

**MONTOURSVILLE AREA SCHOOL DISTRICT  
BOARD MEETING  
TUESDAY, JUNE 11, 2019  
7:00 P.M.  
MONTOURSVILLE AREA SCHOOL DISTRICT**

**AGENDA**

- I.** Roll Call to Order
  - A.** Salute to the Flag
  - B.** Recognitions and Presentations
  - C.** Student Representative Presentation
  
- II.** Reading of the Minutes; Approval
  
- III.** Prior Presentation Period (5 minutes/person)
  - A.** Pastor Stephen Fulkes, Trinity Assembly of God
  
- IV.** Public Comment
  
- V.** Business Manager's Report
  - A.** General Fund and Cafeteria Treasurer's Report
  - B.** Budgetary Transfers
  - C.** Presentation of Bills (Roll Call)
  - D.** Business
  
- VI.** Superintendent's Report
- VII.** Agenda Items
- VIII.** Other Reports
  - A.** Committee Reports
    - 1.** PSBA
    - 2.** Policy Committee
    - 3.** IU Representative
    - 4.** LCTC Representative
    - 5.** Memorial Gardens
    - 6.** Budget
    - 7.** Building and Grounds
    - 8.** Montoursville Foundation
  
- IX.** Public Comment
  
- X.** Adjournment

**Montoursville Area School District  
Business Manager's Report  
June 11, 2019  
7:00 PM  
Montoursville Area High School**

**Treasurer's Report:**

TR-1 General Fund (Attachment)

TR-2 Cafeteria Fund (Attachment)

TR-3 Capital Project (Attachment)

**Presentation of Bills:**

**PB-1 General Fund (Attached)**

Approve list of bills per attached list:

Amounts paid since last meeting	\$ 1,022,974.30
Amounts paid from Liquid Asset Account	\$ 1,230,742.27
Amounts to be paid at this meeting	\$ <u>60,306.28</u>
Total	\$ 2,314,022.85

**PB-2 Cafeteria Fund (Attached)**

Approve list of bills per attached list:

Amounts paid since last meeting	\$ 43,434.65
Amounts to be paid at this meeting	\$ <u>56,525.18</u>
Total	\$ 99,959.83

# Condensed Board Summary Report

TR-1

Fund: 10 GENERAL FUND

From 07/01/2018 To 05/31/2019

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 REGULAR PROGRAMS	12,735,474.38	10,336,980.82	10,336,980.82	81.34	22,940.42	2,375,553.14
1190 FEDERAL PROGRAMS - REG	319,266.00	248,852.21	248,852.21	77.94	0.00	70,413.79
<b>1100 *TOTALS*</b>	<b>13,054,740.38</b>	<b>10,585,833.03</b>	<b>10,585,833.03</b>	<b>81.26</b>	<b>22,940.42</b>	<b>2,445,966.93</b>
1211 LIFE SKILLS SUP-1U	235,650.00	235,641.65	235,641.65	99.99	0.00	8.35
1221 HEAR IMPAIRED SUP SRVCS	11,570.00	11,569.45	11,569.45	99.99	0.00	0.55
1224 BLIND OR VISUALLY IMPAI	29,240.00	29,236.90	29,236.90	99.98	0.00	3.10
1225 SPEECH AND LANGUAGE	171,940.00	150,722.06	150,722.06	87.65	0.00	21,217.94
1231 EMOTIONAL SUPPORT	269,378.00	336,564.51	336,564.51	124.94	0.00	-67,186.51
1233 AUTISTIC SUPPORT	57,330.00	57,326.00	57,326.00	99.99	0.00	4.00
1241 LEARNING SUP-ELEMENTARY	1,922,305.00	1,399,830.93	1,399,830.93	72.82	0.00	522,474.07
1243 GIFTED SUPP/ELEM/SEC	17,400.00	13,554.36	13,554.36	77.89	0.00	3,845.64
1260 PHYS OCCUP SUP SRVCS	0.00	0.00	0.00	0.00	0.00	0.00
1271 MULTI-HANDICAPPED SUPP	152,660.00	152,660.00	152,660.00	100.00	0.00	0.00
1290 LEARNING SUPPORT	328,800.00	354,663.32	354,663.32	108.43	1,860.00	-27,723.32
<b>1200 *TOTALS*</b>	<b>3,196,273.00</b>	<b>2,741,769.18</b>	<b>2,741,769.18</b>	<b>85.83</b>	<b>1,860.00</b>	<b>452,643.82</b>
1390 OTHER VOC ED PROGRAMS	226,080.00	225,520.73	225,520.73	99.75	0.00	559.27
<b>1300 *TOTALS*</b>	<b>226,080.00</b>	<b>225,520.73</b>	<b>225,520.73</b>	<b>99.75</b>	<b>0.00</b>	<b>559.27</b>
1410 DRIVERS EDUCATION	28,850.00	16,217.94	16,217.94	56.21	0.00	12,632.06
1420 OTH INSTR PROG-SUMMER	14,200.00	6,436.79	6,436.79	45.32	0.00	7,763.21
1430 HOMEBOUND INSTRUCTION	9,700.00	11,218.83	11,218.83	115.65	0.00	-1,518.83
1441 ADJUDICATED/COURT PLACE	0.00	0.00	0.00	0.00	0.00	0.00
1442 ALTERNATIVE EDUCATION	104,000.00	84,303.14	84,303.14	81.06	0.00	19,696.86
<b>1400 *TOTALS*</b>	<b>156,750.00</b>	<b>118,176.70</b>	<b>118,176.70</b>	<b>75.39</b>	<b>0.00</b>	<b>38,573.30</b>
<b>Major Function - 1000's</b>	<b>16,633,843.38</b>	<b>13,671,299.64</b>	<b>13,671,299.64</b>	<b>82.33</b>	<b>24,800.42</b>	<b>2,937,743.32</b>
<b>1000's</b>						
2120 GUIDANCE SERVICES	728,475.00	574,590.45	574,590.45	78.87	28.99	153,855.56
2140 PSYCHOLOGICAL SERVICES	89,140.00	93,136.00	93,136.00	104.48	0.00	-3,996.00
2150 SPEECH & HEARING SVRS	7,315.00	6,947.64	6,947.64	94.97	0.00	367.36
<b>2100 *TOTALS*</b>	<b>824,930.00</b>	<b>674,674.09</b>	<b>674,674.09</b>	<b>81.78</b>	<b>28.99</b>	<b>150,226.92</b>
2240 COMPUTER ASSISTED SVRS	462,843.27	500,512.06	500,512.06	135.71	127,654.88	-165,323.67
2250 SCHOOL LIBRARY SERVICES	461,181.38	345,243.14	345,243.14	75.21	1,626.93	114,311.31
2260 CURRICULUM	50,500.00	9,657.35	9,657.35	19.12	0.00	40,842.65
2261 SPECIAL EDUCATION	204,740.00	193,967.56	193,967.56	94.75	41.65	10,730.79
2270 STAFF DEVELOPMENT	34,400.00	4,495.03	4,495.03	16.47	1,174.00	28,730.97

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2018 To 05/31/2019

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2271	STAFF DEVELOPMENT-CERT	10,000.00	12,456.40	12,456.40	177.41	5,285.00	-7,741.40
<b>2200</b>	<b>*TOTALS*</b>	<b>1,223,664.65</b>	<b>1,066,331.54</b>	<b>1,066,331.54</b>	<b>98.23</b>	<b>135,782.46</b>	<b>21,550.65</b>
2310	BOARD SERVICES	29,200.00	13,477.29	13,477.29	46.15	0.00	15,722.71
2330	TX ASSES & COLLECT SRVC	107,500.00	78,657.19	78,657.19	73.16	0.00	28,842.81
2350	LEGAL & ACCT SVR	46,000.00	109,150.89	109,150.89	237.28	0.00	-63,150.89
2360	OFFICE SUPERINTDNF SVCS	306,808.00	271,991.98	271,991.98	88.89	745.98	34,070.04
2360	OFFICE PRINCIPAL SVCS	1,084,221.00	962,805.55	962,805.55	88.81	107.99	121,307.46
<b>2300</b>	<b>*TOTALS*</b>	<b>1,573,729.00</b>	<b>1,436,082.90</b>	<b>1,436,082.90</b>	<b>91.30</b>	<b>853.97</b>	<b>136,792.13</b>
2420	MEDICAL SERVICES	73,070.00	67,068.80	67,068.80	91.78	0.00	6,001.20
2440	NURSING SERVICES	326,445.00	277,251.95	277,251.95	84.95	90.00	49,103.05
<b>2400</b>	<b>*TOTALS*</b>	<b>399,515.00</b>	<b>344,320.75</b>	<b>344,320.75</b>	<b>86.20</b>	<b>90.00</b>	<b>55,104.25</b>
2500	BUSINESS OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
2511	SUPRV OF FISCAL SVRS	148,457.00	135,969.65	135,969.65	91.58	0.00	12,487.35
2519	OTHER FISCAL SERVICES	236,820.00	211,664.92	211,664.92	89.37	0.00	25,155.08
2540	PRINTING & PUBL SVRS	0.00	0.00	0.00	0.00	0.00	0.00
2590	OTH SUPP SVCS-BUSINESS	49,525.00	32,955.35	32,955.35	66.61	36.33	16,533.32
<b>2500</b>	<b>*TOTALS*</b>	<b>434,802.00</b>	<b>380,589.92</b>	<b>380,589.92</b>	<b>87.54</b>	<b>36.33</b>	<b>54,175.75</b>
2611	SUPV OF OP & MAINT SVRS	113,954.00	98,661.24	98,661.24	86.57	0.00	15,292.76
2619	SUPV OF OP & MAINT-OTHR	79,353.00	65,255.49	65,255.49	82.23	0.00	14,097.51
2620	OPER OF BLDG SVCS	1,903,155.00	1,664,657.85	1,664,657.85	88.83	26,040.14	212,457.01
2630	CARE & UPKEEP OF GROUND	136,642.00	117,471.36	117,471.36	85.97	0.00	19,170.64
2660	BUILDING SECURITY GUARD	133,630.00	103,078.35	103,078.35	77.13	0.00	30,551.65
<b>2600</b>	<b>*TOTALS*</b>	<b>2,366,734.00</b>	<b>2,049,124.29</b>	<b>2,049,124.29</b>	<b>87.68</b>	<b>26,040.14</b>	<b>291,569.57</b>
2700	STUDENT TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
2720	VEHICLE OPERATION SVCS	824,850.00	945,599.53	945,599.53	114.73	780.00	-121,529.53
2730	MONITORING SERVICES	81,260.00	78,730.33	78,730.33	96.88	0.00	2,529.67
2750	NONPUBLIC TRANSPORTATN	20,000.00	0.00	0.00	0.00	0.00	20,000.00
<b>2700</b>	<b>*TOTALS*</b>	<b>926,110.00</b>	<b>1,024,329.86</b>	<b>1,024,329.86</b>	<b>110.68</b>	<b>780.00</b>	<b>-98,999.86</b>
<b>Major Function - 2000's</b>		<b>7,749,484.65</b>	<b>6,975,453.35</b>	<b>6,975,453.35</b>	<b>92.12</b>	<b>163,611.89</b>	<b>610,419.41</b>
<b>3000's</b>							
3210	STUDENT ACTIVITIES	89,501.97	84,829.24	84,829.24	102.96	7,323.22	-2,650.49
3250	SCHL SPONSORED ATHLETICS	547,375.00	456,964.85	456,964.85	84.97	8,180.90	82,229.25
<b>3200</b>	<b>*TOTALS*</b>	<b>636,876.97</b>	<b>541,794.09</b>	<b>541,794.09</b>	<b>87.50</b>	<b>15,504.12</b>	<b>79,578.76</b>
3310	COMMUNITY RECREATION	0.00	0.00	0.00	0.00	0.00	0.00

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3300	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 3000's		636,876.97	541,794.09	541,794.09	87.50	15,504.12	79,578.76
4000's							
4600	EXISTING BLDG. IMPROVE	0.00	208,067.26	208,067.26	0.00	32,147.54	-240,214.80
4600	*TOTALS*	0.00	208,067.26	208,067.26	0.00	32,147.54	-240,214.80
Major Function - 4000's		0.00	208,067.26	208,067.26	0.00	32,147.54	-240,214.80
5000's							
5110	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
5130	REFUND OF PRIOR YEAR RE	0.00	0.00	0.00	0.00	0.00	0.00
5100	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
5220	TRANS TO SPEC REV FUND	0.00	0.00	0.00	0.00	0.00	0.00
5230	TRANS TO CAP RESERVE FD	0.00	0.00	0.00	0.00	0.00	0.00
5240	TRANSFER TO DEBT SER	3,576,760.00	3,575,844.56	3,575,844.56	99.97	0.00	915.44
5251	TRANSFER TO FOOD SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
5280	TRANSFER TO ACTIVITY FD	5,000.00	0.00	0.00	0.00	0.00	5,000.00
5200	*TOTALS*	3,581,760.00	3,575,844.56	3,575,844.56	99.83	0.00	5,915.44
5520	EXTRAORDINARY ITEMS-LOS	0.00	6,574.21	6,574.21	0.00	0.00	-6,574.21
5500	*TOTALS*	0.00	6,574.21	6,574.21	0.00	0.00	-6,574.21
5900	BUDGETARY RESERVE	395,265.00	0.00	0.00	0.00	0.00	395,265.00
5900	*TOTALS*	395,265.00	0.00	0.00	0.00	0.00	395,265.00
Major Function - 5000's		3,977,025.00	3,582,418.77	3,582,418.77	90.07	0.00	394,606.23
EXPENDITURE Totals		28,997,230.00	24,979,033.11	24,979,033.11	86.95	236,063.97	3,782,132.92

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2018 To 05/31/2019

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<b>6000's</b>							
6111	CURRENT REAL ESTATE TX	-11,499,970.00	-11,530,841.66	-11,530,841.66	100.26	0.00	30,871.66
6112	INTERIM REAL ESTATE TAX	-30,000.00	-18,278.18	-18,278.18	60.92	0.00	-11,721.82
6113	PUBLIC UTIL REALTY TX	-15,000.00	-15,260.27	-15,260.27	101.73	0.00	260.27
6114	PAYMENTS LG OF CURR TX	-45,000.00	-45,447.25	-45,447.25	100.99	0.00	447.25
6120	CUR PER CAP TX SEC 679	0.00	0.00	0.00	0.00	0.00	0.00
6141	CUR 511 PER CAPITA TX	0.00	0.00	0.00	0.00	0.00	0.00
6151	CUR 511 EARN INCOME TX	-3,475,000.00	-2,987,729.25	-2,987,729.25	85.97	0.00	-487,270.75
6153	CUR 511 RL EST TRANS TX	-200,000.00	-163,363.57	-163,363.57	81.68	0.00	-36,636.43
<b>6100</b>	<b>*TOTALS*</b>	<b>-15,264,970.00</b>	<b>-14,760,920.18</b>	<b>-14,760,920.18</b>	<b>96.69</b>	<b>0.00</b>	<b>-504,049.82</b>
6411	DELINQ REAL ESTATE TAX	-470,000.00	-361,192.08	-361,192.08	76.84	0.00	-108,807.92
6420	DELINQ PER CAPITA 679	0.00	-22.00	-22.00	0.00	0.00	22.00
6441	DELINQ PER CAP ACT 511	0.00	-22.00	-22.00	0.00	0.00	22.00
6452	DELINQUENT OCCUPAT TAX	0.00	0.00	0.00	0.00	0.00	0.00
<b>6400</b>	<b>*TOTALS*</b>	<b>-470,000.00</b>	<b>-361,236.08</b>	<b>-361,236.08</b>	<b>76.85</b>	<b>0.00</b>	<b>-108,763.92</b>
6510	INTEREST	-20,000.00	-187,929.92	-187,929.92	939.64	0.00	167,929.92
6520	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>6500</b>	<b>*TOTALS*</b>	<b>-20,000.00</b>	<b>-187,929.92</b>	<b>-187,929.92</b>	<b>939.64</b>	<b>0.00</b>	<b>167,929.92</b>
6710	ADMISSIONS	-48,000.00	-61,498.00	-61,498.00	128.12	0.00	13,498.00
6740	PARTICIPATION FEE	-6,800.00	-11,565.00	-11,565.00	170.07	0.00	4,765.00
6790	SCOREBOARD ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
<b>6700</b>	<b>*TOTALS*</b>	<b>-54,800.00</b>	<b>-73,063.00</b>	<b>-73,063.00</b>	<b>133.32</b>	<b>0.00</b>	<b>18,263.00</b>
6820	REV IUS-COMMITH FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
6821	STATE REV RECD OTHER	0.00	0.00	0.00	0.00	0.00	0.00
6831	FED REV FROM OTHER PUBS	0.00	0.00	0.00	0.00	0.00	0.00
6832	FED IDEA REVENUE	-300,430.00	-291,500.00	-291,500.00	97.02	0.00	-8,930.00
<b>6800</b>	<b>*TOTALS*</b>	<b>-300,430.00</b>	<b>-291,500.00</b>	<b>-291,500.00</b>	<b>97.02</b>	<b>0.00</b>	<b>-8,930.00</b>
6910	RENTALS	-3,000.00	-1,642.72	-1,642.72	54.75	0.00	-1,357.28
6920	DONATION FROM PRIVATE	0.00	-5,829.98	-5,829.98	0.00	210.54	5,619.44
6941	REG DAY SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	-7,000.00	200.00	200.00	-2.85	0.00	-7,200.00
6944	TUITION FROM OTHER LEA	-45,000.00	0.00	0.00	0.00	0.00	-45,000.00
6949	DRIVER'S EDUCATION	-24,000.00	-18,580.00	-18,580.00	77.41	0.00	-5,420.00
6980	COMMUNITY SERV ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00
6991	REFUND PRIOR YR EXP	0.00	-43,540.99	-43,540.99	0.00	0.00	43,540.99
6992	ENERGY EFFICIENCY REV	0.00	-39.57	-39.57	0.00	0.00	39.57
6999	ALL OTHER INCOME	-20,000.00	-10,044.84	-10,044.84	50.22	0.00	-9,955.16

