00	0.00	0.00	0.00	288.52	-288.52
2836	STAFF DEV NON INST/NON	0.00	0.00	0.00	0.00	0.00	0.00
2840	DATA PROCESSING SVCS	1,186,100.00	1,524,704.90	1,524,704.90	140.77	144,997.24	-483,602.14
2850	STATE & FED AGENCY SVCS	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>2,024,860.89</b>	<b>2,024,860.89</b>	<b>135.50</b>	<b>173,983.46</b>	<b>-576,185.35</b>
2900	OTHER SUPPORT SERVICES	48,712.00	85,925.03	85,925.03	202.16	12,555.29	-49,768.32
2910	SUPPT SVCS	0.00	100.00	100.00	0.00	0.00	-100.00
<b>2900</b>	<b>*TOTALS*</b>	<b>48,712.00</b>	<b>86,025.03</b>	<b>86,025.03</b>	<b>202.37</b>	<b>12,555.29</b>	<b>-49,868.32</b>
<b>Major Function - 2000's</b>		<b>37,301,164.57</b>	<b>30,280,019.33</b>	<b>30,280,019.33</b>	<b>84.87</b>	<b>1,379,068.14</b>	<b>5,642,077.10</b>
<b>3000's</b>							
3250	SCHOOL ATHLETICS	1,248,554.00	998,831.10	998,831.10	81.72	21,519.16	228,203.74
<b>3200</b>	<b>*TOTALS*</b>	<b>1,248,554.00</b>	<b>998,831.10</b>	<b>998,831.10</b>	<b>81.72</b>	<b>21,519.16</b>	<b>228,203.74</b>
3300	COMMUNITY SERVICES	31,256.00	14,587.87	14,587.87	57.33	3,333.95	13,334.18
<b>3300</b>	<b>*TOTALS*</b>	<b>31,256.00</b>	<b>14,587.87</b>	<b>14,587.87</b>	<b>57.33</b>	<b>3,333.95</b>	<b>13,334.18</b>
<b>Major Function - 3000's</b>		<b>1,279,810.00</b>	<b>1,013,418.97</b>	<b>1,013,418.97</b>	<b>81.12</b>	<b>24,853.11</b>	<b>241,537.92</b>
<b>4000's</b>							
4200	EXISTING SITE IMPROVE	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

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
4500 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 4000's	0.00	0.00	0.00	0.00	0.00	0.00
<b>5000's</b>						
5110 DEBT SERVICE	15,333,960.00	15,153,960.52	15,153,960.52	98.82	0.00	179,999.48
5120 DEBT SERVICE-REFUNDED	0.00	64,972,599.88	64,972,599.88	0.00	0.00	-64,972,599.88
5130 REFUND PRIOR YR REV	0.00	148,106.00	148,106.00	0.00	0.00	-148,106.00
<b>5100 *TOTALS*</b>	<b>15,333,960.00</b>	<b>80,274,666.40</b>	<b>80,274,666.40</b>	<b>523.50</b>	<b>0.00</b>	<b>-64,940,706.40</b>
5230 CAPITAL PROJ TRANSFERS	1,000,000.00	1,000,000.00	1,000,000.00	100.00	0.00	0.00
<b>5200 *TOTALS*</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>
5900 BUDGETARY RESERVE	1,041,404.00	0.00	0.00	0.00	0.00	1,041,404.00
<b>5900 *TOTALS*</b>	<b>1,041,404.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,041,404.00</b>
Major Function - 5000's	17,375,364.00	81,274,666.40	81,274,666.40	467.75	0.00	-63,899,302.40
<b>EXPENDITURE Totals</b>	<b>153,789,280.00</b>	<b>199,001,013.37</b>	<b>199,001,013.37</b>	<b>131.21</b>	<b>2,791,875.63</b>	<b>-48,003,609.00</b>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

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 TAX	-87,977,704.00	-89,035,994.71	-89,035,994.71	101.20	0.00	1,058,290.71
6112	INTERIM REAL EXTATE TAX	-100,000.00	-89,237.34	-89,237.34	89.23	0.00	-10,762.66
6113	PUBLIC UTILITY REALTY	-116,000.00	-108,237.64	-108,237.64	93.30	0.00	-7,762.36
6143	CURRENT 511 - LST	-85,000.00	-59,207.79	-59,207.79	69.65	0.00	-25,792.21
6151	CURRENT ACT 511 EIT	-8,056,558.00	-6,243,115.49	-6,243,115.49	77.49	0.00	-1,813,442.51
6153	CURR ACT 511 REAL EST	-1,150,000.00	-1,067,364.65	-1,067,364.65	92.81	0.00	-82,635.35
<b>6100</b>	<b>*TOTALS*</b>	<b>-97,485,262.00</b>	<b>-96,603,157.62</b>	<b>-96,603,157.62</b>	<b>99.09</b>	<b>0.00</b>	<b>-882,104.38</b>
6411	DELINQUENT REAL ESTATE	-3,692,730.00	-3,309,071.64	-3,309,071.64	89.61	0.00	-383,658.36
<b>6400</b>	<b>*TOTALS*</b>	<b>-3,692,730.00</b>	<b>-3,309,071.64</b>	<b>-3,309,071.64</b>	<b>89.61</b>	<b>0.00</b>	<b>-383,658.36</b>
6510	INTEREST ON INVESTMENTS	-52,000.00	-161,169.44	-161,169.44	309.94	0.00	109,169.44
<b>6500</b>	<b>*TOTALS*</b>	<b>-52,000.00</b>	<b>-161,169.44</b>	<b>-161,169.44</b>	<b>309.94</b>	<b>0.00</b>	<b>109,169.44</b>
6710	ADMISSIONS	-75,000.00	-70,971.75	-70,971.75	94.62	0.00	-4,028.25
6740	FEES	-28,000.00	-1,820.00	-1,820.00	6.50	0.00	-26,180.00
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>-72,991.75</b>	<b>-72,991.75</b>	<b>70.86</b>	<b>0.00</b>	<b>-30,008.25</b>
6832	FED PASS THRU IDEA FUND	-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	-196,855.55	-196,855.55	151.42	0.00	66,855.55
6920	CONTRIBUTION & DONATION	-20,000.00	-14,550.00	-14,550.00	72.75	0.00	-5,450.00
6942	SUMMER SCHOOL TUITION	-50,000.00	0.00	0.00	0.00	0.00	-50,000.00
6944	RECEIPTS OTHER LEAs IN	-225,000.00	0.00	0.00	0.00	0.00	-225,000.00
6990	MISCELLANEOUS REVENUE	-44,504.00	-80,526.19	-80,526.19	180.94	0.00	36,022.19
6991	REFUNDS OF PRIOR YR EXP	-12,000.00	-428,810.18	-428,810.18	3573.41	0.00	416,810.18
6992	Energy Efficiency Rev	-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>-720,741.92</b>	<b>-720,741.92</b>	<b>126.11</b>	<b>0.00</b>	<b>149,237.92</b>
<b>Major Function - 6000's</b>		<b>-103,127,558.00</b>	<b>-101,158,576.50</b>	<b>-101,158,576.50</b>	<b>98.09</b>	<b>0.00</b>	<b>-1,968,981.50</b>
<b>7000's</b>							
7110	BASIC EDUCATION	-23,465,397.00	-13,785,455.00	-13,785,455.00	58.74	0.00	-9,679,942.00
7160	TUITION ORPHANS & CHILD	-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>-13,785,455.00</b>	<b>-13,785,455.00</b>	<b>58.31</b>	<b>0.00</b>	<b>-9,854,942.00</b>
7271	SPECIAL ED SCHOOL AGED	-4,572,128.00	-3,597,360.00	-3,597,360.00	78.68	0.00	-974,768.00
<b>7200</b>	<b>*TOTALS*</b>	<b>-4,572,128.00</b>	<b>-3,597,360.00</b>	<b>-3,597,360.00</b>	<b>78.68</b>	<b>0.00</b>	<b>-974,768.00</b>
7310	TRANSPORT (REG & ADDTL)	-5,021,515.00	0.00	0.00	0.00	0.00	-5,021,515.00