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<b>6900 *TOTALS*</b>	-99,000.00	-79,478.10	-79,478.10	80.06	210.54	-19,732.44
<b>Major Function - 6000's</b>	-16,209,200.00	-15,754,127.28	-15,754,127.28	97.19	210.54	-455,283.26
<b>7000's</b>						
7110 BASIC INSTRUCTNL SUBSI	-7,036,992.00	-7,036,399.70	-7,036,399.70	99.99	0.00	-592.30
7160 SEC 1305 & 1306	0.00	0.00	0.00	0.00	0.00	0.00
<b>7100 *TOTALS*</b>	-7,036,992.00	-7,036,399.70	-7,036,399.70	99.99	0.00	-592.30
7220 VOCATIONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7271 SP ED EXTRAORD COSTS	-1,276,771.00	-1,268,860.00	-1,268,860.00	99.38	0.00	-7,911.00
<b>7200 *TOTALS*</b>	-1,276,771.00	-1,268,860.00	-1,268,860.00	99.38	0.00	-7,911.00
7310 TRANS (REGULAR&ADDIT)	-429,000.00	-418,548.29	-418,548.29	97.56	0.00	-10,451.71
7320 RENT & SINKING FUND PAY	-555,000.00	0.00	0.00	0.00	0.00	-555,000.00
7330 MED & DENTAL SERVICES	-35,000.00	0.00	0.00	0.00	0.00	-35,000.00
7340 PROPERTY TAX REDUCTION	-512,032.00	-512,032.41	-512,032.41	100.00	0.00	0.41
7360 SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361 SAFE SCHOOL	0.00	912.00	912.00	0.00	0.00	-912.00
<b>7300 *TOTALS*</b>	-1,531,032.00	-929,668.70	-929,668.70	60.72	0.00	-601,363.30
7501 ACCOUNTABILITY GRANT	-264,755.00	0.00	0.00	0.00	0.00	-264,755.00
7505 READY TO LEARN GRANT	0.00	-264,755.00	-264,755.00	0.00	0.00	264,755.00
<b>7500 *TOTALS*</b>	-264,755.00	-264,755.00	-264,755.00	100.00	0.00	0.00
7810 SOCIAL SECURITY REIMB	-447,250.00	-258,915.02	-258,915.02	57.89	0.00	-188,334.98
7820 RETIREMENT REIMBURSE	-1,921,400.00	-839,392.73	-839,392.73	43.68	0.00	-1,082,007.27
<b>7800 *TOTALS*</b>	-2,368,650.00	-1,098,307.75	-1,098,307.75	46.36	0.00	-1,270,342.25
<b>Major Function - 7000's</b>	-12,478,200.00	-10,597,991.15	-10,597,991.15	84.93	0.00	-1,880,208.85
<b>8000's</b>						
8514 TITLE I	-245,180.00	-196,495.74	-196,495.74	80.14	0.00	-48,684.26
8515 TITLE II	-64,650.00	-61,664.00	-61,664.00	95.38	0.00	-2,986.00
8517 TITLE IV - DRUG FREE SC	0.00	-13,815.23	-13,815.23	0.00	0.00	13,815.23
<b>8500 *TOTALS*</b>	-309,830.00	-271,974.97	-271,974.97	87.78	0.00	-37,855.03
8810 PA ACCESS FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
8820 MED ASSI TRANS COST	0.00	-951.78	-951.78	0.00	0.00	951.78
<b>8800 *TOTALS*</b>	0.00	-951.78	-951.78	0.00	0.00	951.78
<b>Major Function - 8000's</b>	-309,830.00	-272,926.75	-272,926.75	88.08	0.00	-36,903.25

# Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2018 To 05/31/2019

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
9000's						
9200 PROCEED EXT TERM LEASE	0.00	0.00	0.00	0.00	0.00	0.00
9200 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
9310 GENERAL FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
9340 DEBT SERVICE FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00
9380 ACTIVITY FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
9300 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
9400 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
9400 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 9000's	0.00	0.00	0.00	0.00	0.00	0.00

REVENUE Totals	-28,997,230.00	-26,625,045.18	-26,625,045.18	91.81	210.54	-2,372,395.36
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# Condensed Board Summary Report

Fund: 50 CAFETERIA  
From 07/01/2018 To 05/31/2019

TR-2

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	0.00	753,983.39	753,983.39	0.00	900.00	-754,883.39
3100 *TOTALS*	0.00	753,983.39	753,983.39	0.00	900.00	-754,883.39
Major Function - 3000's	0.00	753,983.39	753,983.39	0.00	900.00	-754,883.39
EXPENDITURE Totals	0.00	753,983.39	753,983.39	0.00	900.00	-754,883.39

# Condensed Board Summary Report

Fund: 50 CAFETERIA  
From 07/01/2018 To 05/31/2019

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	0.00	0.00	0.00	0.00	0.00	0.00
<b>6500 *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>
6611 DLY SLS SCH LUNCH PROG	0.00	-302,963.15	-302,963.15	0.00	0.00	302,963.15
6612 SCHL BREAKFAST PROGRAM	0.00	-12,289.70	-12,289.70	0.00	0.00	12,289.70
6621 STUDENT A LA CARTE-LUNH	0.00	-159,294.40	-159,294.40	0.00	0.00	159,294.40
6622 ADULT SALES	0.00	-14,676.40	-14,676.40	0.00	0.00	14,676.40
6623 STUDENT A LA CARTE-BREK	0.00	-4,576.70	-4,576.70	0.00	0.00	4,576.70
<b>6600 *TOTALS*</b>	<b>0.00</b>	<b>-493,800.35</b>	<b>-493,800.35</b>	<b>0.00</b>	<b>0.00</b>	<b>493,800.35</b>
6999 ALL OTHER INCOME	0.00	-2,963.26	-2,963.26	0.00	0.00	2,963.26
<b>6900 *TOTALS*</b>	<b>0.00</b>	<b>-2,963.26</b>	<b>-2,963.26</b>	<b>0.00</b>	<b>0.00</b>	<b>2,963.26</b>
<b>Major Function - 6000's</b>	<b>0.00</b>	<b>-496,763.61</b>	<b>-496,763.61</b>	<b>0.00</b>	<b>0.00</b>	<b>496,763.61</b>
<b>7000's</b>						
7600 SUBSI MLK, LUN, BRK PROG	0.00	-23,797.46	-23,797.46	0.00	0.00	23,797.46
<b>7600 *TOTALS*</b>	<b>0.00</b>	<b>-23,797.46</b>	<b>-23,797.46</b>	<b>0.00</b>	<b>0.00</b>	<b>23,797.46</b>
7810 SOCIAL SECURITY REIMB	0.00	0.00	0.00	0.00	0.00	0.00
7820 RETIREMENT REIMBURSE	0.00	0.00	0.00	0.00	0.00	0.00
<b>7800 *TOTALS*</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Major Function - 7000's</b>	<b>0.00</b>	<b>-23,797.46</b>	<b>-23,797.46</b>	<b>0.00</b>	<b>0.00</b>	<b>23,797.46</b>
<b>8000's</b>						
8531 SUBSI MLK, LUN, BRK PROGS	0.00	-322,462.45	-322,462.45	0.00	0.00	322,462.45
8533 VALUE DONATED COMMODITI	0.00	0.00	0.00	0.00	0.00	0.00
<b>8500 *TOTALS*</b>	<b>0.00</b>	<b>-322,462.45</b>	<b>-322,462.45</b>	<b>0.00</b>	<b>0.00</b>	<b>322,462.45</b>
<b>Major Function - 8000's</b>	<b>0.00</b>	<b>-322,462.45</b>	<b>-322,462.45</b>	<b>0.00</b>	<b>0.00</b>	<b>322,462.45</b>
<b>9000's</b>						
9310 GENERAL FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
9330 CAPITAL PROJ FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00
<b>9300 *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>
9400 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
<b>9400 *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: 50 CAFETERIA  
From 07/01/2018 To 05/31/2019

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
<b>REVENUE Totals</b>	<b>0.00</b>	<b>-843,023.52</b>	<b>-843,023.52</b>	<b>0.00</b>	<b>0.00</b>	<b>843,023.52</b>

# Condensed Board Summary Report

Fund: 39 CAPITAL

From 07/01/2018 To 05/31/2019

TR-3

fabrdcon

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
<b>2000's</b>						
2250 SCHOOL LIBRARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
<b>2200 *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>
2350 LEGAL & ACCT SVR	0.00	0.00	0.00	0.00	0.00	0.00
2390 OTHER ADMINISTRATIVE SE	0.00	0.00	0.00	0.00	0.00	0.00
<b>2300 *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>
2500 BUSINESS OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
<b>2500 *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>
2620 OPER OF BLDG SVCS	0.00	8,965.00	8,965.00	0.00	0.00	-8,965.00
<b>2600 *TOTALS*</b>	<b>0.00</b>	<b>8,965.00</b>	<b>8,965.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-8,965.00</b>
<b>Major Function - 2000's</b>	<b>0.00</b>	<b>8,965.00</b>	<b>8,965.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-8,965.00</b>
<b>4000's</b>						
4300 ARCH & ENGINEER ORG/ADD	0.00	13,270.98	13,270.98	0.00	0.00	-13,270.98
<b>4300 *TOTALS*</b>	<b>0.00</b>	<b>13,270.98</b>	<b>13,270.98</b>	<b>0.00</b>	<b>0.00</b>	<b>-13,270.98</b>
4400 A,E & ES DEV SVCS-REPL	0.00	0.00	0.00	0.00	0.00	0.00
<b>4400 *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>
4600 EXISTING BLDG. IMPROVE	0.00	133,311.58	133,311.58	0.00	0.00	-133,311.58
<b>4600 *TOTALS*</b>	<b>0.00</b>	<b>133,311.58</b>	<b>133,311.58</b>	<b>0.00</b>	<b>0.00</b>	<b>-133,311.58</b>
<b>Major Function - 4000's</b>	<b>0.00</b>	<b>146,582.56</b>	<b>146,582.56</b>	<b>0.00</b>	<b>0.00</b>	<b>-146,582.56</b>
<b>5000's</b>						
5130 REFUND OF PRIOR YEAR RE	0.00	0.00	0.00	0.00	0.00	0.00
<b>5100 *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>
5230 TRANS TO CAP RESERVE FD	0.00	0.00	0.00	0.00	0.00	0.00
5251 TRANSFER TO FOOD SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
<b>5200 *TOTALS*</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Major Function - 5000's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>155,547.56</b>	<b>155,547.56</b>	<b>0.00</b>	<b>0.00</b>	<b>-155,547.56</b>

# Condensed Board Summary Report

Fund: 39 CAPITAL

From 07/01/2018 To 05/31/2019

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	0.00	-263.34	-263.34	0.00	0.00	263.34
<b>6500 *TOTALS*</b>	<b>0.00</b>	<b>-263.34</b>	<b>-263.34</b>	<b>0.00</b>	<b>0.00</b>	<b>263.34</b>
6999 ALL OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00
<b>6900 *TOTALS*</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Major Function - 6000's</b>	<b>0.00</b>	<b>-263.34</b>	<b>-263.34</b>	<b>0.00</b>	<b>0.00</b>	<b>263.34</b>
<b>9000's</b>						
9110 FACE VALUE BONDS ISSUED	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 *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>
9290 OTH EXT TERM FINANCING	0.00	0.00	0.00	0.00	0.00	0.00
<b>9200 *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>
9330 CAPITAL PROJ FUND TRANS	0.00	-263,010.58	-263,010.58	0.00	0.00	263,010.58
9340 DEBT SERVICE FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00
<b>9300 *TOTALS*</b>	<b>0.00</b>	<b>-263,010.58</b>	<b>-263,010.58</b>	<b>0.00</b>	<b>0.00</b>	<b>263,010.58</b>
<b>Major Function - 9000's</b>	<b>0.00</b>	<b>-263,010.58</b>	<b>-263,010.58</b>	<b>0.00</b>	<b>0.00</b>	<b>263,010.58</b>
<b>REVENUE Totals</b>	<b>0.00</b>	<b>-263,273.92</b>	<b>-263,273.92</b>	<b>0.00</b>	<b>0.00</b>	<b>263,273.92</b>

# Fund Accounting Check Summary

MASD - From 05/01/2019 To 06/11/2019

PB-1

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056691	ACHIEVEMENT HOUSE CHARTER SCH	TUITION CHARTER SCHOOL		2,588.98
00056692	PAUL BERNOR	PROF-TECH SRVCS		62.00
00056693	COMMONWEALTH CHARTER ACADEMY	TUITION CHARTER SCHOOL		20,701.46
00056694	ROBERT J. DUNNE, SR.	PROF-TECH SRVCS		72.00
00056695	ELITE EDUCATIONAL AND THERAPEUTIC	PROF-TECH SRVCS		4,000.00
00056696	FEDEX	REPAIRS/MAINT. EQUIP.		59.23
00056697	FRANK P. GARDINER	PROF-TECH SRVCS		62.00
00056698	LINCOLN LEARNING SOLUTIONS	TUITION - OTHER		120.00
00056699	MARK F. MARINUCCI	PROF-TECH SRVCS		144.00
00056700	MONTOURSVILLE AREA SCHOOL DIST	SUPPLIES		1,000.00
00056701	CHRIS PFAFF	PROF-TECH SRVCS		82.00
00056702	MICHAEL S. RENDOS	PROF-TECH SRVCS		77.00
00056703	RAYMOND R. RIPKA	PROF-TECH SRVCS		77.00
00056704	BEN RUBERT	PROF-TECH SRVCS		62.00
00056705	ROBERT M SIDES INC	SUPPLIES	REPAIRS/MAINT. EQUIP.	116.00
00056706	WEIS MARKETS INC	SUPPLIES		366.34
00056707	WELD TEC SERVICE & SALES	SUPPLIES		51.00
00056708	RICK ZIMMERMAN	PROF-TECH SRVCS		72.00
00056709	CAFETERIA ACCOUNT	BAD DEBT SENT TO COLLECTION		366.35
00056710	BLAST INTERMEDIATE UNIT 17	COMMUNICATIONS		20,335.20
00056711	TOBY HOUTZ	PROF-TECH SRVCS		82.00
00056712	ALBERT JONES	PROF-TECH SRVCS		82.00
00056713	NEOFUNDS	COMMUNICATIONS		2,013.00
00056714	REACH CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL		12,080.15
00056715	TINA STUGART	CONTRACTED CARRIERS		696.00
00056716	SUNOCO LLC	OIL		31,581.54
00056717	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT		2,024.25
00056718	L.L. WALLEN CONSTRUCTION INC.	REPAIRS & MAINT.		15,475.00
00056719	WILMINGTON TRUST FEE COLLECTIONS	DUES & FEES		780.00
00056720	MICHAEL A CILLO	TRAVEL		570.00
00056721	SHIPPENSBURG UNIVERSITY	TRAVEL		2,430.00
00056722	1000BULBS.COM	SUPPLIES		1,933.02
00056723	ADVANCE AUTO PARTS	SUPPLIES		23.94
00056724	DANIEL J. AYERS	PROF-TECH SRVCS		72.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check    P - Prenote    d - Direct Deposit    C - Credit Card Payment

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MONTOURSVILLE AREA SCHOOL DIST