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
7311	Transportation	0.00	-3,842,334.94	-3,842,334.94	0.00	0.00	3,842,334.94
7312	Transportation	0.00	-576,538.00	-576,538.00	0.00	0.00	576,538.00
7320	RENT & SINK FUND PYMT	-737,155.00	104,067.40	104,067.40	-14.11	0.00	-841,222.40
7330	HEALTH SERVICES  ACT 25	-140,000.00	0.00	0.00	0.00	0.00	-140,000.00
7340	ST PROP TAX REDUCTION	-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>-8,222,156.43</b>	<b>-8,222,156.43</b>	<b>83.84</b>	<b>0.00</b>	<b>-1,583,864.57</b>
7501	PA ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7505	Ready To Learn Grant	-887,929.00	-1,103,925.00	-1,103,925.00	124.32	0.00	215,996.00
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>-1,103,925.00</b>	<b>-1,103,925.00</b>	<b>124.32</b>	<b>0.00</b>	<b>215,996.00</b>
7810	STATE SHARE SS & MED	-1,824,862.00	-947,380.37	-947,380.37	51.91	0.00	-877,481.63
7820	STATE SHARE RETIRE CONT	-6,636,301.00	-5,313,737.74	-5,313,737.74	80.07	0.00	-1,322,563.26
<b>7800</b>	<b>*TOTALS*</b>	<b>-8,461,163.00</b>	<b>-6,261,118.11</b>	<b>-6,261,118.11</b>	<b>73.99</b>	<b>0.00</b>	<b>-2,200,044.89</b>
<b>Major Function - 7000's</b>		<b>-47,367,638.00</b>	<b>-32,970,014.54</b>	<b>-32,970,014.54</b>	<b>69.60</b>	<b>0.00</b>	<b>-14,397,623.46</b>
<b>8000's</b>							
8110	PAYMENTS FED IMPACTED	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	-1,515,407.88	-1,515,407.88	69.44	0.00	-666,850.12
8515	NCLB - TITLE II	-450,865.00	-522,288.85	-522,288.85	115.84	0.00	71,423.85
8516	NCLB - TITLE III	-90,961.00	-31,539.64	-31,539.64	34.67	0.00	-59,421.36
8517	NCLB - TITLE IV-21ST CE	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>-2,069,236.37</b>	<b>-2,069,236.37</b>	<b>75.96</b>	<b>0.00</b>	<b>-654,847.63</b>
8690	OTH RESTRICT FED GRANT	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	-2,366,775.92	-2,366,775.92	473.35	0.00	1,866,775.92
8820	MED ASSIST REIMB ADM	-70,000.00	-65,504.72	-65,504.72	93.57	0.00	-4,495.28
<b>8800</b>	<b>*TOTALS*</b>	<b>-570,000.00</b>	<b>-2,432,280.64</b>	<b>-2,432,280.64</b>	<b>426.71</b>	<b>0.00</b>	<b>1,862,280.64</b>
<b>Major Function - 8000's</b>		<b>-3,294,084.00</b>	<b>-4,518,963.56</b>	<b>-4,518,963.56</b>	<b>137.18</b>	<b>0.00</b>	<b>1,224,879.56</b>
<b>9000's</b>							
9110	FACE VALUE OF BONDS	0.00	-57,755,000.00	-57,755,000.00	0.00	0.00	57,755,000.00
9130	BOND PREMIUMS	0.00	-7,876,050.45	-7,876,050.45	0.00	0.00	7,876,050.45
<b>9100</b>	<b>*TOTALS*</b>	<b>0.00</b>	<b>-65,631,050.45</b>	<b>-65,631,050.45</b>	<b>0.00</b>	<b>0.00</b>	<b>65,631,050.45</b>



# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 04/30/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
Major Function - 9000's	0.00	-65,631,050.45	-65,631,050.45	0.00	0.00	65,631,050.45
REVENUE Totals	-153,789,280.00	-204,278,605.05	-204,278,605.05	132.83	0.00	50,489,325.05

# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 04/30/2017

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 FUND	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 IMPROVE	1,900,000.00	1,821,702.96	1,821,702.96	95.87	0.00	78,297.04
4600	<b>*TOTALS*</b>	<b>1,900,000.00</b>	<b>1,821,702.96</b>	<b>1,821,702.96</b>	<b>95.87</b>	<b>0.00</b>	<b>78,297.04</b>
<b>Major Function - 4000's</b>		<b>1,900,000.00</b>	<b>1,821,702.96</b>	<b>1,821,702.96</b>	<b>95.87</b>	<b>0.00</b>	<b>78,297.04</b>
<b>EXPENDITURE Totals</b>		<b>1,901,000.00</b>	<b>1,821,702.96</b>	<b>1,821,702.96</b>	<b>95.82</b>	<b>0.00</b>	<b>79,297.04</b>

# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 04/30/2017

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 INVESTMENTS	-1,901,000.00	-18,450.24	-18,450.24	0.97	0.00	-1,882,549.76
6500	<b>*TOTALS*</b>	-1,901,000.00	-18,450.24	-18,450.24	0.97	0.00	-1,882,549.76
<hr/>							
Major Function - 6000's		-1,901,000.00	-18,450.24	-18,450.24	0.97	0.00	-1,882,549.76
<hr/>							
REVENUE Totals		-1,901,000.00	-18,450.24	-18,450.24	0.97	0.00	-1,882,549.76

# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 04/30/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
3000's							
3100	FOOD SERVICES	3,273,261.00	2,126,347.03	2,126,347.03	69.97	164,122.60	982,791.37
3100	*TOTALS*	3,273,261.00	2,126,347.03	2,126,347.03	69.97	164,122.60	982,791.37
<hr/>							
Major Function - 3000's		3,273,261.00	2,126,347.03	2,126,347.03	69.97	164,122.60	982,791.37
<hr/>							
EXPENDITURE Totals		3,273,261.00	2,126,347.03	2,126,347.03	69.97	164,122.60	982,791.37

# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 04/30/2017

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 INVESTMENTS	-100.00	-6,768.58	-6,768.58	6768.58	0.00	6,668.58
<b>6500</b>	<b>*TOTALS*</b>	<b>-100.00</b>	<b>-6,768.58</b>	<b>-6,768.58</b>	<b>6768.58</b>	<b>0.00</b>	<b>6,668.58</b>
6611	DAILY SALES-SCH LUNCH	-485,320.00	-222,794.65	-222,794.65	45.90	0.00	-262,525.35
6612	DAILY SALES-BREAKFAST	-35,513.00	-22,277.40	-22,277.40	62.73	0.00	-13,235.60
6613	DAILY SALES-MILK	-215,000.00	-119,568.18	-119,568.18	55.61	0.00	-95,431.82
6690	OTHER FOOD SERVICE REV	-20,300.00	-14,993.95	-14,993.95	73.86	0.00	-5,306.05
<b>6600</b>	<b>*TOTALS*</b>	<b>-756,133.00</b>	<b>-379,634.18</b>	<b>-379,634.18</b>	<b>50.20</b>	<b>0.00</b>	<b>-376,498.82</b>
6920	CONTRIBUTION & DONATION	-4,500.00	0.00	0.00	0.00	0.00	-4,500.00
6990	MISCELLANEOUS REVENUE	-132,630.00	-55,260.20	-55,260.20	41.66	0.00	-77,369.80
<b>6900</b>	<b>*TOTALS*</b>	<b>-137,130.00</b>	<b>-55,260.20</b>	<b>-55,260.20</b>	<b>40.29</b>	<b>0.00</b>	<b>-81,869.80</b>
<b>Major Function - 6000's</b>		<b>-893,363.00</b>	<b>-441,662.96</b>	<b>-441,662.96</b>	<b>49.43</b>	<b>0.00</b>	<b>-451,700.04</b>
<b>7000's</b>							
7600	MILK/LUNCH/BREAKFAST	-115,000.00	-77,720.58	-77,720.58	67.58	0.00	-37,279.42
<b>7600</b>	<b>*TOTALS*</b>	<b>-115,000.00</b>	<b>-77,720.58</b>	<b>-77,720.58</b>	<b>67.58</b>	<b>0.00</b>	<b>-37,279.42</b>
<b>Major Function - 7000's</b>		<b>-115,000.00</b>	<b>-77,720.58</b>	<b>-77,720.58</b>	<b>67.58</b>	<b>0.00</b>	<b>-37,279.42</b>
<b>8000's</b>							
8531	SUBSIDIES MILK  LUNCH	-2,000,135.00	-1,557,766.02	-1,557,766.02	77.88	0.00	-442,368.98
8532	SUBSIDIES NON-FOOD	-69,763.00	0.00	0.00	0.00	0.00	-69,763.00
8533	VALUE DONATED COMMODITY	-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>-1,557,766.02</b>	<b>-1,557,766.02</b>	<b>68.77</b>	<b>0.00</b>	<b>-707,131.98</b>
<b>Major Function - 8000's</b>		<b>-2,264,898.00</b>	<b>-1,557,766.02</b>	<b>-1,557,766.02</b>	<b>68.77</b>	<b>0.00</b>	<b>-707,131.98</b>
<b>REVENUE Totals</b>		<b>-3,273,261.00</b>	<b>-2,077,149.56</b>	<b>-2,077,149.56</b>	<b>63.45</b>	<b>0.00</b>	<b>-1,196,111.44</b>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

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 ELEM/SECONDARY	62,137,391.62	47,105,338.74	47,105,338.74	76.01	128,474.10	14,903,578.78
1190	FED FUNDED REG PGMS	3,397,981.00	1,900,363.27	1,900,363.27	56.35	14,464.74	1,483,152.99
1191	Prior Year Title I	0.00	0.00	0.00	0.00	0.00	0.00
<b>1100</b>	<b>*TOTALS*</b>	<b>65,535,372.62</b>	<b>49,005,702.01</b>	<b>49,005,702.01</b>	<b>74.99</b>	<b>142,938.84</b>	<b>16,386,731.77</b>
1210	LIFE SKILLS SUPPORT	0.00	13,511.44	13,511.44	0.00	0.00	-13,511.44
1211	LIFE SKILLS SUPPORT-PUB	1,225,968.00	628,929.45	628,929.45	51.30	0.00	597,038.55
1221	DEAF/HEARING IMPAIRED	44,183.00	54,325.82	54,325.82	153.74	13,601.38	-23,744.20
1224	BLIND/VISUALLY IMPAIRED	50,268.00	0.00	0.00	47.63	23,947.39	26,320.61
1225	SPEECH/LANGUAGE SUPPORT	901,974.00	409,814.35	409,814.35	78.59	299,119.11	193,040.54
1230	Emotional Sup - Non Pub	160,000.00	45,895.00	45,895.00	56.68	44,800.00	69,305.00
1231	EMOTIONAL SUPPt-PUBLIC	1,494,037.00	865,523.09	865,523.09	109.32	767,825.56	-139,311.65
1233	AUTISTIC SUPPORT	1,523,706.00	553,197.39	553,197.39	71.21	531,905.28	438,603.33
1241	LEARNING SUPPORT-PUBLIC	11,027,827.74	6,201,757.31	6,201,757.31	67.18	1,207,486.49	3,618,583.94
1243	GIFTED SUPPORT	467,328.00	412,621.63	412,621.63	88.29	0.00	54,706.37
1270	MULTI-HANDICAPPED SUPPT	1,195,361.00	630,786.06	630,786.06	82.91	360,380.59	204,194.35
1281	DEVELOPMENTAL DELAY SUP	323,853.00	0.00	0.00	160.88	521,016.26	-197,163.26
1290	OTHER SUPPORT	10,043,370.00	11,886,128.92	11,886,128.92	123.28	495,841.21	-2,338,600.13
<b>1200</b>	<b>*TOTALS*</b>	<b>28,457,875.74</b>	<b>21,702,490.46</b>	<b>21,702,490.46</b>	<b>91.25</b>	<b>4,265,923.27</b>	<b>2,489,462.01</b>
1340	HOME ECONOMICS EDU	0.00	0.00	0.00	0.00	0.00	0.00
1341	CONSUMER & HOME EDU	573,655.00	286,742.43	286,742.43	50.28	1,722.18	285,190.39
1350	INDUSTRIAL ARTS EDU	158,922.00	103,784.20	103,784.20	65.30	0.00	55,137.80
1360	BUSINESS EDUCATION	103,403.00	49,412.06	49,412.06	47.78	0.00	53,990.94
1380	TRADE & INDUSTRIAL ED	18,750.00	11,580.47	11,580.47	77.28	2,911.28	4,258.25
1390	OTHER VO ED PROGRAMS	2,690,399.00	1,973,052.00	1,973,052.00	73.33	0.00	717,347.00
<b>1300</b>	<b>*TOTALS*</b>	<b>3,545,129.00</b>	<b>2,424,571.16</b>	<b>2,424,571.16</b>	<b>68.52</b>	<b>4,633.46</b>	<b>1,115,924.38</b>
1420	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
1430	HOMEBOUND INSTRUCTION	0.00	5,523.72	5,523.72	0.00	0.00	-5,523.72
1441	ADJUDICATED COURT PLACE	137,000.00	0.00	0.00	0.00	0.00	137,000.00
1442	ALTERNATIVE EDU PROGRAM	208,467.00	142,659.28	142,659.28	68.76	687.90	65,119.82
<b>1400</b>	<b>*TOTALS*</b>	<b>345,467.00</b>	<b>148,183.00</b>	<b>148,183.00</b>	<b>43.09</b>	<b>687.90</b>	<b>196,596.10</b>
1500	NONPUBLIC SCHOOL PGMS	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	186,686.29	186,686.29	0.00	0.00	-186,686.29
1802	PRE-K NON-INST SUPPORT	595.00	0.00	0.00	0.00	0.00	595.00
1803	PRE-K OPS AND MAINT	0.00	109,847.35	109,847.35	0.00	0.00	-109,847.35