# Fund Accounting Check Summary

MASD - From 05/01/2019 To 06/11/2019

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056725	PATRICK S. CASSIDY	PROF-TECH SRVCS		82.00
00056726	EHRlich CO., INC.	EXTERMINATION SERVICES		267.00
00056727	FRANK P. GARDINER	PROF-TECH SRVCS		40.00
00056728	LIFESAVERS, INC.	EQUIP ORI & ADDITIONAL		43.50
00056729	GREGORY ALAN O'DELL	PROF-TECH SRVCS		82.00
00056730	PPL ELECTRIC UTILITIES	ELECTRICITY		54.57
00056731	SUSQUEHANNA FIRE EQUIPMENT COMPANY	REPAIRS & MAINT		250.00
00056732	UGI NORTH	NATURAL GAS - HEAT		3,040.58
00056733	UPMC	PROF-TECH SRVCS		2,781.81
00056734	VERIZON WIRELESS	COMMUNICATIONS		602.70
00056735	EVELYN WYNN	SUPPLIES		238.62
00056736	MIKE ZIMMERMAN	PROF-TECH SRVCS		82.00
00056737	RICK ZIMMERMAN	PROF-TECH SRVCS		72.00
00056738	ERIN COMLY	TRAVEL		25.98
00056739	JESSICA REICH	TRAVEL		56.67
00056740	LAUREL WALKER	TRAVEL		25.98
00056741	WEX BANK	GASOLINE		635.26
00056742	ADAM WRIGHT	TRAVEL		600.00
00056743	CAROL HETLER	HSA HETLER ER CONTRIBUTION PAYOUT		41.03
00056744	CITIZENS & NORTHERN BANK	FUND TRANSFERS		231,990.05
00056745	FULTON BANK	FUND TRANSFERS		126,750.00
00056746	JEAN SERVICES	CONTRACTED CARRIERS		12,884.52
00056747	KOSER BUSING	CONTRACTED CARRIERS		58,615.41
00056748	PROMISED LAND BUSING, INC	CONTRACTED CARRIERS		43,051.40
00056749	RONDA ALBERT	TRAVEL	OTH PRCH PROF&TECH SVCS	95.12
00056750	AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	SUPPLIES		264.00
00056751	BEST LINE EQUIPMENT	REPAIRS, VEHICLES		43.61
00056752	JOSH COCHRAN	DISPOSAL SERVICES		15.00
00056753	COMMONWEALTH OF PA	DUES & FEES		17.00
00056754	COMMONWEALTH OF PA	DUES & FEES		185.00
00056755	TARA CREBS	SUPPLIES		115.68
00056756	CENTRAL SUSQUEHANNA REGION SCHOOL EMPLOYEES	LIFE INSURANCE		1,049.68
00056757	ALYCIA L. DONAHUE	BOOKS & PERIODICALS		320.00
00056758	ECONOMY AUTO PARTS	REPAIRS, VEHICLES		96.53
00056759	FILTECH INC.	SUPPLIES		65.21
00056760	FRONTIER	COMMUNICATIONS		870.70

\* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

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# - Payables within Check

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MONTOURSVILLE AREA SCHOOL DIST

# Fund Accounting Check Summary

MASD - From 05/01/2019 To 06/11/2019

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00056761	KRISTA WISE	TUITION REIMBURSEMENT		1,535.00
00056762	LIFESAVERS, INC.	SUPPLIES		43.50
00056763	LYCOMING COUNTY UNITED WAY	UNITED FUND		364.50
00056764	MONTOURSVILLE AREA EDUCATION	UNION DUES		9,376.28
00056765	MONTOURSVILLE AREA EDUCATIONAL	UNION DUES		654.74
00056766	MARCO TECHNOLOGIES	REPAIRS/MAINT. EQUIP.		1,998.54
00056767	R.E. MICHAEL COMPANY INC.	SUPPLIES		300.16
00056768	PA VIRTUAL CHARTER SCHOOL	TUITION CHARTER SCHOOL		3,451.10
00056769	PPL ELECTRIC UTILITIES	ELECTRICITY		66.36
00056770	TEACHERS SYNERGY, LLC	SUPPLIES		113.40
00056771	LAUREL WALKER	TRAVEL		77.94
00056772	WASHINGTON NATIONAL INSURANCE	CANCER INSURANCE		365.40
00056773	JEAN SERVICES	CONTRACTED CARRIERS		1,267.86
00056774	KOSER BUSING	CONTRACTED CARRIERS		8,373.63
00056775	21ST CENTURY CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL		1,724.26
00056776	ACT-1 SPECIALTIES	SUPPLIES		24.00
00056777	BUCKS COUNTY I.U. #22	TUITION OTHER LEA/STATE		478.50
00056778	ECK'S GARAGE INC	REPAIRS, VEHICLES		159.51
00056779	GROVE CITY AREA SCHOOL DISTRICT	TUITION OTHER LEA/STATE		2,409.80
00056780	INFOCON CORPORATION	PROF-TECH SRVCS		238.22
00056781	JUSTICE WORKS YOUTHCARE	TUITION OTHER LEA/STATE		8,599.50
00056782	KEYSTONE NATURAL TURF	REPAIRS & MAINT		3,878.00
00056783	KEYSTONE ADVERTISING SPECIALTIES	SUPPLIES		50.00
00056784	LEVIN LEGAL GROUP, P.C.	PROF-TECH SRVCS		338.00
00056785	MCNERNEY, PAGE, VANDERLIN & HALL	PROF-TECH SRVCS		2,001.65
00056786	UNIVERSAL COMMUNITY BH	TUITION OTHER LEA/STATE		2,015.00
00056787	MFAC, LLC	EQUIP ORI & ADDITIONAL		654.15
00056788	ELERY W NAU INC	SUPPLIES		38.82
00056789	OTTER GRAPHICS INC.	SUPPLIES		29.00
00056790	P2L ELECTRIC UTILITIES	ELECTRICITY		15,250.83
00056791	PPL ELECTRIC UTILITIES	ELECTRICITY		6,526.64
00056792	QUILL CORP	SUPPLIES		602.87
00056793	SWEET, STEVENS, KATZ &	PROF-TECH SRVCS		1,872.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check    P - Prenote    d - Direct Deposit    c - Credit Card Payment

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MONTOURSVILLE AREA SCHOOL DIST

Page 3





# Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2019 To 06/11/2019

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
*19000216	PAYROLL ACCOUNT	Net Pay.....		342,417.53
*19000217	TSA CONSULTING GROUP, INC.	Employee 403B Remittance.....		11,795.00
*19000218	PAYROLL ACCOUNT	NET PAY.....		333,277.74
*19000219	TSA CONSULTING GROUP, INC.	EMPLOYER 403B REMITTANCE.....		1,500.00
*19000220	MUNICIPAL & SCHOOL INCOME TAX OFFICE	MAY 2019 EIT REMITTANCE.....		23,735.17
*19000221	WILMINGTON TRUST FEE COLLECTIONS	2016 GOB PAYMENT.....		272,392.50
*19000222	LYCOMING CTY. INS. CONSORTIUM	MEDICAL PREMIUMS.....	RETIREE MEDICAL PREMIUMS.....	245,624.33
<b>10-GENERAL FUND</b>				
			<b>1,230,742.27</b>	
Grand Total Manual Checks :				1,230,742.27
Grand Total Regular Checks :				0.00
Grand Total Direct Deposits:				0.00
Grand Total Credit Card Payments:				0.00
Grand Total All Checks :				1,230,742.27

\* Denotes Non-Negotiable Transaction

# - Payables within Check      P - Prenote      d - Direct Deposit      C - Credit Card Payment

06/05/2019 05:06:20 PM      MONTOURSVILLE AREA SCHOOL DIST      Page 1

# Fund Accounting Check Summary

MUSD CAFETERIA - From 05/01/2019 To 06/11/2019

PB-2

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
08002908	GENERAL FUND	-MAY 2019 FOOD SERVICE WAGE.....		43,434.65
08002909	JUSTICE WORKS YOUTHCARE	FOOD.....		378.40
00002910	K & D FACTORY SERVICE INC	REPAIRS/MAINT. EQUIP.....		336.60
00002911	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		55,113.21
00002912	REFRIGERATION SERVICE CO	REPAIRS/MAINT. EQUIP.....		696.97
50-CAFETERIA				99,959.83
Grand Total Manual Checks :				0.00
Grand Total Regular Checks :				99,959.83
Grand Total Direct Deposits:				0.00
Grand Total Credit Card Payments:				0.00
Grand Total All Checks :				99,959.83

\* Denotes Non-Negotiable Transaction

P - Prenote

# - Payables within Check

c - Credit Card Payment

**Montoursville Area School District  
School Board Agenda  
June 11, 2019  
7:00 PM  
Montoursville Area High School**

**General:**

- G-1 Recommend the nomination and election of Jennifer Marriott as Treasurer for the 2019-2020 school year.
- G-2 Approval of the appointment of President Scott Konkle and School Board Secretary Brandy Smith as voting delegates for the 2019-2020 PSBA Delegate Assembly Meeting. (Attachment)
- G-3 Approval of no increase to the 2019-2020 school lunch prices as required under the "Equity in School Lunch Pricing" provisions (Section 205) of the Hunger Free Kids Act.

<b>Rates:</b>	<b>Lunch Prices</b>
Elementary Schools	\$2.60
Middle School	\$2.75
High School	\$2.75

- G-4 Approval of an agreement between BLaST Intermediate Unit #17 and Montoursville Area School District for shared Special Education Services for the 2019-2020 school year. (Attachment)
- G-5 Approval of an agreement between BLaST Intermediate Unit #17 and Montoursville Area School District for the 2019-2020 IDEA. (Attachment)
- G-6 Approval of an agreement between Central Susquehanna IU #16 and the Montoursville Area School District for Student Information Software for the 2019-2020 school year. (Attachment)
- G-7 Approval of an agreement between Pennsylvania College of Technology Nursing Program and Montoursville Area School District. (Attachment)
- G-8 Approval of an agreement between The Meadows and Montoursville Area School District. (Attachment)
- G-9 Approval of a request from Mark Boyer, Community Baptist Church, to use Montoursville Area High School Memorial Stadium and track, July 23, 2019, 8:00 AM to 1:00 PM. (Attachment)
- G-10 Approval to add the Stem Coordinator job description. (Attachment)
- G-11 Approval for the following Crisis Manual in order to become an Alice Certified School District. (Attachment)

**Personnel:**

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

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

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

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

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

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

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

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

**Transportation:**

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

T-2 Approval for James Campbell to provide student transportation for inter-district trips at a cost of \$100.00 per round trip. Field trips and extracurricular transportation will be calculated at a rate of \$3.30 per mile with a minimum of \$165.00 per trip. Trips lasting longer than four hours will incur an additional hourly rate of \$23.00 per hour. The contract will be in effect from August 1, 2019 to June 30, 2020.

## **Budget and Finance:**

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

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

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

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

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

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

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

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

- Commercial
- Umbrella
- School Leaders Liability

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

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

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

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

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

## ATTACHMENTS



TO: Board Secretary or Administrative Assistant (PSBA Member Entities)  
Other PSBA Member Entities

FROM: Nathan G. Mains  
Chief Executive Officer

SUBJECT: **Appointment of Voting Delegates for the  
PSBA Delegate Assembly**

DATE: May 3, 2019

The PSBA Delegate Assembly is our association-wide business meeting including platform and bylaws consideration, financial update, and leadership election results. Delegate Assembly will occur **Friday, October 18, 2019** in conjunction with the PASA-PSBA School Leadership Conference. This is an opportunity to have a voice in these important aspects of your professional association!

The governing body of your school entity may appoint voting delegate(s) who will represent your entity and vote on your behalf.

**Please make sure that the selection of voting delegate(s) is on the agenda at your board's next meeting so that you can return the enclosed certification form to PSBA no later than June 28, 2019.** Please be sure that each voting delegate, the board president and the board secretary sign the certification form. PSBA must have record of certification for your delegate(s) to participate!

Also attached to this memo is a timeline guide for the entire Delegate Assembly and association voting process so that your board can plan accordingly to participate.

PSBA will be in contact with delegates throughout the summer with information pertinent to the meeting in an effort to thoroughly prepare delegates for the Assembly. In September, PSBA will distribute the final materials necessary for your preparation and participation in the Assembly to the named delegate(s), the board president and the school board secretary.



### **Responsibilities:**

Voting delegates officially represent the entire school entity in the following ways:

1. Receive reports from the PSBA president, chief executive officer, and treasurer.
2. Receive the election results for PSBA leadership, including Governing Board officers, at-large representatives and Sectional Advisors.
3. Consider proposals recommended by the PSBA Platform Committee and adopt the legislative platform for the coming year.
4. Consider and act upon any proposed changes to the PSBA Bylaws.

### **Eligibility of Delegates**

Each PSBA-member entity is entitled to have at least one voting delegate at the meeting. **Only school directors, school board secretaries and members and secretaries of the governing body of other PSBA member entities are eligible to serve as delegates.** Assistant and recording secretaries, superintendents or other administrators are not eligible by virtue of such positions. The bylaws require that all school entities sending voting delegates must have paid their current year dues to the association. Under the Association's bylaws:

- First class school districts may appoint four delegates to the Assembly.
- Second class districts may appoint three delegates.
- Third class districts may appoint two delegates.
- Fourth class districts, intermediate units, career and technical education centers and other PSBA member entities may appoint one delegate.
- No representative may be appointed by or represent more than one member entity. For example, a delegate cannot represent or vote on behalf of both the board of a school district and the board of an intermediate unit.

### **Cost**

There is no registration fee to participate in the Delegate Assembly. An observation area will be open to any member who is not a voting delegate.

Please be aware that anyone who wishes to attend the PASA-PSBA School Leadership Conference (October 16-18, 2019) will need to register separately at the applicable rate.

If you have any questions about the Delegate Assembly or the appointment of delegates, please contact Sherri Houck by telephone at (717) 506-2450, ext. 3000; or via email at [sherri.houck@psba.org](mailto:sherri.houck@psba.org).

**PSBA 2019 DELEGATE ASSEMBLY  
CERTIFICATION OF VOTING DELEGATES**

The PSBA Bylaws authorize school districts of the **third class** to appoint **two voting delegates** to the 2019 Delegate Assembly, to be appointed by majority vote from among the members of the school district's governing body. This year's meeting of the Assembly will be held on Friday, Oct. 18, 2019 in conjunction with the PASA-PSBA School Leadership Conference.

**Board Secretaries are requested to complete this certification form and return it to PSBA by June 28, 2019. Please send to the attention of Sherri Houck, Pennsylvania School Boards Association, by mail at 400 Bent Creek Blvd. Mechanicsburg, PA 17050-1873, by fax at (717) 506-4716, or via email at sherri.houck@psba.org.**

Name of school district \_\_\_\_\_

Please check one:

\_\_\_\_\_ Our district **does NOT** intend to appoint Voting Delegates.

\_\_\_\_\_ I certify that the following school directors have been duly appointed as our Voting Delegates (no person may serve as the delegate of more than one school entity):

1. **Name:** \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Email address: \_\_\_\_\_

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

2. **Name:** \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Email address: \_\_\_\_\_

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

Name of board president: \_\_\_\_\_

Signature of board president: \_\_\_\_\_

Telephone & email of board president: \_\_\_\_\_

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

Name of board secretary: \_\_\_\_\_

Signature of board secretary: \_\_\_\_\_

Telephone & email of board secretary: \_\_\_\_\_

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

Updated  
5/8/2019



## Inter- Governmental Agreement for shared Special Education Services

This AGREEMENT is made this First day of July 2019, between Montoursville Area School District, Montoursville, Pa and BLaST, Intermediate Unit #17 of, Williamsport, Pennsylvania and Canton, Pennsylvania ("IU"). In consideration of the promises and covenants contained in this agreement and intending to be legally bound, the parties agree as follows:

### RESPONSIBILITIES OF THE IU

1. During the 2019-2020 school year, the IU shall provide and operate the programs and services enumerated in "Appendix A" attached hereto. For purposes of this agreement, the phrase "programs and services" shall mean the following:
  - a. Professional or paraprofessional staff in such numbers and with such certification, licensure, or training as is required to implement this agreement in accordance with all applicable provisions of state and federal law in effect on the above date.
  - b. Supervision, administration, classroom management, and evaluation of all professional and paraprofessional staff used to implement this agreement and other duties as described in the supervisor job description attached to this contract (Appendix B).
  - c. Administrative and clerical support services from departments or programs within the IU other than the Special Education Department, when required in the judgment of the IU for the effective and efficient implementation of this agreement.
  - d. Provision of criminal background information on all individuals for whom such information is required by Section III of the Public School Code of 1949, 24 P.S. § 1-111.
  
2. The IU shall ensure that the programs and services provided in accordance with paragraph 1 comply with all requirements of state and federal law in effect on the above date, to the extent that such compliance does not depend on the performance or actions of the District, the Commonwealth or federal governments, or any other individual or entity beyond the control of the IU. When compliance with the requirements of state or federal law, including the provision of a free appropriate public education, depends upon the performance,

actions, or cooperation of the District, the IU shall make every effort to advise the District accordingly.

3. On or before May 1, for each ensuing year that the parties renew this agreement, the IU shall establish and shall notify the District in writing of the unit cost of each program or service enumerated in or added to Appendix A for the ensuing year. The IU shall base the unit cost for a program or service on the actual cost that the IU estimates it will incur to provide the program or service in accordance with paragraph 1 during the term of this agreement, or any renewal year. These estimated unit costs shall be incorporated into Appendix A and shall thereby be incorporated into this agreement.
4. Reconciliations -- Immediately upon the cost of the term of this agreement and upon the conclusion of any renewal year thereafter, the IU shall calculate the total, actual costs that it incurred in the implementation of this agreement. The cost calculations shall be made by taking the total costs incurred in providing a particular program or service and dividing it by the total number of days or hours of service provided, then multiplying the resultant daily or hourly cost times the number of days or hours of use by the District. On or before November 1, the IU shall issue a statement containing the total thus calculated and the total payments received from the District in accordance with this agreement during the preceding year. If the amount expended is greater than the amounts received from the District, the statement shall include a bill for the difference. If the amount is less than the amounts received from the District, the statement shall so indicate, and the IU shall reimburse the difference to the District according to the process described in Section D.
5. For those programs or services provided to local school districts, the IU shall follow the school calendar and schedule adopted by the District in which the service(s) is/are provided.