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
1800 *TOTALS*	595.00	296,533.64	296,533.64	0.00	0.00	-295,938.64
<b>Major Function - 1000's</b>	<b>97,989,493.36</b>	<b>73,626,207.27</b>	<b>73,626,207.27</b>	<b>79.64</b>	<b>4,414,183.47</b>	<b>19,949,102.62</b>
<b>2000's</b>						
2111 SUPERVISION STUDENT SVC	0.00	12,882.16	12,882.16	0.00	0.00	-12,882.16
2122 COUNSELING SERVICES	2,606,364.00	1,795,707.91	1,795,707.91	68.91	342.70	810,313.39
2123 APPRAISAL SERVICES	20,000.00	0.00	0.00	0.00	0.00	20,000.00
2126 PLACEMENT SERVICES	0.00	-35,035.00	-35,035.00	0.00	0.00	35,035.00
2130 ATTENDANCE SERVICES	429,821.00	352,757.68	352,757.68	82.07	0.00	77,063.32
2140 PSYCHOLOGICAL SERVICES	585,215.00	506,548.62	506,548.62	106.79	118,420.61	-39,754.23
2142 PSYCHOLOGICAL TESTING	35,000.00	0.00	0.00	0.14	50.00	34,950.00
2143 PSYCH COUNSELING SVCS	5,000.00	112,242.05	112,242.05	2244.84	0.00	-107,242.05
2170 STUDENT ACCT SERVICES	84,904.00	4,639.79	4,639.79	25.71	17,193.19	63,071.02
<b>2100 *TOTALS*</b>	<b>3,766,304.00</b>	<b>2,749,743.21</b>	<b>2,749,743.21</b>	<b>76.62</b>	<b>136,006.50</b>	<b>880,554.29</b>
2220 TECH SUPPORT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2240 COMPUTER-ASSIST INSTRUC	795,267.00	468,209.55	468,209.55	58.87	0.00	327,057.45
2250 SCHOOL LIBRARY SERVICES	628,321.50	419,523.79	419,523.79	67.79	6,423.75	202,373.96
2260 INSTRUCTION & CURR DEV	1,153,806.50	649,167.32	649,167.32	56.87	7,015.38	497,623.80
2271 INST STAFF DEV-CERT	534,901.00	106,139.06	106,139.06	28.47	46,200.00	382,561.94
2272 INST STAFF DEV-NON CERT	0.00	0.00	0.00	0.00	0.00	0.00
<b>2200 *TOTALS*</b>	<b>3,112,296.00</b>	<b>1,643,039.72</b>	<b>1,643,039.72</b>	<b>54.70</b>	<b>59,639.13</b>	<b>1,409,617.15</b>
2310 BOARD SERVICES	73,225.00	124,335.66	124,335.66	175.50	4,179.28	-55,289.94
2330 TAX ASSESS & COLLECTION	705,000.00	278,054.46	278,054.46	39.45	120.00	426,825.54
2350 LEGAL & ACCTG SERVICES	600,000.00	626,202.46	626,202.46	110.33	35,823.50	-62,025.96
2360 OFFICE SUPERINTENDENT	655,104.00	602,956.19	602,956.19	92.12	571.22	51,576.59
2380 OFFICE OF PRINCIPAL SVC	5,200,772.35	4,043,415.18	4,043,415.18	78.00	13,469.04	1,143,888.13
2390 OTHER ADMIN SERVICES	0.00	30,983.08	30,983.08	0.00	0.00	-30,983.08
<b>2300 *TOTALS*</b>	<b>7,234,101.35</b>	<b>5,705,947.03</b>	<b>5,705,947.03</b>	<b>79.62</b>	<b>54,163.04</b>	<b>1,473,991.28</b>
2420 MEDICAL SERVICES	1,187,675.00	705,476.56	705,476.56	72.56	156,301.40	325,897.04
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>1,189,175.00</b>	<b>705,476.56</b>	<b>705,476.56</b>	<b>72.46</b>	<b>156,301.40</b>	<b>327,397.04</b>
2511 SUPERVISION OF FISCAL	357,836.00	259,510.14	259,510.14	72.54	96.00	98,229.86
2513 RECEIVE & DISBURSE FUND	767,760.00	540,296.30	540,296.30	72.49	16,307.07	211,156.63
2514 PAYROLL SERVICES	256,634.00	147,275.79	147,275.79	57.38	0.00	109,358.21
<b>2500 *TOTALS*</b>	<b>1,382,230.00</b>	<b>947,082.23</b>	<b>947,082.23</b>	<b>69.70</b>	<b>16,403.07</b>	<b>418,744.70</b>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2611	SUPERVISION-OP/MAINT	227,181.25	307,542.29	307,542.29	139.00	8,262.15	-88,623.19
2620	OPERATION OF BUILDING	8,946,871.75	5,501,387.94	5,501,387.94	68.18	599,414.20	2,846,069.61
2630	CARE & UPKEEP GROUNDS	408,715.00	319,433.09	319,433.09	78.15	0.00	89,281.91
2650	VEHICLE OPER & MAINT	34,000.00	9,590.39	9,590.39	28.20	0.00	24,409.61
2660	SECURITY SERVICES	324,647.00	192,745.69	192,745.69	62.39	9,828.67	122,072.64
<b>2600</b>	<b>*TOTALS*</b>	<b>9,941,415.00</b>	<b>6,330,699.40</b>	<b>6,330,699.40</b>	<b>69.89</b>	<b>617,505.02</b>	<b>2,993,210.58</b>
2711	SUPERVISION-STU TRANS	231,178.00	213,922.84	213,922.84	94.02	3,447.68	13,807.48
2720	VEHICLE OPERATION SVC	5,041,943.00	5,456,129.63	5,456,129.63	108.53	16,075.52	-430,262.15
2750	NONPUBLIC TRANS	3,582,500.00	737,618.08	737,618.08	20.58	0.00	2,844,881.92
<b>2700</b>	<b>*TOTALS*</b>	<b>8,855,621.00</b>	<b>6,407,670.55</b>	<b>6,407,670.55</b>	<b>72.57</b>	<b>19,523.20</b>	<b>2,428,427.25</b>
2800	SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	0.00	0.00	0.00
2823	PUBLIC INFORMATION SVC	0.00	8,000.00	8,000.00	0.00	0.00	-8,000.00
2832	RECRUITMENT & PLACEMENT	142,000.00	153,681.62	153,681.62	133.28	35,587.05	-47,268.67
2833	STAFF ACCOUNTING SVCS	294,559.00	282,734.78	282,734.78	95.98	0.00	11,824.22
2834	STAFF DEV - NON INST-CE	0.00	0.00	0.00	0.00	0.00	0.00
2836	STAFF DEV NON INST/NON	0.00	0.00	0.00	0.00	0.00	0.00
2840	DATA PROCESSING SVCS	1,186,100.00	1,455,728.13	1,455,728.13	133.62	129,164.57	-398,792.70
2850	STATE & FED AGENCY SVCS	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>1,900,144.53</b>	<b>1,900,144.53</b>	<b>127.25</b>	<b>164,751.62</b>	<b>-442,237.15</b>
2900	OTHER SUPPORT SERVICES	39,812.00	84,018.21	84,018.21	217.63	2,626.11	-46,832.32
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>84,118.21</b>	<b>84,118.21</b>	<b>217.88</b>	<b>2,626.11</b>	<b>-46,932.32</b>
<b>Major Function - 2000's</b>		<b>37,143,613.35</b>	<b>26,473,921.44</b>	<b>26,473,921.44</b>	<b>74.57</b>	<b>1,226,919.09</b>	<b>9,442,772.82</b>
<b>3000's</b>							
3250	SCHOOL ATHLETICS	1,248,554.00	898,260.29	898,260.29	73.16	15,232.50	335,061.21
<b>3200</b>	<b>*TOTALS*</b>	<b>1,248,554.00</b>	<b>898,260.29</b>	<b>898,260.29</b>	<b>73.16</b>	<b>15,232.50</b>	<b>335,061.21</b>
3300	COMMUNITY SERVICES	31,256.00	13,713.54	13,713.54	55.19	3,539.65	14,002.81
<b>3300</b>	<b>*TOTALS*</b>	<b>31,256.00</b>	<b>13,713.54</b>	<b>13,713.54</b>	<b>55.19</b>	<b>3,539.65</b>	<b>14,002.81</b>
<b>Major Function - 3000's</b>		<b>1,279,810.00</b>	<b>911,973.83</b>	<b>911,973.83</b>	<b>72.72</b>	<b>18,772.15</b>	<b>349,064.02</b>
<b>4000's</b>							
4200	EXISTING SITE IMPROVE	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



# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
4500 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 4000's	0.00	0.00	0.00	0.00	0.00	0.00
5000's						
5110 DEBT SERVICE	15,333,960.00	15,153,960.52	15,153,960.52	98.82	0.00	179,999.48
5120 DEBT SERVICE-REFUNDED	0.00	1,854.84	1,854.84	0.00	0.00	-1,854.84
5130 REFUND PRIOR YR REV	0.00	148,106.00	148,106.00	0.00	0.00	-148,106.00
5100 *TOTALS*	15,333,960.00	15,303,921.36	15,303,921.36	99.80	0.00	30,038.64
5230 CAPITAL PROJ TRANSFERS	1,000,000.00	1,000,000.00	1,000,000.00	100.00	0.00	0.00
5200 *TOTALS*	1,000,000.00	1,000,000.00	1,000,000.00	100.00	0.00	0.00
5900 BUDGETARY RESERVE	1,042,404.00	0.00	0.00	0.00	0.00	1,042,404.00
5900 *TOTALS*	1,042,404.00	0.00	0.00	0.00	0.00	1,042,404.00
Major Function - 5000's	17,376,364.00	16,303,921.36	16,303,921.36	93.82	0.00	1,072,442.64
EXPENDITURE Totals	153,789,280.71	117,316,023.90	117,316,023.90	79.96	5,659,874.71	30,813,382.10

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

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 TAX	-87,977,704.00	-89,037,767.26	-89,037,767.26	101.20	0.00	1,060,063.26
6112	INTERIM REAL EXTATE TAX	-100,000.00	-53,638.00	-53,638.00	53.63	0.00	-46,362.00
6113	PUBLIC UTILITY REALTY	-116,000.00	-108,237.64	-108,237.64	93.30	0.00	-7,762.36
6143	CURRENT 511 - LST	-85,000.00	-57,267.49	-57,267.49	67.37	0.00	-27,732.51
6151	CURRENT ACT 511 EIT	-8,056,558.00	-5,953,854.19	-5,953,854.19	73.90	0.00	-2,102,703.81
6153	CURR ACT 511 REAL EST	-1,150,000.00	-963,320.08	-963,320.08	83.76	0.00	-186,679.92
<b>6100</b>	<b>*TOTALS*</b>	<b>-97,485,262.00</b>	<b>-96,174,084.66</b>	<b>-96,174,084.66</b>	<b>98.65</b>	<b>0.00</b>	<b>-1,311,177.34</b>
6411	DELINQUENT REAL ESTATE	-3,692,730.00	-2,842,102.92	-2,842,102.92	76.96	0.00	-850,627.08
<b>6400</b>	<b>*TOTALS*</b>	<b>-3,692,730.00</b>	<b>-2,842,102.92</b>	<b>-2,842,102.92</b>	<b>76.96</b>	<b>0.00</b>	<b>-850,627.08</b>
6510	INTEREST ON INVESTMENTS	-52,000.00	-141,632.22	-141,632.22	272.36	0.00	89,632.22
<b>6500</b>	<b>*TOTALS*</b>	<b>-52,000.00</b>	<b>-141,632.22</b>	<b>-141,632.22</b>	<b>272.36</b>	<b>0.00</b>	<b>89,632.22</b>
6710	ADMISSIONS	-75,000.00	-70,258.75	-70,258.75	93.67	0.00	-4,741.25
6740	FEES	-28,000.00	-1,750.00	-1,750.00	6.25	0.00	-26,250.00
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>-72,208.75</b>	<b>-72,208.75</b>	<b>70.10</b>	<b>0.00</b>	<b>-30,791.25</b>
6832	FED PASS THRU IDEA FUND	-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	-174,519.48	-174,519.48	134.24	0.00	44,519.48
6920	CONTRIBUTION & DONATION	-20,000.00	-12,650.00	-12,650.00	63.25	0.00	-7,350.00
6942	SUMMER SCHOOL TUITION	-50,000.00	0.00	0.00	0.00	0.00	-50,000.00
6944	RECEIPTS OTHER LEAs IN	-225,000.00	0.00	0.00	0.00	0.00	-225,000.00
6990	MISCELLANEOUS REVENUE	-44,504.00	-73,293.44	-73,293.44	164.68	0.00	28,789.44
6991	REFUNDS OF PRIOR YR EXP	-12,000.00	-428,810.18	-428,810.18	3573.41	0.00	416,810.18
6992	Energy Efficiency Rev	-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>-689,273.10</b>	<b>-689,273.10</b>	<b>120.60</b>	<b>0.00</b>	<b>117,769.10</b>
<b>Major Function - 6000's</b>		<b>-103,127,558.00</b>	<b>-100,210,745.78</b>	<b>-100,210,745.78</b>	<b>97.17</b>	<b>0.00</b>	<b>-2,916,812.22</b>
<b>7000's</b>							
7110	BASIC EDUCATION	-23,465,397.00	-11,028,364.00	-11,028,364.00	46.99	0.00	-12,437,033.00
7160	TUITION ORPHANS & CHILD	-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>-11,028,364.00</b>	<b>-11,028,364.00</b>	<b>46.65</b>	<b>0.00</b>	<b>-12,612,033.00</b>
7271	SPECIAL ED SCHOOL AGED	-4,572,128.00	-3,597,360.00	-3,597,360.00	78.68	0.00	-974,768.00
<b>7200</b>	<b>*TOTALS*</b>	<b>-4,572,128.00</b>	<b>-3,597,360.00</b>	<b>-3,597,360.00</b>	<b>78.68</b>	<b>0.00</b>	<b>-974,768.00</b>
7310	TRANSPORT (REG & ADDTL)	-5,021,515.00	0.00	0.00	0.00	0.00	-5,021,515.00

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
7311	Transportation	0.00	-3,842,334.94	-3,842,334.94	0.00	0.00	3,842,334.94
7312	Transportation	0.00	-576,538.00	-576,538.00	0.00	0.00	576,538.00
7320	RENT & SINK FUND PYMT	-737,155.00	104,067.40	104,067.40	-14.11	0.00	-841,222.40
7330	HEALTH SERVICES  ACT 25	-140,000.00	0.00	0.00	0.00	0.00	-140,000.00
7340	ST PROP TAX REDUCTION	-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>-8,222,156.43</b>	<b>-8,222,156.43</b>	<b>83.84</b>	<b>0.00</b>	<b>-1,583,864.57</b>
7501	PA ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7505	Ready To Learn Grant	-887,929.00	-1,103,925.00	-1,103,925.00	124.32	0.00	215,996.00
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>-1,103,925.00</b>	<b>-1,103,925.00</b>	<b>124.32</b>	<b>0.00</b>	<b>215,996.00</b>
7810	STATE SHARE SS & MED	-1,824,862.00	-947,380.37	-947,380.37	51.91	0.00	-877,481.63
7820	STATE SHARE RETIRE CONT	-6,636,301.00	-5,313,737.74	-5,313,737.74	80.07	0.00	-1,322,563.26
<b>7800</b>	<b>*TOTALS*</b>	<b>-8,461,163.00</b>	<b>-6,261,118.11</b>	<b>-6,261,118.11</b>	<b>73.99</b>	<b>0.00</b>	<b>-2,200,044.89</b>
<b>Major Function - 7000's</b>		<b>-47,367,638.00</b>	<b>-30,212,923.54</b>	<b>-30,212,923.54</b>	<b>63.78</b>	<b>0.00</b>	<b>-17,154,714.46</b>
<b>8000's</b>							
8110	PAYMENTS FED IMPACTED	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	-1,359,532.31	-1,359,532.31	62.29	0.00	-822,725.69
8515	NCLB - TITLE II	-450,865.00	-522,288.85	-522,288.85	115.84	0.00	71,423.85
8516	NCLB - TITLE III	-90,961.00	-31,539.64	-31,539.64	34.67	0.00	-59,421.36
8517	NCLB - TITLE IV-21ST CE	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>-1,913,360.80</b>	<b>-1,913,360.80</b>	<b>70.23</b>	<b>0.00</b>	<b>-810,723.20</b>
8690	OTH RESTRICT FED GRANT	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	-2,366,775.92	-2,366,775.92	473.35	0.00	1,866,775.92
8820	MED ASSIST REIMB ADM	-70,000.00	-65,504.72	-65,504.72	93.57	0.00	-4,495.28
<b>8800</b>	<b>*TOTALS*</b>	<b>-570,000.00</b>	<b>-2,432,280.64</b>	<b>-2,432,280.64</b>	<b>426.71</b>	<b>0.00</b>	<b>1,862,280.64</b>
<b>Major Function - 8000's</b>		<b>-3,294,084.00</b>	<b>-4,363,087.99</b>	<b>-4,363,087.99</b>	<b>132.45</b>	<b>0.00</b>	<b>1,069,003.99</b>
<b>9000's</b>							
9110	FACE VALUE OF BONDS	0.00	0.00	0.00	0.00	0.00	0.00
9130	BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00	0.00
<b>9100</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>