#### **RESPONSIBILITY OF THE DISTRICT**

6. On or before April 1, the District shall identify those programs and services that the District wishes the IU to provide in accordance with this agreement.
7. The District shall pay the IU according to the schedule contained in Section D.
8. The District shall assure the following for programs or services included in this contract:
  - a. Furnished classrooms and other space comparable in size and consideration to classrooms with the District to which non-exceptional students are typically assigned and which are located in reasonable proximity to the regular ebb and flow of building activities, unless the

identified needs of the students assigned to the program or service require otherwise.

Allocation of classrooms and other instructional space is the responsibility of the various school districts participating in this agreement. Fair-share of space and/or compensation for their equal share is the responsibility of the participating school districts. Fair share allocations shall be determined no later than August 1, and not changed thereafter without written consent of all districts participating in this agreement.

- b. Compliance with all applicable provisions of the Asbestos Hazard Emergency Response Act of 1986 and its implementing regulations, including preparation and maintenance of a management plan covering the building.
- c. Compliance with accessibility and other applicable building standards under any state or federal law in effect on the above date, including but not limited to Section 504 of the Rehabilitation Act of 1973 and its implementing regulations, the Americans with Disabilities Act and its implementing regulations, the Pennsylvania Human Relations Act and its implementing regulations, and Act 166 of 1998.
- d. Assistance, cooperation, and participation of District staff in the development and implementation of adaptations and support services necessary to enable students assigned to the program or service to participate to the maximum extent possible in mainstream or integrated educational or extracurricular activities.
- e. The same regular education support and ancillary services as provided to non-exceptional students.
- f. Application of building or district discipline and student conduct policies in a manner consistent with state and federal laws applicable to exceptional students in effect on the above date.
- g. Curriculum development and provision of such in-service programs, training, and mentor programs to IU staff necessary to implement this agreement in accordance with state and federal law and the terms of any applicable labor agreements to which the IU is party.

### **COORDINATED RESPONSIBILITIES**

The District shall remain responsible for the multidisciplinary evaluation and reevaluation (MDE) and IEP development and revision processes for all exceptional or thought-to-be exceptional students who reside within the District. The IU shall make appropriate members of its staff available at reasonable times and locations for participation as needed in MDE's and IEP

Updated  
5/8/2019

planning conferences. Nothing in this paragraph, however, shall require the IU to make available any staff member not directly involved in the provision of programs or services in accordance with this agreement. The IU shall adhere to all recommendations of the IEP team to the extent that implementation of those recommendations is within the scope of the programs and services enumerated in this agreement. The District shall adhere to all recommendations of the IEP team that require the provision of programs, services, accommodations, or support not within the scope of the programs and services enumerated in this agreement.

### PAYMENT SCHEDULE

9. The District agrees to pay the IU a total of **\$1,202,582.08** the programs and services provided pursuant to this agreement in five (5) scheduled payments on or before the dates listed below.

1.	August 31, 2019	20%	<b>\$240,516.42</b>
2.	October 30, 2019	20%	<b>\$240,516.42</b>
3.	December 31, 2019	20%	<b>\$240,516.42</b>
4.	February 28, 2020	20%	<b>\$240,516.42</b>
5.	April 30, 2020	20%	<b>\$240,516.42</b>

Final reconciliation of actual costs shall be made on or before November 1 of the following year and subsequent billing if necessary.

### LIABILITY

10. The IU agrees to indemnify, defend, and hold harmless both the District and any director, officer, agent or employee of the District against all claims, damages, losses, or penalties that result either from the acts or omissions of the administrative, professional, paraprofessional, or support staff provided by the IU under the terms of this agreement or from the maintenance or operation of any equipment or vehicles provided or used by the IU under the terms of this agreement. The IU shall maintain sufficient liability insurance for this purpose.
11. The District agrees to indemnify, defend, and hold harmless both the IU and any director, officer, agent, or employees of the IU against all claims, damages, losses, or penalties that result either from the acts or omissions of the administrative, professional, paraprofessional or support staff of the District or from the maintenance, use, or operation of any real property, equipment, or vehicles. The District shall maintain sufficient liability insurance for this purpose.
12. None of the administrative, professional, paraprofessional, or support staff provided by the IU under the terms of this agreement shall be considered employees or agents of the District for any purpose, and none of the administrative, professional, paraprofessional, or support staff of the District shall

Updated  
5/8/2019

be considered employees or agents of the IU for any purpose. The IU agrees to indemnify, defend, and hold harmless the district against all claims, damages, losses, or penalties resulting from any determination, whether judicial, administrative or otherwise, that any of the foregoing staff members provided by the IU under the terms of this agreement is an employee or agent of the District. The District agrees to indemnify, defend, and hold harmless the IU against all claims, damages, losses, or penalties resulting from the determination, whether judicial, administrative or otherwise, that any of the foregoing staff members provided by the District under the terms of this agreement is an employee or agent of the IU.

13. This agreement is intended to and shall be construed as consistent with all applicable state and federal laws in effect on the above date. To the extent that the law is construed as inconsistent with the language of this agreement, the law shall supersede the language as the contractual expression of the parties' intent and may be enforced as such.
14. This agreement constitutes the entire agreement and understanding between the IU and the District concerning the programs and services to which it applies. It supersedes and repeals all prior or contemporaneous agreements and understanding, written or oral on this subject. Any modification to this agreement shall be in writing executed by the legal representatives of the parties.
15. While it is the intent of both parties to honor the provision of this agreement, both reserve the right to terminate the agreement due to any unforeseen actions by non-contract parties such as the Pennsylvania Department of Education. Such termination shall be effected in a manner that maintains the rights of students, parents and IU employees.

**BLaST Intermediate Unit #17**

BY: Brian R. Duvell ATTEST: Louie Luei

**Montoursville Area School District**

BY: \_\_\_\_\_ ATTEST: \_\_\_\_\_





RECEIVED

G-5

MAY 28 2019

2400 Reach Road  
PO Box 3609  
Williamsport, PA 17701  
570-323-8561 Fax: 570-323-1738

Williamsport Area School District  
Business Office

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

www.iu17.org

May 23, 2019

To: Business Manager  
From: Brian Driscoll  
RE: IDEA Agreement

Earlier this week, we received preliminary 2019-20 IDEA pass-through allocation amounts. Please find the attached contract reflecting this amount for your school district. Please sign and return to us prior to June 30, 2019.

As a reminder, IDEA pass-through funds are subject to procurement standards under Uniform Guidance (UG). To assist us in our required monitoring efforts, please indicate the procurement process that you anticipate utilizing while expending IDEA pass-through funds during 2019-20. Please return this form with your signed IDEA contract. Thank you for your assistance.

Please check all that apply:

- 1. Our school district plans to engage in a competitive RFP or formal bid process in order to procure goods/services that will be funded with federal IDEA funds.
- 2. Our school district plans to fund our own employees' salaries/benefits with federal IDEA funds and will track time/effort for these employees.
- 3. Our school district wishes to consider a sole source designation for BLAST IU 17 to provide eligible Special Education services to our school district as in-kind services funded with federal IDEA funds.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
School District

\_\_\_\_\_  
Date



*Department of Student Services*

**Williamsport, PA 17701  
570-323-8561**

**Canton, PA 17724  
570-673-6001**

**IDEA Agreement-Project # 062-19-0-017—CFDA #84.027**

*This Agreement* entered into this 1<sup>st</sup> day of July, 2019, by and between the Board of Education of *Bradford, Lycoming, Sullivan and Tioga (BLaST) Intermediate Unit #17*, hereinafter called (“BLaST”), and **Montoursville Area School District** hereinafter called (“School District”).

**Background**

BLaST, on the first day of July 1999, entered into a Contract with the Department of Education of the Commonwealth of Pennsylvania, hereinafter called (“Department”). BLaST agreed to furnish all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in the Grant Agreement and to comply with the terms and conditions of the Grant Agreement and the Department’s most current IDEA Application Guidelines, which contract, grant agreements, and guidelines are set forth as Exhibit 1 of this Agreement and are hereby incorporated by reference into this Agreement.

The Department has authorized BLaST to enter into an Agreement with the School District whereby the furnishing of all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in Grant Agreement and compliance with the terms and conditions of the Grant Agreement and the Department’s most current IDEA Application Guidelines set forth in Exhibit 1 will be the sole obligations of the School District and will no longer be a responsibility of BLaST. BLaST has determined that the estimated IDEA allocation for the School District is **\$315,891.61** as set forth in Exhibit 2 which is hereby incorporated by reference into this Agreement. The said funds must be used to supplement the provision of special educational and related services for eligible school age children as set forth in Exhibit 3 which is hereby incorporated by reference into this contract.

## Witnesseth

In Consideration of the mutual covenants, and intending to be legally bound, the parties hereto agree as follows:

1. BLaST hereby agrees to transfer the funds (estimated) set forth in Exhibit 2 to the School District to be administered in accordance with Exhibits 1 and 3 of this Agreement.
2. The School District agrees to accept the funds set forth in Exhibit 2 and to comply with the provisions set forth in Exhibits 1 and 3 of this Agreement.
3. The School District agrees and assumes sole responsibility for compliance with all of the terms and conditions set forth in Exhibits 1 and 3 of this Agreement. Upon the execution of this Agreement, the School District consents to a delegation of all duties and responsibilities imposed upon BLaST as set forth in Exhibits 1 and 3, and BLaST is hereby relieved of any and all responsibility for compliance with the terms and conditions of Exhibits 1 and 3 and the duties and responsibilities set forth therein.
4. The undersigned authorized representatives of the School District hereby certify that the School District's governing body has adopted the terms of this Agreement and has authorized the undersigned in its behalf to enter into this Agreement.
5. Upon execution of this Agreement, the School District hereby agrees to indemnify and save and hold harmless BLaST, members of the Board, officers, agents, servants, and employees from any loss, liability, damages, costs (including, without being limited to, court costs or administrative proceedings, and in the amount of any judgment, award, or decision) and expenses (including, but without being limited to, counsel fees) reasonably paid or incurred in connection with any civil action, administrative proceeding, or arbitration proceeding instituted against BLaST, members of the Board, officers, agents, servants, and employees, arising from duties performed by School District hereunder or from the payment or administration by BLaST of the District IDEA allocations

The School District agrees that the foregoing is intended to be as broad and inclusive as is permitted by the law of the Commonwealth of Pennsylvania, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

The parties hereto, intending to be legally bound hereby, execute this Agreement the 1st day of July 2019.

**BLaST, IU #17**

  
\_\_\_\_\_

**Montoursville Area School District**

\_\_\_\_\_

**Exhibit 1.b  
Central Susquehanna Intermediate Unit  
Computer Service Rates 2019-2020**

School entity only (not applicable to IU, AVTS/Technical Institute or government agency)

**Annual hosted subscription rates – Student Information System:**

<b>PER STUDENT BILLING TIERS*</b>	<b>ANNUAL PER STUDENT RATE**</b>	<b>ANNUAL SUPPORT ALLOWANCE</b>
Annual flat fee	100	
1 – 2000	15.00	50 hours/year
2,001 – 4,000	7.50	60 hours/year
4,001 – 7,500	0.00	60 hours/year
Over 7,500 students	3.75	70 hours/year

\*There is an annual minimum charge of \$9,500 which includes a support allowance of 40 hours/year.

\*\*If your district moved from the CSIU in-house license model to the SIS within the past four years, pricing may be based on your original 4-year "ramp-up" proposal.

- Annual fees are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website. Excess support, data conversions, and onsite or customized training are billed monthly at \$97/hr. Consulting, SIF Services and staff augmentation are billable at \$120/hr. Custom programming, if approved, is billable at \$134/hr. Travel time is billable at the same rate as the service rendered.
- Time for support exceeding the support allowance will be billed at the then-current hourly rate.
- The CSIU SIS does not qualify for inclusion in the calculation of a free application or as a free application.
- CSIU's Student Information System is a third-party product (eSchoolData, LLC.) for which CSIU assumes hosting, training, support and co-development responsibilities.
- Please contact CSIU for pricing if implementation is scheduled mid-year (fees and associated support hours are prorated).
- Contact CSIU for pricing information regarding SIF Agents/Zone Integration Server software or standard integration modules for other vendor software.
- Services do not include any form of paper, labels, checks, envelopes, special forms or printing services.

**Training:**

Group webinars	Included at no additional charge
Group classroom training @ CSIU	Included at no additional charge
Group classroom training @ regional site	Included at no additional charge
Individual phone training	Included at no additional charge <sup>1</sup>
Custom and on-site training	Quoted on an individual basis

- Group webinars and trainings are pre-scheduled, multi-client trainings.
- Teacher training is the responsibility of appointed lead trainers for the district that are trained by CSIU. After the initial lead trainer training, CSIU will provide a onetime free (one day) onsite teacher gradebook and/or POS Task Tracking Module training. Scheduled group classroom trainings for these lead trainers are provided at no additional charge, within reason, at CSIU or CSIU-approved regional training sites.

<sup>1</sup>Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and generally not available at peak times, so please plan ahead accordingly.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

PLEASE PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

# Exhibit 2

## CSIU eService

### Application Service Provider

### Information Security Specifications

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Provider Location: CSIU Main Office, 90 Lawton Lane, Milton, PA 17847  
Client Representatives: CSIU Computer Services staff

#### **1. General controls in place for security assurance**

- a. Hosted systems are located in a secure room.
- b. Access to the secure room is monitored electronically. Personnel entering the room without electronic passes are admitted only by authorized personnel. Additionally, the secure room is located behind closed doors in a passage designated for CSIU personnel only. Finally, all entrances to the building are monitored electronically, by camera, and by front desk personnel, thus presenting four levels of security.
- c. Staff access to the application servers and software is restricted to a separate eService domain than CSIU staff and only administrators have access. Temporary access to client data is granted to staff on an 'as needed' basis for resolving client-initiated calls. This access to client data automatically "times-out" at the end of an established access period, and is unique to each request, hence, an audit trail is established. In addition, these occurrences are documented with regard to need, date, and time.
- d. The computer center is equipped with smoke detectors and an automatic fire suppression system (HFC-125 Extinguishing System). The system is interconnected and monitored by a third party alarm company which reports incidents to the Union County 911 Center as needed. There is also air conditioning with a second back-up unit.
- e. The entire main CSIU office is supported by a diesel generator that comes on-line, within seconds, in the event of a power outage. This generator is capable of providing for the full electrical capacity for the facility, and is able to run for multiple days at a time as long as there is diesel fuel available.
- f. Each server is connected to an Uninterruptible Power Supply (UPS) to carry through the gap from loss of power until the generator comes online.
- g. PAUNet and PenTeleData networks together provide redundancy in the event of an internet interruption.
- h. All network traffic passes through our ISP network protection, and then through a Cisco ASA 5510 and Juniper SRX 1500 Service Gateway with an access-list limiting by-port access to all public network devices, in particular, eService servers.

## **2. Security Safeguards based on auditor recommendations**

### **a. Security Protocols for Windows Servers:**

- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- User passwords must be changed every 30 days.
- The minimum length of any password is eight characters, and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters (for example, !\$,%,).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords are allowed to be repeated.
- Accounts that are inactive for more than 3 months are disabled and only re-enabled upon client request.
- Clients logged into a session that remains inactive (no keyboard or mouse activity) for more than 60 minutes will be logged off.

### **b. Web Based Student Information System (SIS)**

- Clients logged into a session that remains inactive (no page updates) for more than 60 minutes will be logged off automatically.
- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- Agency system administrator can set frequency of expiration; every 7 days, 30 days, 60 days or 90 days, or choose not to enforce expiration.
- The minimum length of any password is eight characters, and must include one number (0-9) or a special character (for example, !\$,%,).

### **c. Web Based Financial Information System (FIS)**

- Clients logged into a session that remains inactive (no page updates) for more than 30 minutes will be logged off automatically.
- User passwords must be changed every 30 days.
- User accounts are locked after three incorrect login attempts until unlocked or 10 minutes passes.
- The minimum length of any password is eight characters, and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters allowed are (&!@#\$%^+=).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords is repeated.

**d. Single-Sign-On (SSO) - available for FIS clients**

- Authentication can be shifted from the FIS to an external provider of the agency's choice. *Microsoft Active Directory Federation Services* is one plug-in available to FIS clients which can allow logins and passwords to be authenticated remotely.
- Using this service requires the agency to assume additional responsibilities and oversight. It is *absolutely critical* that agencies are aware of their responsibility for controlling access to the FIS logins and password complexity/change requirements, which are no longer within CSIU's purview for strict authentication control.
- All SSO FIS solutions require a secure internet connection using client/server certificates to connect to the client's authentication service.
- It is important to note that failure to authenticate due to issues that are external to the CSIU (e.g., problems with connectivity to or failure of the external authentication service) can mean users will not be able to log in to their respective FIS website at CSIU. CSIU will be glad to assist in troubleshooting to confirm the source of any disruption, failure, and/or disconnect.
- Any audit inquiries or questions regarding SSO rules administered by an agency not using the FIS out-of-the-box security (as described in 2c above) will be redirected to the agency's administration.

**3. CSIU eService applications and hardware**

- a. All eService websites require client web browsers to connect at a minimum using a 256-bit encryption certificate (SSL) in all connections.
- b. VMware vSphere server virtualization technology is used to manage all servers and provide continuous fault tolerance, load balancing, and resource control. In addition, a storage area network (SAN) with fiber connections and RAID-6 drives are used to protect client data and limit service downtime.
- c. Based on a Windows 2012 R2 Terminal Server using Microsoft Active Directory security protocols, and deploys current security patches and service packs.
- d. Employs TCP/IP connections, utilizing the basic encryption levels of those protocols. Clients may configure their Remote Desktop Connection encryption level to higher than basic.
- e. Microsoft System Center 2012 R2 is installed and used to monitor and mitigate viruses, malware, etc.
- f. The CSIU system administrators provide and control overall client access to the CSIU servers. The client's system administrator controls individual user access to the applications via the respective application Security module.
- g. Data is located on servers housing other client data. Client data is secured via Microsoft's NTFS and/or Microsoft SQL Server permissions; thus, prohibiting one client access to another client's data.
- h. Macromedia Cold Fusion and/or Microsoft SQL Server 2014 are used by some CSIU websites. Appropriate updates and security are applied to these applications.



- i. CSIU pushes for continuous quality improvement by monitoring for and anticipating problems **before** services are disrupted, whenever possible.
  - A product called HostMonitor is used to automatically check over 350 established metrics 24/7 and when defined thresholds are met will send email and text alerts to CSIU technical support staff for resolution; new metrics are added all the time to be proactive.
  - If there is a service disruption, CSIU keeps clients informed and 'in-the-loop' by using a cloud public website (<https://esiu.statuspage.io>) to post eService service status information. Clients are encouraged to subscribe to emails and text messages posted by CSIU on this site to know about service issues or when upgrades are scheduled.

#### 4. Data Security and Preservation

- a. All data is encrypted and backed up to removable media each day, and copies are stored in a locked and monitored offsite facility **0.15 miles from the Montandon, PA main office.**
- b. **Hourly**, servers and data are actively backed-up with Dell/Quest Rapid Recovery to an off-site encrypted repository **21 miles away** where service resumption can be started in case of a catastrophic failure at CSIU's main data center in Montandon, PA. A full 24-hours of back-up is retained for additional protection. This data is also replicated to a secondary location which is **45 miles away from Montandon.**
- c. CSIU staff may only make data modifications with the client's approval. In addition, staff access to client information is granted on an individual basis via temporary accounts (see item 1c above). Test prints of sensitive data are shredded.
- d. Several CSIU policies specifically address Data Privacy, which dictates that only authorized CSIU staff can have access to a given client's data. Further, a work request must be completed and signed by a client appointed representative before CSIU staff can make any data modifications. Copies of these signed and faxed work request documents are retained by CSIU for auditing purposes.
- e. In addition to CSIU policy, staff are required to read and sign a job description which includes the following language: *"The person employed in this position shall maintain confidentiality with regard to the personal and private information about clients and coworkers, programs and services and any other proprietary information accrued as a result of CSIU employment or as required by state or federal laws and regulations."*
- f. In response to client requests to investigate possible software malfunctions and data corruption, employees and agents of the CSIU may need to review client data. The CSIU acknowledges this data is confidential and is bound to maintaining the confidentiality of the data to the extent that it can be maintained given the nature of the client's request for support.
- g. The CSIU will not disclose or re-disclose the personally identifiable information from student and confidential records that it receives to any other party without the prior consent of the staff, parent, or eligible student, and the CSIU will use the personally identifiable information that it receives only for the purpose for which the disclosure to the CSIU was made.
- h. CSIU engages an external certified security company to test their external and internal networks for vulnerabilities and penetration points of exposure which are then reviewed and promptly corrected to ensure improved security protections.

- i. CSIU is a member of the Multi-State Information Sharing and Analysis Center® (MS-ISAC®), which is funded and sponsored by the US Department of Homeland Security to proactively consider and implement cybersecurity precautions on a timely basis in the public and government sectors.

## **5. Hardware used by the client**

- Client hardware considerations are largely beyond CSIU control.
- For Remote Desktop Connections, CSIU is using industry standard protocols (Microsoft) for basic encryption and session control.
- Clients can access CSIU applications with a variety of operating systems and hardware through a standardized session – this is referred to as ‘thin client.’
- Higher levels of encryption for Remote Desktop are supported and are configurable on the client application at each client site.
- Client web browsers must be able to support a SSL 256-bit encryption certificate to access CSIU web applications.
- Specific minimum eService client hardware specifications are kept current and available in the Online Support Center (OSC) under General Documents for client review.

A copy of the full CSIU Computer Services Disaster Recovery Plan is available for review at our central office. Please contact our technical support staff if you have additional questions.



## AGREEMENT OF AFFILIATION

### PENNSYLVANIA COLLEGE OF TECHNOLOGY WILLIAMSPORT, PENNSYLVANIA

THIS AGREEMENT made and concluded the 1st day of July, 2019 by and between the Pennsylvania College of Technology of Williamsport, Pennsylvania hereinafter designated as the "COLLEGE", and MONTOURSVILLE SCHOOL DISTRICT of Montoursville, Lycoming County, hereinafter designated as "CLINICAL SITE".

#### WITNESSETH:

WHEREAS, the COLLEGE has a program to prepare Bachelor Degree Nurses and Associate Degree Nurses, in accordance with the Pennsylvania State Plan for Education, approved by the State Board of Nursing, and accredited by the National League for Nursing; and

WHEREAS, the CLINICAL SITE has agreed to assist and cooperate in offering Pediatric experiences for students;

NOW, THEREFORE, the COLLEGE and CLINICAL SITE will cooperate as described:

#### COLLEGE AND CLINICAL SITE:

1. The total number of students to be assigned shall be agreed upon by the COLLEGE and the CLINICAL SITE.
2. The CLINICAL SITE shall provide experiences as determined through collaborative agreement between the COLLEGE and the CLINICAL SITE.

The Penn College Nursing student can be expected to perform the following skills under the supervision of the School Nurse:

- Measure Height & Weight
- Perform Hearing Assessment using a standard audiometer
- Perform Vision Assessment using the Snellen Chart or Titmus Vision Tester
- Measure Vital Signs – Temperature (Oral/Axillary), Pulse, Respiration, Blood Pressure
- Use an Otoscope
- Perform a Throat Inspection
- Assess for the Presence of Head Lice
- Oral Medication Administration
- Inhaler Administration and Use of Peak Flow Meters
- Nebulizer Treatments
- Glucometer Checks

### **PENN COLLEGE RESPONSIBILITIES:**

1. Provide an orientation for students in the COLLEGE Nursing Skills Laboratory prior to any clinical experience. The orientation will address the following:
  - a. roles and responsibilities of the CLINICAL SITE supervisor.
  - b. role and responsibilities of the Nursing student during this clinical experience.
  - c. uniform and/or dress requirements.
  - d. designated time for student to arrive and leave the CLINICAL SITE.
  - e. procedure for notifying the CLINICAL SITE if the student must be absent.
  - f. clinical objectives the student must meet to complete the clinical experience.
2. Instruct the student in skills appropriate to the clinical facility.
3. Verify competency by the student in the appropriate skills.
4. Provide the CLINICAL SITE with the following:
  - a. rotation schedule that specifies the student and date assigned.
  - b. clinical objectives, and, when applicable, an itemized list of skills the student can be expected to perform with supervision at the CLINICAL SITE.
  - c. telephone numbers for the COLLEGE and the Nursing Instructor.
5. Insure the student has appropriate health insurance.
6. Insure the student has met all health requirements as designated by the COLLEGE.
  - a. Medical exam: For students initially upon entering the program
  - b. Proof of immunization and immunity:
    - PPD (2 step) initially, then 1 step annually
    - hepatitis B positive antibody titer
    - Tdap booster within past 10 yrs.
    - Varicella – positive antibody titer
    - MMR including antibody titers for each component
    - Influenza, annually
  - c. CPR Certification: current
    - must be health care provider or BLS professional rescuer level training
  - d. Copy of personal health insurance- annually
  - e. Professional Liability Insurance- annually

f. Clearances: Faculty—once upon hire to PCT and as required by State and Federal law; Students – **once** upon entry into the nursing program, when there is a break in the student's enrollment, and as needed upon request of nursing administration:

- Child Abuse Clearance
- PA State Background Clearance
- FBI with Fingerprinting

g. Initial drug screen- upon entry into program (students only)  
Random drug screening - annually

7. Insure the student maintains individual liability insurance.
8. Maintain regular contact with the CLINICAL SITE.

### **SCHOOL DISTRICT RESPONSIBILITIES**

1. Provide experiences that will allow the student to meet the clinical objectives.
2. Provide registered nurse supervision for the student who will perform any of the specific skills appropriate to the CLINICAL SITE.
3. Notify the instructor of any student who does not perform within the Bachelor Degree or Associate Degree role or in a professional manner at all times.
4. Sign the student's clinical objective form indicating the student was present on the assigned day for the designated number of hours.
5. Notify the COLLEGE and/or Instructor if the supervisor will not be present on a scheduled day.
6. Provide an alternate day for clinical experience whenever possible if the CLINICAL SITE is closed or the supervisor is absent on a student's assigned day.
7. In the event of a significant exposure from a contaminated needlestick, puncture wound, or contamination of any obviously open wound or the mucous membranes by saliva, blood or a mixture of both saliva and blood or other body fluids, the following procedure will be followed: **See Exhibit B.**
8. To have the right to recommend removal of any student whose health or performance is detrimental to client well-being and to notify the College of that decision.

This agreement shall become effective upon execution by both parties and shall continue for a period beginning July 1, 2019 and extending to July 1, 2021 unless amended, modified or terminated according to the relevant provision contained herein.

This agreement shall be amended, modified or revised only upon written agreement of the parties hereto.

Unless ninety (90) days prior to the end of any term either party shall notify the other in writing of its intention to terminate the within agreement at the end of the then current term, the within agreement shall continue for an additional term of two years; however, a renewal agreement shall be entered into setting forth the beginning date and termination date of the renewal term. Students participating in ongoing clinical affiliation shall be permitted to complete

said clinical affiliation during which the effective date of termination occurs. All applicable provisions of this Agreement shall remain in force during the extension period.

This agreement represents the entire Agreement between the parties as described herein and is incorporated herein by reference, and supersedes all prior written or verbal understandings.

This agreement is made and entered into and executed by the proper officers of the COLLEGE and by the duly authorized representative of the CLINICAL SITE.

**PENNSYLVANIA COLLEGE OF TECHNOLOGY**

By \_\_\_\_\_  
Davie Jane Gilmour, Ph.D.  
President  
Date \_\_\_\_\_

By \_\_\_\_\_  
Sandra L. Richmond, DNP MS RN CSN  
Dean of Nursing & Health Sciences  
Date \_\_\_\_\_

By \_\_\_\_\_  
Valerie A. Myers, Ed.D MSN  
Assistant Dean of Nursing  
Date \_\_\_\_\_

**MONTOURSVILLE SCHOOL DISTRICT**

By \_\_\_\_\_  
Representative  
Date \_\_\_\_\_

## Exhibit B

### School of Health Sciences Bloodborne Exposure Procedure

Current standards of medical and dental practice require a specific plan for written protocols addressing student, employee and patient exposure to blood borne pathogens. Needle stick or other exposure to blood or body fluids has the potential of transmitting various pathogens including but not limited to Hepatitis B Virus (HBV), Hepatitis C Virus (HCV), and Human Immunodeficiency Virus (HIV). In accordance with Federal Occupational Safety and Health Administration (OSHA) and State standards of practice, the following will be implemented in the College-wide Health Science Programs (both credit and non-credit programs) at Pennsylvania College of Technology (herein referred to as the "College") to manage exposures, record and document exposures and assess incidents in an effort to minimize the opportunity for future exposures.

#### A. Procedure for Student, Employee and Patient Exposures

##### 1. College Students/Patients/Employees

- An exposure incident as defined by the Centers for Disease Control is a percutaneous injury (e.g., needle stick or cut with a sharp object) or contact of mucous membrane or nonintact skin (e.g., exposed skin that is chapped, abraded, or afflicted with dermatitis) with blood, tissue, or other body fluids that are potentially infectious. In addition to blood, body fluids containing visible blood, semen and vaginal secretions are also considered potentially infectious.

#### FIRST AID CARE

If an individual experiences a needle stick or sharps injury or was exposed to the blood or other body fluid of a patient, another student, or employee, the following first aid care should be done immediately:

- thoroughly wash needle stick wounds and cuts with soap and water
- flush splashes to the nose, mouth or skin with water
- irrigate eyes with clean water, sterile eyewash or saline irrigating solution
- immediately seek further medical evaluation/treatment

##### 2. On Campus Incidents

If an individual has an **on campus** exposure incident involving another student, employee, sharp object or patient, the following actions should be taken:

- The individual should immediately inform his/her Instructor or immediate Supervisor, and in turn the instructor or Supervisor should notify Student Health Services and/or the College Police based on the time of the incident. An Accident/Injury/Illness Report form must be completed (refer to Attachment A). The injured individual and the fellow student, employee or patient should be directed to go to Student Health Services to undergo baseline testing for appropriate blood-borne pathogens (HBV, HCV and HIV) and counseling.
- If the patient is a known high risk patient after the initial incident has been documented, and Student Health Services is unavailable the exposed patient and sources should be referred to the nearest emergency department for evaluation and treatment.

- The exposed individual and the source patient both have the right to refuse treatment, and must sign a refusal of care form once informed of the potential risks of being untreated.
- The Program Director/Supervisor/Dean of the respective academic program or College department should be informed.
- **Student Health Services**  
**One College Ave**  
**Campus Center, Room 150**
- **Hours:**  
<https://mypct.pct.edu/departments/CollegeHealthServices/Pages/Hours.aspx>

**NOTE:** For College employees, staff and faculty, the College will pay for the cost of the initial baseline testing and counseling and at the appropriate intervals per the Student Health Services protocol. It shall be Student Health Services responsibility to monitor the confidential records and track the testing of individual including reminding the individual when it is time for follow-up testing.

For students and source patients, the student and source patient are each responsible for the cost of the initial baseline testing and counseling and at the appropriate intervals per the Student Health Services protocol. It shall be Student Health Services responsibility to monitor the confidential records and track the testing of student including reminding the individual when it is time for follow-up testing.

All costs associated with **treatment** for disease conditions related to the exposure will be the sole responsibility of the student and the patient. Employees involved in a work related exposure incident requiring treatment will be provided such care through the Worker's Compensation Program.

### 3. Off Campus and Contract Sites Incidents

If a student or employee, in one of the College's Health Science Program, has a bloodborne pathogen exposure incident while at an **off campus or contract site**, the following actions should be taken:

- The student or employee is to inform the Instructor/Faculty/Clinical Supervisor/Academic Clinical Director at the time of the exposure.
- **If the clinical site is a hospital**, the student or employee is to go to the Hospital's Emergency Department or designated care area immediately after the incident for evaluation and treatment. A hospital Incident Report form must be completed. The student should have baseline testing completed for appropriate blood-borne pathogens (HBV, HCV and HIV) and treatment options discussed/administered per current CDC protocols. The Program Director/Supervisor/Dean of the respective program shall be informed and will have the College Accident/Injury/Illness Report (refer to Attachment A) completed and sent to Student Health Services within 24–48 hours. The hospital will contact the patient involved in the episode and request that he or she has baseline testing completed for appropriate blood-borne pathogens (HBV, HCV and HIV) at the hospital. If the patient already has a positive result on file for HIV, then the testing should be done for any other appropriate bloodborne pathogens.
- **If the clinical site is not a hospital**, the student should be directed to go to Student Health Services or to the local hospital Emergency Department or designated care areas (whichever is closer) to undergo baseline testing for appropriate bloodborne pathogens (HBV, HCV and HIV) and counseling within one day of the incident. If the source patient



is known to be HIV positive or high risk, both the employee and the source patient should report to the local Emergency Department.

- For **off campus** patients/clients involved in an exposure incident with a student or employee in one of the College's Health Science Programs, the student will pay for the cost of the initial baseline testing and counseling and thereafter at the appropriate intervals, per Student Health Service's protocol. It shall be Student Health Services responsibility to monitor the confidentiality of records and track the testing of individuals including reminding them when it is time for follow-up testing.
4. **Current CDC Guidelines** (June 29, 2001) recommend evaluation and initiation of potential treatment options within 2–3 hours of an incident involving a significant exposure to the blood and/or body fluids of a known HIV positive patient.
  5. **In All Cases, Testing Should Occur Within 24 hours of the Incident**
  6. **Review of Exposure Incident and Identification of Prevention Strategies**
    - For each occurrence, the Program Director/Supervisor/Dean or designee will review the exposure incident with the student and determine what, if any, preventive actions are appropriate to minimize similar incidents in the future. A copy of this information should be forwarded to Student Health Services to be placed with the original Accident/Injury/Illness Report.
    - In an incident involving an employee, the Student Health Services Director will review the exposure with the employee and respective supervisor and determine what, if any, preventive actions are appropriate to minimize similar incidents in the future.
    - The Student Health Services Director in consultation with the Program Director/Supervisor/Dean or designee will determine: 1) if additional employee/student training is necessary to prevent future occurrences; and 2) if safer medical equipment/supplies is necessary to prevent future occurrences.
  7. **Right to Refuse Testing, Counseling and Follow-up**
    - It is recognized that individuals have a right to refuse testing, etc.
    - If the injured student/employee/patient declines to submit to baseline testing and counseling, they will be requested to sign a Waiver Agreement —Release of Responsibility Form (refer to Attachment C)
  8. **Reimbursement of Expenses and Liability**
    - **Students shall be responsible to carry health insurance which will provide primary coverage for payment and the treatment of injuries or illnesses suffered during the course of clinical affiliation.**
    - **In the event of a significant exposure to blood or body fluid, as defined by Act 148-1990 of the Commonwealth of Pennsylvania, occurs, the effected student or personnel shall be provided with post exposure screening as is provided to Pennsylvania College of Technology personnel. Any additional screenings or treatments provided shall be at the expense of the students, or personnel, or to the worker's compensation program if applicable.**

## 9. Record Maintenance and Confidentially

- Every effort will be made to assure employee, student and patient confidentiality. Bills, records and statements are to be maintained in appropriate confidential files in the Student Health Services confidential files. Information will be released only when appropriate authorization is obtained.