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2016 To 03/31/2017

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
Major Function - 9000's	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE Totals	-153,789,280.00	-134,786,757.31	-134,786,757.31	87.64	0.00	-19,002,522.69

# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 03/31/2017

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 FUND	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 IMPROVE	1,900,000.00	1,805,642.90	1,805,642.90	95.03	0.00	94,357.10
4600	<b>*TOTALS*</b>	<b>1,900,000.00</b>	<b>1,805,642.90</b>	<b>1,805,642.90</b>	<b>95.03</b>	<b>0.00</b>	<b>94,357.10</b>
<b>Major Function - 4000's</b>		<b>1,900,000.00</b>	<b>1,805,642.90</b>	<b>1,805,642.90</b>	<b>95.03</b>	<b>0.00</b>	<b>94,357.10</b>
<b>EXPENDITURE Totals</b>		<b>1,901,000.00</b>	<b>1,805,642.90</b>	<b>1,805,642.90</b>	<b>94.98</b>	<b>0.00</b>	<b>95,357.10</b>

# Condensed Board Summary Report

Fund: 39 OTHER CAPITAL

From 07/01/2016 To 03/31/2017

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 INVESTMENTS	-1,901,000.00	-15,886.67	-15,886.67	0.83	0.00	-1,885,113.33
6500	<b>*TOTALS*</b>	-1,901,000.00	-15,886.67	-15,886.67	0.83	0.00	-1,885,113.33
<hr/>							
Major Function - 6000's		-1,901,000.00	-15,886.67	-15,886.67	0.83	0.00	-1,885,113.33
<hr/>							
REVENUE Totals		-1,901,000.00	-15,886.67	-15,886.67	0.83	0.00	-1,885,113.33

# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 03/31/2017

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
3000's							
3100	FOOD SERVICES	3,273,261.00	2,009,904.08	2,009,904.08	61.58	5,786.90	1,257,570.02
3100	*TOTALS*	3,273,261.00	2,009,904.08	2,009,904.08	61.58	5,786.90	1,257,570.02
Major Function - 3000's		3,273,261.00	2,009,904.08	2,009,904.08	61.58	5,786.90	1,257,570.02
EXPENDITURE Totals		3,273,261.00	2,009,904.08	2,009,904.08	61.58	5,786.90	1,257,570.02

# Condensed Board Summary Report

Fund: 51 FOOD

From 07/01/2016 To 03/31/2017

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 INVESTMENTS	-100.00	-5,286.64	-5,286.64	5286.64	0.00	5,186.64
<b>6500</b>	<b>*TOTALS*</b>	<b>-100.00</b>	<b>-5,286.64</b>	<b>-5,286.64</b>	<b>5286.64</b>	<b>0.00</b>	<b>5,186.64</b>
6611	DAILY SALES--SCH LUNCH	-485,320.00	-222,794.65	-222,794.65	45.90	0.00	-262,525.35
6612	DAILY SALES--BREAKFAST	-35,513.00	-22,277.40	-22,277.40	62.73	0.00	-13,235.60
6613	DAILY SALES--MILK	-215,000.00	-119,496.17	-119,496.17	55.57	0.00	-95,503.83
6690	OTHER FOOD SERVICE REV	-20,300.00	-14,993.95	-14,993.95	73.86	0.00	-5,306.05
<b>6600</b>	<b>*TOTALS*</b>	<b>-756,133.00</b>	<b>-379,562.17</b>	<b>-379,562.17</b>	<b>50.19</b>	<b>0.00</b>	<b>-376,570.83</b>
6920	CONTRIBUTION & DONATION	-4,500.00	0.00	0.00	0.00	0.00	-4,500.00
6990	MISCELLANEOUS REVENUE	-132,630.00	-55,260.30	-55,260.30	41.66	0.00	-77,369.70
<b>6900</b>	<b>*TOTALS*</b>	<b>-137,130.00</b>	<b>-55,260.30</b>	<b>-55,260.30</b>	<b>40.29</b>	<b>0.00</b>	<b>-81,869.70</b>
<b>Major Function - 6000's</b>		<b>-893,363.00</b>	<b>-440,109.11</b>	<b>-440,109.11</b>	<b>49.26</b>	<b>0.00</b>	<b>-453,253.89</b>
<b>7000's</b>							
7600	MILK/LUNCH/BREAKFAST	-115,000.00	-65,683.62	-65,683.62	57.11	0.00	-49,316.38
<b>7600</b>	<b>*TOTALS*</b>	<b>-115,000.00</b>	<b>-65,683.62</b>	<b>-65,683.62</b>	<b>57.11</b>	<b>0.00</b>	<b>-49,316.38</b>
<b>Major Function - 7000's</b>		<b>-115,000.00</b>	<b>-65,683.62</b>	<b>-65,683.62</b>	<b>57.11</b>	<b>0.00</b>	<b>-49,316.38</b>
<b>8000's</b>							
8531	SUBSIDIES MILK  LUNCH	-2,000,135.00	-1,320,108.91	-1,320,108.91	66.00	0.00	-680,026.09
8532	SUBSIDIES NON-FOOD	-69,763.00	0.00	0.00	0.00	0.00	-69,763.00
8533	VALUE DONATED COMMODITY	-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>-1,320,108.91</b>	<b>-1,320,108.91</b>	<b>58.28</b>	<b>0.00</b>	<b>-944,789.09</b>
<b>Major Function - 8000's</b>		<b>-2,264,898.00</b>	<b>-1,320,108.91</b>	<b>-1,320,108.91</b>	<b>58.28</b>	<b>0.00</b>	<b>-944,789.09</b>
<b>REVENUE Totals</b>		<b>-3,273,261.00</b>	<b>-1,825,901.64</b>	<b>-1,825,901.64</b>	<b>55.78</b>	<b>0.00</b>	<b>-1,447,359.36</b>



*Finance Enclosure*

*Human Resources Report*

## HUMAN RESOURCES REPORT – MAY 9, 2017

### 1. Resignations - Regular and Extra Duty

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

#### a. ADMINISTRATION

- 1) Leavey, Vincent, Athletic Director of the Coatesville Area School District. Letter Dated: 5/1/2017. Reason: Personal. Effective: 6/25/2017.
- 2) Nicolino, Danielle, Assistant Principal for Scott Middle School. Letter Dated: 5/1/2017. Reason: Personal. Effective: 6/30/2017.