### Z. Hazardous Waste

College policies are followed in regards to collection, disposal and documentation of hazardous waste, including sharps, e.g. needles, glassware, etc. Training for the College's custodial staff, teaching faculty, and students is the responsibility of the appropriate College Administrator or Program Director/Coordinator or Department Supervisor.

### AA. Laundry

Faculty must wear appropriate gowns/laboratory coats when teaching. Contaminated gowns are handled according to program safety protocols.

### BB. Personnel Protective Equipment (PPE)

All faculty, staff and students will observe the current OSHA guidelines concerning the use of PPE. This includes, when appropriate, gloves, gowns or laboratory coats, face shields or goggles, and masks.

## Bibliography

Centers for Disease Control Website: [www.cdc.gov](http://www.cdc.gov)

CDC — MMWR Weekly Report: June 29, 2001/Vol. 50/No. RR-11  
(Updated U.S. Public Health Service Guidelines for the Management of Occupational Health Exposures to HBV, HCV, and HIV and Recommendations for Post exposure Prophylaxis)

CDC — MMWR Weekly Report: December 19, 2003/Vol. 52/No. RR -174  
(Guidelines for Infection Control in Dental Health-Care Settings)

**Waiver Agreement  
Release of Responsibility  
Related to A Bloodborne Exposure Incident**

I, (print name) \_\_\_\_\_, may have been significantly exposed to the blood and/or body fluid of an HBV, HCV, and/or HIV blood-borne pathogen positive patient.

It has been explained to me that current CDC testing protocols, relating to a bloodborne exposure incident, recommend testing within 2-3 hours following a significant bloodborne pathogen exposure.

I **decline** to have baseline testing performed and/or to receive additional counseling afforded to me by the College.

I hereby release Pennsylvania College of Technology of all liability related to this potential exposure as well as any and all future health issues it may pose to me.

\_\_\_\_\_

Signature

Date

Witness: \_\_\_\_\_  
(Print name and title)

\_\_\_\_\_

Signature

Date



Universal Community Behavioral Health

## Letter of Agreement

In order to ensure cooperative efforts and to facilitate continuity of care when serving individuals enrolled in the Montoursville Area School District and The Meadows Psychiatric Center ("The Meadows") agree to the following for the 2019-2020 and 2020-21 school year:

1. To respond to requests for clinical information in a timely manner and in accordance with applicable law. In accordance with appropriate Releases of Information or as otherwise permitted by applicable law, when requested, The Meadows will send Montoursville Area School District psychiatric information, relevant to each individual to whom they mutually provide services.
2. A designated professional from Montoursville Area School District agrees to collaborate with The Meadows for students who are receiving mental health and educational services.
3. All employees who have direct contact with children will maintain background clearances (Act 114, Act 151, and Act 34) current within 36 months, and be trained in child abuse recognition and reporting through an approved program every five years. Before hiring a new employee, The Meadows Psychiatric Center will verify employment history for Sexual Misconduct/Abuse Disclose through Act 168. The Meadows will notify the chief school administrator within 72 hours of an employee's arrest or conviction of an offense listed in Section 111(e). All records will be made available to Montoursville Area School District within 48 hours of the request.
4. This agreement assures that both agencies will abide by Federal and State standards regarding confidentiality of individual's information, as well as maintain the client's protected health information as required by law.
5. Montoursville Area School District agrees to pay The Meadows Psychiatric Center \$67 per day for educational services offered by a Pennsylvania Certified teacher, Monday through Friday, while their student is at The Meadows.
6. This letter will remain in effect until either party requests termination by a written 30-day notice.

\_\_\_\_\_  
 Kristi L. Godin-Snyder, D.Ed  
 Director of Education  
 The Meadows Psychiatric Center

\_\_\_\_\_  
 David Grabowski, LCSW  
 CEO/Managing Director  
 The Meadows Psychiatric Center

\_\_\_\_\_  
 School District Representative

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

132 The Meadows Drive, Centre Hall, PA 16828 | ph 814.364.2161 / fax 814.364.9742 | www.themeadows.net

MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754-1900

Use of Facilities Request Form

Name of organization: Community Baptist Church Non-profit: Yes  No

Authorized person making application: Name: Mark Boyer - Children's Minister

Address: (for billing) 1853 State Rt. 87 Montoursville

Telephone number Home: 570 279 0141 Work: 570 433 3002

Facility usage is requested on: Month: 7 Day(s): 24 23 Start Time: 8 AM Setup 9:15 start

Duration (including set-up and/or clean-up time): 5 hrs

Location of facility desired for use:

- Montoursville High School
- Loyalsock Valley Elementary School
- C.E. McCall Middle School
- Lyter Elementary School

Portion of facilities requested for use: (check all facilities being requested)

- Classroom
- All Purpose Room / Dining Area
- Gymnasium
- Softball Field
- Auditorium
- Baseball Field
- Cafeteria Kitchen
- Soccer Field
- Track (running)
- Memorial Stadium
- Other (please specify) \_\_\_\_\_
- Tennis Court

Equipment requested: (please specify) None

State specific purpose for the use of the requested facilities: VBS "Track Day" for grades 3-6, approx. 40 children

Estimated number of participants: 40 + 10-15 Adults Estimated number of spectators: \_\_\_\_\_

Will an admission fee be charged? Yes  No  If yes, specify admission fees: \_\_\_\_\_

Will a participation fee be assessed? Yes  No  If yes, specify participation fees: \_\_\_\_\_

Other fees organization will be charging (please specify): \_\_\_\_\_

Is organization membership limited to residents of the Montoursville Area School District? Yes  No

Is event participation limited to residents of the Montoursville Area School District? Yes  No

Name of organization's supervisors to be in attendance: Mark Boyer

The undersigned hereby makes application to the Montoursville Area School District, Montoursville, PA for the above named applicant for use of school facilities and certifies that the above information is correct. The undersigned agrees that the applicant will observe all rules and regulations set forth in the Montoursville Area School District USE OF SCHOOL FACILITIES policy and of the Building Principal of the requested facility, and will promptly reimburse the school district. The applicant will exercise the utmost care in the use of the school premises and property and will make good any damage arising from the applicant's use of said facility.

Signature: [Handwritten Signature]

Title: Children's Minister

# Montoursville Area School District

G-10

## Position Description – STEM Coordinator

**Division/Department:** STEM Department

**Location:** C. E. McCall Middle School

**Job title:** STEM Coordinator

**Reports to:** Building Principal

### Terms of Employment:

- 188 days
- Salary, work schedule and other conditions of employment in accordance with school district salary schedule and applicable policies.

### Evaluation:

Performance of this job will be evaluated annually in accordance with provisions of the applicable policies of the school district.

### Qualifications:

- Minimum five (5) years of STEM teaching experience preferred, Science preferred. \*
- Minimum three (3) years' experience leading other teachers to achieve strong academic results.
- Appropriate Grade (5-8) Certification. \*
- Possess an entrepreneurial spirit; be flexible, willing and able to play different instructional roles at the school; and be willing to go above and beyond to meet the varied and constant needs of the students.
- Excellent organizational, communication and facilitation skills.

### Job Description:

The STEM Coordinator will provide instructional support and collaborative coaching to 5<sup>th</sup> and 6<sup>th</sup> grade teachers as they work to implement the Common Core State Standards and district curriculum through a STEM integrated model. The STEM coach will work with teachers to support best instructional practices using data, analysis of school-wide trends in instruction and to make recommendations about potential next steps to address areas of need. As an advisor and collaborator to teachers, the STEM coordinator is responsible for providing support in the designing of STEM units and lessons, providing content knowledge in STEM, analyzing data to modify curriculum and forms of assessment and sharing of best practices. The STEM coordinator's ultimate job is to work with instructional teams to create effective STEM learning experiences for students. The STEM coordinator will also be responsible to teach and co-teach various lessons throughout the school year in both 5<sup>th</sup> and 6<sup>th</sup> grade.

### Knowledge, Experience and Training:

- Strong records of helping students achieve academic success.
- Significant experience with STEM related curriculums and the integration of the Common Core Standards in the development of daily lesson planning.

- Experience in analyzing data and using results to modify lesson plans.
- Significant experience with instructional best practices.
- Ability to model positive and healthy character traits and habits, such as being organized, consistent and understanding.
- Comfort and willingness to actively participate in school community.
- Experience in professional development and leadership roles working with adults.
- Ability to plan, model, coach and provide feedback to individual teachers and teams of teachers to improve teaching and learning.
- Experience implementing effective instructional practices, designing engaging lessons, using data and formative assessment in the classroom and implementing the four-tiered intervention system.
- Participant in the PA STEM Ambassador Program.

#### **Duties and Responsibilities**

- Provide comprehensive instructional coaching in STEM.
- Implement, monitor, and secure further grant opportunities in STEM education.
- Work towards creating a STEM Lab space at C.E. McCall Middle School.
- Collaborate with teachers and provide specific strategies for improved instructional delivery.
- Serve as a resource in identifying appropriate research-based instructional strategies and interventions to improve STEM achievement for students in grades 5-8.
- Support teachers by providing feedback on lessons and assessments that align with the Common Core State Standards and the C.E. McCall Middle School curriculum.
- Provide professional development and materials to support teachers.
- Serve as a coach to teachers by providing expert advice on improving and enhancing individual lessons and units based on ongoing analysis. This will include, but is not limited to:
  - Reviewing lesson plans, unit plans and assessments
  - Understanding the District scope and sequence
  - Observing classroom instruction and offering comprehensive analysis and feedback
  - Conducting demonstrations and modeling lessons for classroom teachers
  - Support the development of curriculum and advise pacing on the scope and sequence based on essential content knowledge as outlined in the state and national standards.
  - Cultivate a standards-based, data and results-oriented culture.
  - Make recommendations on best practices for supporting curricular integration across all content areas.
  - Collaborate with teachers and principals in determining appropriate resources and support for teachers.
  - Lead teacher study groups to increase content and pedagogical knowledge of STEM

instruction.

- Collaborate with the STEM instructional teams to develop and implement plans designed to assist struggling students.
- Complete any additional duties as assigned by the Principal and the Assistant Principal.
- Willingness to be a contributing member of school redesign and turnaround.
- Eagerness to attend professional development and ability to turnkey train staff as needed.

**MONTOURSVILLE AREA SCHOOL DISTRICT PROPERTY AND CONFIDENTIALITY REQUIREMENTS:**

All property, including intellectual property, materials, equipment or actual products and services developed or accrued as part of the job duties and responsibilities listed above, is the property of the Montoursville Area School District. It may not be used for personal profit or gain and will be relinquished to the Montoursville Area School District upon termination of employment from the Montoursville Area School District.

*The position specifications described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.*

**Adoptions**

Original adoption by Board of Directors on:

Revised by Board of Directors on: \_\_\_\_\_

I, \_\_\_\_\_, understand the duties and responsibilities as outlined in the above position description.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

*Montoursville Area School District is an Equal Opportunity Employment, Educational/Service Organization.*



MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754  
570-368-2491 570-368-3501 (FAX)

**Emergency Operations Plan (EOP)**

An active shooter or armed intruder on school property involves one or more individual's intent on causing physical harm and/or death to students and staff. Such intruders may also possess a gun, a knife, a bomb or other harmful device. An Active Shooter or armed intruder will result in law enforcement and other safety and emergency services responding to the scene as quickly as possible.

Once law enforcement arrives, it is critical to follow the instructions of, and cooperate with, law enforcement officers. The School Incident Commander will be relieved by a law enforcement official as soon as possible. The law enforcement official will now be the Incident Commander with complete jurisdiction over the scene. The school is a crime scene and will require a thorough search and processing.

# MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754  
570-368-2491      570-368-3501 (FAX)

## A. School Incident Commander/Principal

Upon Notification of an active shooter or armed intruder on campus, immediately direct staff to call 911 if it is unknown whether or not 911 notifications have already taken place. 911 call should provide the name and exact location of the school, the nature of the emergency, number and description of intruders (if known), type of weapon(s), area of the school where last seen, actions taken by the school, and whether there are on-site security or law enforcement officers (e.g. DARE, School Resource Officer). Caller will remain on the line to provide updates.

Initiate ALERT protocols. Notification to the building occupants will be made using all available means. Notification shall provide any information regarding the on-going situation that will assist the building occupants in making a good decision as to their best survival response option. Typically, information that answers the basic questions of "Who? What? Where? When? How?" will provide the necessary details to make an informed decision.

Secure the administration office as a command post and retrieve the critical information and data about the school's emergency systems, including communications, staff and student's locations, detailed floor plans and other important information, documents, items, and supplies that are prepared and readily available for use during the incident. If the incident is occurring at the administration office, designate an alternate command post.

Direct command post staff to maintain contact with teachers reporting pertinent emergency information via phone, email, texting and any other available means for communication. All information received via eye-witnesses or through the in-house surveillance camera system will be used to INFORM the building occupants of the event in as real-time as possible.

## MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754  
570-368-2491 570-368-3501 (FAX)

Notify the Superintendent's office and request activation of the communications plan for media and parent notification protocols.

Staff and students outside the building will EVACUATE to an off-site relocation center /Rally Point

Direct support staff outside to stop pedestrians and vehicles from entering the school grounds until law enforcement arrives.

Ensure that any buses in route to the school are redirected to a designated relocation site.

### A. Teachers and Staff

The first person to note indication of an active shooter or armed intruder, as soon as it is safe to do so, should call 911, then notify the School Incident Commander/Principal.

If in close proximity to the danger, assess the situation for the best survival option. EVACUATE if at all possible. If not, gather assistance and engage in conducting an Enhanced LOCKDOWN of the area. If the active shooter or armed intruder has made contact, immediately begin COUNTER strategies, and then EVACUATE or take control of the intruder.

Individuals who are not in the immediate danger area should gather information about their classroom's immediate situation. Account for all students or other individuals sheltered in their room. Assess the ability to safely EVACUATE the building.

If there is no safe manner to EVACUATE the building, have others assist in conducting an Enhanced LOCKDOWN of the room.

## MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754  
570-368-2491 570-368-3501 (FAX)

Rooms in Enhanced LOCKDOWN shall pay attention to all announcements providing event details. If the circumstances change and EVACUATE becomes a viable option, a decision can be made to leave the location and EVACUATE to the RALLY POINT.

Unless evacuating, rooms in Enhanced LOCKDOWN, shall remain secured until personally given the "All Clear" by the Incident Commander or a law enforcement officer in uniform.

If an active shooter or armed intruder enters the classroom individuals are to use whatever COUNTER strategies necessary to keep the students safe. This may include any and all forms of resistance to the threat.

If an active shooter or armed intruder enters and begins shooting, any and all actions to stop the shooter are justified. This includes, making noise, moving about the room to lessen accuracy, throwing items (books, computers, phones, book bags) to interfere with the ability to shoot accurately, safely exiting out windows, and taking control of the intruder. Anyone not involved in COUNTER strategies should get out anyway possible and move to another location.

### **OTHER PROCEDURES**

After the active shooter or armed intruder(s) has been subdued, the School Incident Commander/ Principal in consultation with the law enforcement Incident Commander will announce an ALL CLEAR and EVACUATION and relocation to an alternate site for FAMILY REUNIFICATION.

If staff or students are injured, assist them out of the building to the nearest emergency medical personnel.

The School Incident Commander will notify officials at the relocation site of the EVACUATION and to activate FAMILY REUNIFICATION protocols.

The School Incident Commander will request bus transportation or alternate transportation to the relocation site. Copyright © 2016 ALICE Training Institute. All Rights Reserved. 28

The School Incident Commander will activate the communications plan to deal with media and parent notification protocols, and direct parents to go to the relocation site.

## MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754  
570-368-2491      570-368-3501 (FAX)

Those who remained secured in an Enhanced LOCKDOWN, will EVACUATE the building using the designated exit routes and alternate routes to the assigned assembly areas, take attendance and move to the buses for transport.

The School Incident Commander will activate the crisis response team and active MENTAL HEALTH AND HEALING procedures and/or notify area mental health agencies to provide counseling and mental health services at the relocation site.

The School Incident Commander will debrief appropriate school personnel.

The Superintendent or designee, in consultation with law enforcement officials, will determine when the school can resume normal activities and communicate the information to parents and the public.