#### b. CATA

- 1) Brown, Theodore, Teacher at Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.
- 2) Hanson, Barbara, Teacher at Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.
- 3) Hare, Judith, Teacher at East Fallowfield Elementary School. Letter Dated: 4/28/2017. Reason: Retirement. Effective: 6/9/2017.
- 4) Hinkelman, Stephanie, Preschool Teacher at Gordon Early Literacy Center. Letter Dated: 3/10/2017. Reason: Personal. Effective Date: 2/6/2017.

#### c. CATSS

- 1) Angus, Cynthia, 6.5 Hour Special Education One-on-One Aide for Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.

### 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. EXTRA DUTY

- 1) Cumens, Markelle, Summer Clerical Position for the Coatesville Area School District. Posted: 4/3/2017. Salary: \$10/hour. Effective: TBD. SP4: Staff.
- 2) Hines, Delores, ESY Substitute Teacher for the Coatesville Area School District. Posted: 2/2/2017. Salary: \$33/hour. Effective: 6/26/2017. SP4: Staff.
- 3) Gathercole, Susan, Food Service Substitute for the Coatesville Area School District. Posted: 5/31/2017. Salary: \$9/hour. Effective: TBD. SP4: Approved. Pending 168 Forms.

- 4) Loughead, Paula, ESY Special Education Aide for the Coatesville Area School District. Posted: 2/2/2017. Salary: \$12.50/hour. Effective: 6/26/2017. SP4: Staff.
- 5) Game/Event Workers for the Coatesville Area School District. Posted: 2/9/16. Effective: 2016—2017 School Year. SP4: Staff.

Cynthia Crouse

Elizabeth Gardner

Janene Groff

3. **Leave(s) of Absence**

**RECOMMENDED MOTION:** That the Board of School Directors approve the following Leave(s) of Absence as indicated:

a. CATA

- 1) Davis, Alicia, Teacher for Friendship Elementary School. Effective: 5/30/2017—6/9/2017.
- 2) Herr, Pamela, Teacher for Caln Elementary School. Effective: 4/7/2017—4/19/2017.

4. **Voluntary Transfers:**

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

a. FEDERATION

- 1) Schweitzer, Brian, move from 3 Hour General Utility Worker at Rainbow Elementary School to 3 Hour General Utility Worker at South Brandywine Middle School. Effective: 4/24/2017.

5. **Change of Status**

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

a. FEDERATION

- 1) Henan, Madline, move from Food Service Substitute for the Coatesville Area School District to 3 Hour General Utility Worker for Rainbow Elementary School. Posted: 5/31/2016. Salary: \$13.66 (\$14.66 after 520 hour probation period). Effective: 5/1/2017.

b. EXTRA DUTY

- 1) Fanning, April, move from 3 Hour General Utility Worker for South Brandywine Middle School to Food Service Substitute. Salary: \$9/hour. Effective: 4/12/2017.

# *Finance Committee ~ Enrollment Report*

- *CASD*
- *Charter Schools*

# COATESVILLE AREA SCHOOL DISTRICT ENROLLMENT REPORT

Date: 4/30/17

Current Building Name	01	02	03	04	05	06	07	08	09	10	11	12	K	Total
CALN ELEMENTARY	101	84	75	82	71								66	479
COATESVILLE AREA INTERMEDIATE HS									480	516				996
COATESVILLE AREA SENIOR HIGH SCHOOL											535	442		977
EAST FALLOWFIELD ELEMENTARY	49	46	56	65	49								58	323
FRIENDSHIP ELEMENTARY	63	56	65	45	59								58	346
KINGS HIGHWAY ELEMENTARY	76	82	92	87	71								71	479
NORTH BRANDYWINE MIDDLE SCHOOL						144	132	142						418
RAINBOW ELEMENTARY	104	145	137	133	145								144	808
REECEVILLE ELEMENTARY	69	71	83	74	80								66	443
SCOTT MIDDLE SCHOOL						130	149	157						436
SOUTH BRANDYWINE MIDDLE SCHOOL						194	202	191						587
	462	484	508	486	475	468	483	490	480	516	535	442	463	6292

**ABOVE TOTALS INCLUDE:**

CASD CYBER ACADEMY-ON-SITE							1	4	5	13	12	8		43
CASD CYBER ACADEMY-OFF-SITE							2	5	7	14	37	24		89
														132

# CASD CHARTER SCHOOL ENROLLMENT REPORT

3/31/2017

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	4	1	3	4	10	1		24	21
ACHIEVEMENT HOUSE CHARTER SCHOOL (CYBE	5012								1	1			2		4	6
AGORA CYBER CHARTER SCHOOL	5025	1	1	1	3	5	1	4	3	3	3	1	3	1	30	31
AVON GROVE CHARTER SCHOOL	5013	25	15	15	27	19	22	31	26	18	16	14	17	3	248	218
CHESTER COUNTY FAMILY ACADEMY	5014	9	9											9	27	26
COLLEGIUM CHARTER SCHOOL	5015	220	156	188	151	153	141	139	89	103	71	56	43	212	1722	1494
COMMONWEALTH CONNECTIONS CYBER CHART	5016	1	1	3	2	2	3	1	4	2	2		2		23	35
DR. ROBERT KETTERER CS (court placed)	5031											1			1	3
PA CYBER CHARTER SCHOOL, THE	5019	3			1	1	2	4		1	5	2	2	2	23	29
PA DISTANCE LEARNING CHARTER SCHOOL	5027										1	1			2	0
PA LEADERSHIP CYBER CHARTER SCHOOL	5020	2	6	2	5	6	6	9	10	13	18	13	9	1	100	90
PA VIRTUAL CYBER CHARTER SCHOOL	5021	2	1	3	1	2	2		3	1		1	1		17	17
REACH CYBER CHARTER SCHOOL	8136	2	1		1		2	3	1						10	0
RENAISSANCE	5022	2			1					1	1		1		6	6
		267	190	212	192	188	180	195	138	146	121	99	81	228	2237	1976

261