**PROMISED LAND BUSSING DAILY RATES  
2018-2019 SCHOOL YEAR**

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

BF-1

# FINAL GENERAL FUND BUDGET

Fiscal Year 2019-2020

## General Fund Budget Approval

Date of Adoption of the General Fund Budget: 05/09/2019

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Brandy N Smith

(570)368-3500

Extn :6200

Contact Person

Telephone

Extension

bsmith@montoursville.k12.pa.us

Email Address





**CERTIFICATION OF USE OF PDE-2028  
FOR PUBLIC INSPECTION OF 2019-2020 PROPOSED BUDGET**

24 PS 6-687(a)(1)

(03/2006)

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

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

SIGNATURE OF SCHOOL BOARD PRESIDENT 	DATE 5/14/19
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DUE DATE: IMMEDIATELY FOLLOWING  
ADOPTION OF PROPOSED  
FINAL GENERAL FUND BUDGET

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

ITEM	AMOUNTS
<b>Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year</b>	
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	3,325,196
<b>Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year</b>	<b><u>\$3,684,746</u></b>
<b>Estimated Revenues And Other Financing Sources</b>	
6000 Revenue from Local Sources	16,682,630
7000 Revenue from State Sources	12,719,578
8000 Revenue from Federal Sources	366,332
9000 Other Financing Sources	
<b>Total Estimated Revenues And Other Financing Sources</b>	<b><u>\$29,768,540</u></b>
<b>Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation</b>	<b><u>\$33,453,286</u></b>

	<u>Amount</u>
<b>REVENUE FROM LOCAL SOURCES</b>	
6111 Current Real Estate Taxes	11,710,150
6112 Interim Real Estate Taxes	25,000
6113 Public Utility Reality Taxes	15,000
6114 Payments in Lieu of Current Taxes - State / Local	45,000
6150 Current Act 511 Taxes - Proportional Assessments	3,820,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	485,000
6500 Earnings on investments	120,000
6700 Revenues from LEA Activities	60,800
6800 Revenues from Intermediary Sources / Pass-Through Funds	300,430
6910 Rentals	3,000
6940 Tuition from Patrons	78,250
6990 Refunds and Other Miscellaneous Revenue	20,000
<b>REVENUE FROM LOCAL SOURCES</b>	<b>\$16,682,630</b>
<b>REVENUE FROM STATE SOURCES</b>	
7110 Basic Education Funding	7,160,734
7271 Special Education funds for School-Aged Pupils	1,301,459
7311 Pupil Transportation Subsidy	418,500
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	535,000
7330 Health Services (Medical, Dental, Nurse, Act 25)	35,000
7340 State Property Tax Reduction Allocation	511,730
7505 Ready to Learn Block Grant	264,755
7810 State Share of Social Security and Medicare Taxes	460,400
7820 State Share of Retirement Contributions	2,032,000
<b>REVENUE FROM STATE SOURCES</b>	<b>\$12,719,578</b>
<b>REVENUE FROM FEDERAL SOURCES</b>	
8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	291,570
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	53,754
8517 NCLB, Title IV - 21st Century Schools	21,008
<b>REVENUE FROM FEDERAL SOURCES</b>	<b>\$366,332</b>
<b>TOTAL ESTIMATED REVENUES AND OTHER SOURCES</b>	<b>29,768,540</b>

Act 1 Index (current): 3.0%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$11,710,150  
 Amount of Tax Relief for Homestead Exclusions \$514,852  
 Total Approx. Tax Revenue: \$12,225,002  
 Approx. Tax Levy for Tax Rate Calculation: \$12,841,326

Total

2018-19 Data

a. Assessed Value \$819,479,515  
 b. Real Estate Mills 15.4000  
 c. 2017 STEB Market Value \$953,447,123  
 d. Assessed Value \$817,918,850  
 e. Assessed Value of New Constr/ Renov \$0

2018-19 Calculations

f. 2018-19 Tax Levy \$12,619,985

(a \* b)

2019-20 Calculations

g. Percent of Total Market Value 100.000000%  
 h. Rebalanced 2018-19 Tax Levy \$12,619,985

(f Total \* g)

i. Base Mills Subject to Index 15.4000

(h / a \* 1000) if no reassessment

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

Calculation of Tax Rates and Levies Generated

j. Weighted Avg. Collection Percentage 95.000000%  
 k. Tax Levy Needed \$12,841,326

(Approx. Tax Levy \* g)

I. 2019-20 Real Estate Tax Rate 15.7000

(k / d \* 1000)

m. Tax Levy Generated by Mills \$12,841,326

(l / 1000 \* d)

n. Tax Levy minus Tax Relief for Homestead Exclusions \$12,326,474

(m - Amount of Tax Relief for Homestead Exclusions)

o. Net Tax Revenue Generated By Mills \$11,710,150

(n \* Est. Pct. Collection)

AUN: 117415103 Montoursville Area SD

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

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Page - 2 of 3

Act 1 Index (current): 3.0%

Calculation Method:

	Rate
Approx. Tax Revenue from RE Taxes:	\$11,710,150
Amount of Tax Relief for Homestead Exclusions	<u>\$514,852</u>
Total Approx. Tax Revenue:	\$12,225,002
Approx. Tax Levy for Tax Rate Calculation:	\$12,841,326
Lycorning	Total

**Index Maximums**

p. Maximum Mills Based On Index (t * (1 + Index))	15.8620
q. Mills In Excess of Index (if (l > p), (l - p))	0.0000
r. Maximum Tax Levy Based On Index (p / 1000 * d)	\$12,973,829
IV. s. Millage Rate within Index? (If l > p Then No)	Yes
t. Tax Levy In Excess of Index (if (m > r), (m - r))	\$0
u. Tax Revenue In Excess of Index (l * Est. Pct. Collection)	\$0

**Information Related to Property Tax Relief**

V. Assessed Value Exclusion per Homestead	\$8,507.00
Number of Homestead/Farmstead Properties	3916
Median Assessed Value of Homestead Properties	\$119,120

Act 1 Index (current): 3.0%  
 Calculation Method:

Approx. Tax Revenue from RE Taxes: \$11,710,150  
 Amount of Tax Relief for Homestead Exclusions \$514,852  
 Total Approx. Tax Revenue: \$12,225,002  
 Approx. Tax Levy for Tax Rate Calculation: \$12,841,325  
 Lycoming

**Total**

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$511,730	Lowering RE Tax Rate	\$511,730
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$3,122		\$3,122
<b>Amount of Tax Relief from State/Local Sources</b>			<b>\$514,852</b>





Tax Function	Description	Tax Rate Charged In:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2018-19 (Rebalanced)	2019-20				2018-19 (Rebalanced)	2019-20		
6111	<u>Current Real Estate Taxes</u>									
	Lycoming	15.4000	15.7000	1.95%	Yes	3.0%				
	<u>Current Act 511 Taxes -- Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	1.150%	1.150%	0.00%	Yes	3.0%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	3.0%				

<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
1100 Regular Programs - Elementary / Secondary	13,488,610
1200 Special Programs - Elementary / Secondary	3,395,126
1300 Vocational Education	238,182
1400 Other Instructional Programs - Elementary / Secondary	184,475
<b>Total Instruction</b>	<b>\$17,306,393</b>
<b>2000 Support Services</b>	
2100 Support Services - Students	856,609
2200 Support Services - Instructional Staff	1,284,211
2300 Support Services - Administration	1,754,260
2400 Support Services - Pupil Health	440,441
2500 Support Services - Business	419,914
2600 Operation and Maintenance of Plant Services	2,423,604
2700 Student Transportation Services	939,760
<b>Total Support Services</b>	<b>\$8,118,799</b>
<b>3000 Operation of Non-Instructional Services</b>	
3200 Student Activities	641,655
<b>Total Operation of Non-Instructional Services</b>	<b>\$641,655</b>
<b>5000 Other Expenditures and Financing Uses</b>	
5200 Interfund Transfers - Out	3,612,422
5900 Budgetary Reserve	400,000
<b>Total Other Expenditures and Financing Uses</b>	<b>\$4,012,422</b>
<b>Total Estimated Expenditures and Other Financing Uses</b>	<b>\$30,079,289</b>

Description	Amount
<b>1000 Instruction</b>	
<b>1100 Regular Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	7,722,085
200 Personnel Services - Employee Benefits	5,279,735
300 Purchased Professional and Technical Services	4,240
400 Purchased Property Services	6,650
500 Other Purchased Services	253,400
600 Supplies	212,200
700 Property	5,300
800 Other Objects	5,000
<b>Total Regular Programs - Elementary / Secondary</b>	<b>\$13,488,610</b>
<b>1200 Special Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	1,193,672
200 Personnel Services - Employee Benefits	703,411
300 Purchased Professional and Technical Services	1,140,943
500 Other Purchased Services	345,000
600 Supplies	9,400
700 Property	2,000
800 Other Objects	700
<b>Total Special Programs - Elementary / Secondary</b>	<b>\$3,395,126</b>
<b>1300 Vocational Education</b>	
500 Other Purchased Services	238,182
<b>Total Vocational Education</b>	<b>\$238,182</b>
<b>1400 Other Instructional Programs - Elementary / Secondary</b>	
100 Personnel Services - Salaries	29,375
200 Personnel Services - Employee Benefits	12,500
300 Purchased Professional and Technical Services	60,000
400 Purchased Property Services	1,000
500 Other Purchased Services	79,500
600 Supplies	2,000
800 Other Objects	100
<b>Total Other Instructional Programs - Elementary / Secondary</b>	<b>\$184,475</b>
<b>Total Instruction</b>	<b>\$17,306,393</b>
<b>2000 Support Services</b>	
<b>2100 Support Services - Students</b>	
100 Personnel Services - Salaries	435,582
200 Personnel Services - Employee Benefits	305,210
300 Purchased Professional and Technical Services	110,367
500 Other Purchased Services	1,450
600 Supplies	3,775
800 Other Objects	225
<b>Total Support Services - Students</b>	<b>\$856,609</b>
<b>2200 Support Services - Instructional Staff</b>	
100 Personnel Services - Salaries	384,692

2019-2020 Final General Fund Budget  
 LEA : 117415103 Montoursville Area SD  
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Description	Amount
200 Personnel Services - Employee Benefits	285,185
300 Purchased Professional and Technical Services	272,064
400 Purchased Property Services	20,000
500 Other Purchased Services	73,010
600 Supplies	179,550
700 Property	69,710
<b>Total Support Services - Instructional Staff</b>	<b>\$1,284,211</b>
<b>2300 Support Services - Administration</b>	
100 Personnel Services - Salaries	859,386
200 Personnel Services - Employee Benefits	640,414
300 Purchased Professional and Technical Services	154,400
400 Purchased Property Services	32,500
500 Other Purchased Services	34,450
600 Supplies	10,700
700 Property	7,500
800 Other Objects	14,900
<b>Total Support Services - Administration</b>	<b>\$1,754,260</b>
<b>2400 Support Services - Pupil Health</b>	
100 Personnel Services - Salaries	187,166
200 Personnel Services - Employee Benefits	135,035
300 Purchased Professional and Technical Services	110,415
400 Purchased Property Services	1,375
600 Supplies	5,000
700 Property	1,450
<b>Total Support Services - Pupil Health</b>	<b>\$440,441</b>
<b>2500 Support Services - Business</b>	
100 Personnel Services - Salaries	202,784
200 Personnel Services - Employee Benefits	152,775
300 Purchased Professional and Technical Services	31,175
400 Purchased Property Services	9,000
500 Other Purchased Services	17,000
600 Supplies	3,000
800 Other Objects	4,200
<b>Total Support Services - Business</b>	<b>\$419,914</b>
<b>2600 Operation and Maintenance of Plant Services</b>	
100 Personnel Services - Salaries	764,925
200 Personnel Services - Employee Benefits	581,240
300 Purchased Professional and Technical Services	96,790
400 Purchased Property Services	538,580
500 Other Purchased Services	116,604
600 Supplies	314,065
700 Property	8,400
800 Other Objects	3,000
<b>Total Operation and Maintenance of Plant Services</b>	<b>\$2,423,604</b>
<b>2700 Student Transportation Services</b>	

Description	Amount
100 Personnel Services - Salaries	4,360
200 Personnel Services - Employee Benefits	1,900
300 Purchased Professional and Technical Services	75,000
500 Other Purchased Services	857,500
700 Property	1,000
<b>Total Student Transportation Services</b>	<b>\$939,760</b>
<b>Total Support Services</b>	<b>\$8,118,799</b>
<b>3000 Operation of Non-Instructional Services</b>	
<b>3200 Student Activities</b>	
100 Personnel Services - Salaries	242,000
200 Personnel Services - Employee Benefits	101,800
300 Purchased Professional and Technical Services	63,740
400 Purchased Property Services	21,700
500 Other Purchased Services	136,500
600 Supplies	18,725
700 Property	36,980
800 Other Objects	20,210
<b>Total Student Activities</b>	<b>\$641,655</b>
<b>Total Operation of Non-Instructional Services</b>	<b>\$641,655</b>
<b>5000 Other Expenditures and Financing Uses</b>	
<b>5200 Interfund Transfers - Out</b>	
900 Other Uses of Funds	3,612,422
<b>Total Interfund Transfers - Out</b>	<b>\$3,612,422</b>
<b>5900 Budgetary Reserve</b>	
800 Other Objects	400,000
<b>Total Budgetary Reserve</b>	<b>\$400,000</b>
<b>Total Other Expenditures and Financing Uses</b>	<b>\$4,012,422</b>
<b>TOTAL EXPENDITURES</b>	<b>\$30,079,269</b>

	<u>06/30/2019 Estimate</u>	<u>06/30/2020 Projection</u>
<u>Cash and Short-Term Investments</u>		
General Fund	3,590,946	3,332,295
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431	4,921,000	4,521,000
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
<b>Total Cash and Short-Term Investments</b>	<b>\$8,511,946</b>	<b>\$7,853,295</b>
<u>Long-Term Investments</u>		
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		

Permanent Fund

**Total Long-Term Investments**

**TOTAL CASH AND INVESTMENTS**

06/30/2019 Estimate                      06/30/2020 Projection

\$6,511,946

\$7,853,295

<u>Long-Term Indebtedness</u>	<u>06/30/2019 Estimate</u>	<u>06/30/2020 Projection</u>
<b>General Fund</b>		
0510 Bonds Payable	44,285,000	41,985,000
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total General Fund</b>	<b>\$44,285,000</b>	<b>\$41,985,000</b>

<b>Public Purpose (Expendable) Trust Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Public Purpose (Expendable) Trust Fund</b>		
<b>Other Comptroller-Approved Special Revenue Funds</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		

<b>Total Other Comptroller-Approved Special Revenue Funds</b>		
<b>Athletic / School-Sponsored Extra Curricular Activities Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Athletic / School-Sponsored Extra Curricular Activities Fund</b>		
<b>Capital Reserve Fund - \$ 650, \$1850</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		



06/30/2019 Estimate

06/30/2020 Projection

Long-Term Indebtedness

0530 Lease-Purchase Obligations  
 0540 Accumulated Compensated Absences  
 0550 Authority Lease Obligations  
 0560 Other Post-Employment Benefits (OPEB)  
 0599 Other Noncurrent Liabilities  
**Total Capital Reserve Fund - \$ 690, \$1850**  
**Capital Reserve Fund - \$ 1431**  
 0510 Bonds Payable  
 0520 Extended-Term Financing Agreements Payable  
 0530 Lease-Purchase Obligations  
 0540 Accumulated Compensated Absences  
 0550 Authority Lease Obligations  
 0560 Other Post-Employment Benefits (OPEB)  
 0599 Other Noncurrent Liabilities

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

**Other Capital Projects Fund**

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

**Total Other Capital Projects Fund**

**Debt Service Fund**

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

**Total Debt Service Fund**

**Food Service / Cafeteria Operations Fund**

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

06/30/2019 Estimate      06/30/2020 Projection

**Long-Term Indebtedness**

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

**Total Food Service / Cafeteria Operations Fund**

**Child Care Operations Fund**

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

**Total Child Care Operations Fund**

**Other Enterprise Funds**

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

**Total Other Enterprise Funds**

**Internal Service Fund**

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

**Total Internal Service Fund**

**Private Purpose Trust Fund**

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

**Total Private Purpose Trust Fund**

06/30/2019 Estimate

06/30/2020 Projection

Long-Term Indebtedness

**Investment Trust Fund**

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

**Total Investment Trust Fund**

**Pension Trust Fund**

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

**Total Pension Trust Fund**

**Activity Fund**

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

**Total Activity Fund**

**Other Agency Fund**

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

**Total Other Agency Fund**

**Permanent Fund**

- 0510 Bonds Payable
- 0520 Extended-Term Financing Agreements Payable

	<u>06/30/2019 Estimate</u>	<u>06/30/2020 Projection</u>
<b><u>Long-Term Indebtedness</u></b>		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Permanent Fund</b>	<b>\$44,285,000</b>	<b>\$41,985,000</b>
<b>Total Long-Term Indebtedness</b>		

06/30/2019 Estimate                      06/30/2020 Projection

Short-Term Payables

General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra-Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
<b>Total Short-Term Payables</b>	<b>\$44,285,000</b>	<b>\$41,985,000</b>
<b>TOTAL INDEBTEDNESS</b>		

Account Description	Amounts
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	3,014,467
<b>Total Ending Fund Balance - Committed, Assigned, and Unassigned</b>	<b>\$3,374,017</b>
<b>5900 Budgetary Reserve</b>	<b>400,000</b>
<b>Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve</b>	<b>\$3,774,017</b>

**MONTOURSVILLE AREA SCHOOL DISTRICT**

**RESOLUTION ADOPTING THE 2019 – 2020 GENERAL FUND BUDGET**

**RESOLVED** THAT THE BUDGET OF THE Montoursville Area School District, Lycoming County, Pennsylvania, as proposed, advertised, and revised, is finally adopted in the form attached hereto as the annual budget of said school district for the fiscal year beginning July 1, 2019,

**BE IT FURTHER RESOLVED** that the Board of School Directors of the Montoursville Area School District hereby authorize the appropriation and expenditure of the funds as itemized in said budget during the fiscal year beginning July 1, 2019. The necessary revenue for the same shall be provided by state appropriations; by federal funds; by a 15.70 mill real estate tax, levied herewith; and by the following taxes previously levied by this School Board as continuing taxes under Act 511, and re-levied herewith The Local Tax Enabling Act:

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

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

ATTEST:

\_\_\_\_\_  
Brandy N. Smith, Secretary

\_\_\_\_\_  
Scott W. Konkle, President

ADOPTED: June 11, 2019

**RESOLUTION**

**RESOLUTION TO LEVY A 15.70 MILL REAL ESTATE TAX**

**RESOLVED** that a tax at the rate of 15.70 mills on each dollar be levied and assessed on real estate in the Montoursville Area School District for the school year beginning July 01, 2019 as follows:

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

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

SECTION 1. A tax is hereby levied for the school year 2019–2020 on all real property in the Montoursville Area School District at the rate of 15.70 mills on each dollar or \$15.70 dollars on each \$1,000.00 of the assessed valuation thereof as contained in the assessment used for real estate tax purposes in and by Lycoming County, Pennsylvania.

SECTION 2. The tax hereby imposed shall be payable July 1, 2019 in accordance with the following schedule:

- (a) if paid on or before August 31, 2019, a discount of two percent (2%) shall be allowed.
- (b) if paid during September 2019 and October 2019, the tax shall be payable at the full amount stated in Section 1 herein.
- (c) If paid on or after November 1, 2019, the tax shall be payable at the full amount stated in Section 1 herein plus a penalty of ten percent (10%) thereon.

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

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

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

SECTION 6. The provisions of the Resolution shall become effective July 1, 2019.

SECTION 7. This tax is levied for the school year 2019–2020, but is intended to continue from year to year hereafter without reenactment, unless changes in the rate of tax or other provisions of this resolution are desired by the Board of School Directors.

ATTEST:

\_\_\_\_\_  
Brandy N. Smith, Board Secretary

\_\_\_\_\_  
Scott W. Konkle, President

ADOPTED: June 11, 2019





**MONTOURSVILLE AREA SCHOOL DISTRICT**

**2019-2020 TAX LEVY RESOLUTION**

**RESOLVED** that the Board of Directors of the Montoursville Area School District hereby levies taxes for the 2019-2020 Fiscal Year at the rates set forth below:

Real Estate	15.70 mills on each dollar (\$15.70 on each \$1,000) of the assessed valuation of real estate established by the Lycoming County Assessment Office
Earned Income and Net Profits	1.15% of earned income
Realty Transfer	½ of 1% of consideration or fair market value of real estate transferred

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

ATTEST:

\_\_\_\_\_  
Brandy N. Smith, Secretary

\_\_\_\_\_  
Scott W. Konkle, President

ADOPTED: \_\_\_\_\_ June 11, 2019

**MONTOURSVILLE AREA SCHOOL DISTRICT**  
**2019 Homestead and Farmstead Exclusion Resolution**

**RESOLVED**, by the Board of School Directors ("Board") of Montoursville Area School District ("School District"), that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2019, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2019:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$511,237.30.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$492.28.

c. **Prior year undistributed funds.** Changes to the listing of approved homestead and farmstead properties occurring after the tax reduction amount was calculated for the school year beginning July 1, 2018 resulted in undistributed funds in the amount of \$3,122.00.

d. **Aggregate amount available.** Adding the gambling tax funds, the Philadelphia tax credit reimbursement funds, and the prior year excess distribution, the aggregate amount available during the school year for real estate tax reduction is \$514,851.58.

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

a. **Homestead property number.** The number of approved homesteads within the School District is 3,867.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 49.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,916.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$514,851.58 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,916 (before considering the

assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$131.47.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$7,958.28 will be available during the school year for real estate tax reduction applicable to approximately 3,801 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$2.09. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$131.47, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$133.56.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$133.56 by the School District real estate tax rate of 15.70 mills (.01570), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$8,507, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$8,507.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8,507. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8,507. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

ATTEST:

\_\_\_\_\_  
Brandy N. Smith, Secretary

\_\_\_\_\_  
Scott W. Konkle, President

ADOPTED: \_\_\_\_\_ June 11, 2019

**MONTOURSVILLE AREA SCHOOL DISTRICT**  
**2019-2020 BID AWARDS**

**PAPER**

Contract Paper Group	\$	32,158.80
Susquehanna Paper	\$	337.35

<b>TOTAL</b>	<b>\$</b>	<b>32,496.15</b>
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**ATHLETIC SUPPLIES & EQUIPMENT**

BSN	\$	5,067.61
Deman's	\$	5,795.85
Elery Nau	\$	2,584.99
MFAC	\$	3,018.30
Riddell	\$	5,754.00
Sportsman's	\$	3,866.07
Varsity	\$	2,157.90

<b>TOTAL</b>	<b>\$</b>	<b>28,244.72</b>
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**MONTOURSVILLE AREA SCHOOL DISTRICT**  
**Authorization of Bank Account Signers**

**RESOLVED** that the Montoursville Area School District ("District") Board of School Directors ("Board") hereby revokes any previously approved bank account signers for District accounts and authorizes bank account signers for the District accounts as listed below Effective July 1, 2019:

Santander Bank General Fund:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF Payroll Fund:

- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF Capital Reserve Fund:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF Financial Security Account:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

Muncy Bank and Trust Co.

High School Activity Fund:

- Daniel D. Taormina
- Christopher R. King
- Jimi Sue Wodrig
- Brandy N. Smith

Muncy Bank and Trust Co.

Memorial Gardens Care Fund:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

Santander Bank Food Service Fund:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF Investment Account:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF Capital Project Fund:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

PSDLAF 2016 Bond Proceeds Account:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

Muncy Bank and Trust Co.

Middle School Activity Fund:

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

FNB Lockbox Checking:

- Scott W. Konkle
- William S. Ruffing
- Brandy N. Smith
- Jennifer L. Marriott

ADOPTED, by the Montoursville Area School District Board of School Directors, this 11th day of June 2019.

ATTEST:

Montoursville Area School District

\_\_\_\_\_  
 Brandy N. Smith, Secretary

\_\_\_\_\_  
 Scott W. Konkle, President

**MONTOURSVILLE AREA SCHOOL DISTRICT**  
**Lycoming County, Pennsylvania**

A RESOLUTION AUTHORIZING THE INCURRENCE OF NONELECTORAL INDEBTEDNESS AND THE ISSUANCE OF A SERIES OF GENERAL OBLIGATION BONDS IN A MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF UP TO TWELVE MILLION FIVE HUNDRED SIXTY THOUSAND DOLLARS (\$12,560,000); PROVIDING FOR MAXIMUM INTEREST RATES, MAXIMUM MATURITY AMOUNTS AND PLACE OF PAYMENT IN RESPECT TO THE BONDS; SETTING FORTH THE PARAMETERS FOR ACCEPTANCE OF A PROPOSAL AND AUTHORIZING ACCEPTANCE OF A PROPOSAL FOR THE PURCHASE OF THE BONDS; AUTHORIZING THE PROPER OFFICERS TO EXECUTE AND DELIVER THE BONDS; AUTHORIZING AND DIRECTING THE PREPARATION, CERTIFICATION AND FILING OF THE PROCEEDINGS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT; AND SETTING FORTH A FORM OF BOND.

WHEREAS, the Montoursville Area School District (the "**School District**") is granted the power by the Local Government Unit Debt Act of the Commonwealth of Pennsylvania, 53 Pa. Cons. Stat. § 8001 *et seq.*, as amended (the "**Act**"), to incur indebtedness and to issue bonds for the purpose of refunding outstanding indebtedness; and

WHEREAS, the School District has also heretofore issued its General Obligation Bond, Series A of 2015 which is presently outstanding in the principal amount of \$[9,735,000] (the "**2015A Bonds**"); and

WHEREAS, the School District has determined to currently refund all or a portion of the remaining outstanding 2015A Bonds (the "**Refunded Bonds**") in order to achieve debt service savings (collectively, the "**Refunding Program**"); and

WHEREAS, the School District has determined to finance the Refunding Program by incurring indebtedness and issuing its General Obligation Bonds, Series of 2019, in an aggregate maximum principal amount not exceeding \$12,560,000 (the "**Bonds**") in accordance with the Act; and

WHEREAS, the School District, through the adoption of this Resolution, is incurring debt under the Act in an aggregate maximum principal amount not to exceed \$12,560,000 with the intent of financing the Refunding Program through the issuance of the Bonds; and

WHEREAS, the School District, has determined that it is in the best financial interest of the School District to sell the Bonds at a private negotiated sale, and has received a proposal for the purchase of the Bonds (the "**Bond Purchase Proposal**") within the parameters set forth

herein from RBC Capital Markets, LLC (the “**Purchaser**” or “**Underwriter**”) which it desires to accept;

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of the Montoursville Area School District (the “**Board**”) and IT IS HEREBY RESOLVED, as follows:

**SECTION 1. Authorization of Issuance of Bonds and Approval of Refunding Program.** The School District hereby approves the Refunding Program as described in the recitals hereto and authorizes the incurring of indebtedness pursuant to the Act by the issuance of the Bonds in the aggregate principal amount of up to TWELVE MILLION FIVE HUNDRED SIXTY THOUSAND DOLLARS (\$12,560,000) for the purpose of providing funds for and toward the costs of the Refunding Program, including the financing expenses associated therewith, and possibly insuring the Bonds.

The Refunding Program is being undertaken by the School District for the purpose of reducing the debt service that would otherwise be payable on the Refunded Bonds in compliance with Section 8241(b)(1) of the Act, as shown in **Schedule A** attached hereto and made a part hereof, such savings amounts being estimates to produce the Savings Condition as hereinafter defined.

The 2015A Bonds were issued to finance the costs and expenses related to renovations, equipping and improvements to the Montoursville Area High School and the costs and expenses related to the issuing of the 2015A Bonds (the “**2015A Capital Improvement Program**”). The Bond Resolution authorizing the 2015A Capital Improvement Program (adopted May 12, 2015) stated that the average useful lives of the projects comprising the 2015A Capital Improvement Program are not less than thirty (30) years. The latest maturity of the Bonds, June 1, 2036, does not extend beyond the remaining useful life of the 2015A Capital Improvement Program.

It is hereby determined and stated that the Bonds are scheduled to mature in accordance with the limitations set forth in Section 8142 of the Act.

The Bonds are to be sold and delivered as hereinafter provided. The School District reserves the right to not issue any Bonds, issue the Bonds in an amount less than the maximum principal amount authorized hereunder and to cancel any unused authorization hereunder in accordance with the terms of the Act.

**SECTION 2. Establishment of Parameters for Bonds.** The School District hereby establishes that the Bonds authorized hereunder shall be subject to the following parameters: (a) the Bonds shall not exceed TWELVE MILLION FIVE HUNDRED SIXTY THOUSAND DOLLARS (\$12,560,000) in aggregate principal amount; (b) the Bonds shall not mature later than a date which does not extend beyond the School District’s fiscal year ending June 30, 2036; (c) the purchase price for the Bonds (the principal amount of the Bonds, less underwriter’s discount, less original issue discount, plus original issue premium) shall not be less than 95% nor more than 125% of the principal amount of the Bonds; (d) the Underwriter’s discount shall not exceed nine dollars (\$9.00) per \$1,000 Bond; (e) the net present value savings resulting from the Refunding Program (“**Savings Condition**”) shall not be less than one percent (1%) of refunded principal net of costs of issuance of the Bonds; (f) the maximum principal amounts of each

maturity or mandatory sinking fund redemption on the Bonds shall not exceed those stated on **Schedule B** attached hereto and made a part hereof; (g) the interest rates on the Bonds shall not exceed six percent (6.00%) per annum (the "**Maximum Rate**"); (h) the Bonds may have any number of interest rates and yields, provided that, in accordance with Section 8144 of the Act, no yield for any stated maturity date in the last two-thirds of the period of the Bonds shall be less than the yield for the immediately preceding year which falls within the last two-thirds period of the Bonds; and (i) the Bonds shall be subject to optional redemption prior to maturity, in whole or in part, not later than the first interest payment date following the tenth (10<sup>th</sup>) anniversary of the dated date of the Bonds.

The School District hereby acknowledges receipt of a Bond Purchase Proposal from the Purchaser pursuant to which the School District agrees to sell its Bonds to the Purchaser subject to the Purchaser satisfying the conditions and parameters set forth therein. A copy of the Bond Purchase Proposal shall be delivered to the Secretary of the School District and shall be affixed to and shall become part of this Resolution.

If and when market conditions permit the Purchaser to sell the Bonds and meet the Savings Condition and other parameters set forth herein, and the School District desires to proceed to issue the Bonds, the President or Vice President of the Board and the Purchaser, shall determine the final terms of the Bonds, within the parameters set forth in the Bond Purchase Proposal and this Resolution. The Purchaser shall present the final terms of the Bonds in an Addendum to Bond Purchase Proposal (the "**Addendum**") and submit the Addendum to the School District for approval and acceptance. Upon a determination by the School District's Director of Business Affairs, and Bond Counsel that the Addendum meets the parameters set forth herein, the President or Vice President of the Board is hereby authorized and directed to execute the Addendum, and deliver an executed copy of the same to the Purchaser and the Secretary of the School District.

**SECTION 3. Non-Electoral Debt.** All of the debt incurred hereunder shall be non-electoral debt.

**SECTION 4. Execution of Debt Statement and Bonds and Filing of Debt Proceedings.** The President and Secretary of the Board or the Vice President or Treasurer, in the absence of the President or Secretary, respectively, or any duly appointed successors, as the case may be, are hereby directed to prepare and certify and to file the Debt Statement required by Section 8110 of the Act, to execute and deliver the Bonds to the Purchaser, and to prepare and certify all filings required pursuant to Section 8111 of the Act, pertaining to submission to the Pennsylvania Department of Community and Economic Development (the "**Department**"), of the transcript of the proceedings, which shall include certified copies of this Resolution, proofs of proper publication, the accepted proposal for the purchase of the Bonds and such other documents as may be necessary in connection with the same and to take all such further action and to execute and deliver such other documents as may be necessary or appropriate to comply with all requirements of the Act or to carry out the intent and purposes of this Resolution.

**SECTION 5. Terms and Form of Bonds.** The Bonds when issued shall be general obligation bonds issued in fully registered form and shall be in the denomination of FIVE THOUSAND DOLLARS (\$5,000), or in any integral multiple thereof within the



limitations provided herein. The Bonds shall be issued in the maximum aggregate principal amount of not more than \$12,560,000, shall be dated as determined in accordance with the final terms of the Bonds (the “**Bond Issuance Date**”), shall bear interest from the Bond Issuance Date at the rates per annum in accordance with and within the parameters established pursuant hereto, all as set forth herein and in the Bond Purchase Proposal and Addendum, and shall mature on those dates contained therein, but in no event later than a date which does not extend beyond the School District’s fiscal year ending June 30, 2036. The Bonds shall be payable at the place and in the manner and shall be substantially in the Form of Bond attached hereto as Schedule C and made a part hereof.

The Bonds are being amortized so that the debt service on all outstanding debt of the School District following the issuance of the Bonds will be brought more nearly into an overall level annual debt service plan as shown on the combined debt service schedule attached hereto as Schedule D and made a part hereof.

**SECTION 6. Appointment of Paying Agent and Sinking Fund Depository.**

Manufacturers and Traders Trust Company, Harrisburg, Pennsylvania or Buffalo, New York, is hereby appointed to serve as paying agent, bond registrar and sinking fund depository (the “**Paying Agent**”) for the Bonds and the President and Secretary of the Board, or the Vice President or Treasurer (or any Assistant or Acting Secretary or Treasurer appointed for such purpose), or any duly appointed successor, as the case may be, are directed to contract with the Paying Agent to obtain its services in the aforementioned capacities. The School District shall cause to be kept, and the Paying Agent is hereby directed to keep, at the designated corporate trust offices of the Paying Agent, books for the registration, exchange and transfer of Bonds in the manner provided herein and therein so long as Bonds shall remain outstanding. The Paying Agent is hereby directed to make such registrations, exchanges and transfers without charge to bondholders, except for actual costs, including postage, insurance and any taxes or other governmental charges required to be paid with respect to the same.

**SECTION 7. Establishment of Sinking Fund.** The School District covenants that there shall be and there is hereby established and that it shall hereafter maintain a sinking fund for the Bonds (the “**Sinking Fund**”) to be held by the Paying Agent (or such substitute or successor Paying Agent which shall hereafter be appointed in accordance with the provisions of the Act) in the name of the School District, but subject to withdrawal only by the Paying Agent.

The School District covenants and agrees to deposit in the Sinking Fund no later than each interest and principal payment date for the Bonds, the debt service payable on the Bonds on such dates, as set forth in the Paying Agent Agreement. Monies in the Sinking Fund shall be subject to withdrawal by the Paying Agent only to pay the principal and interest on the Bonds as the same becomes due and payable in accordance with the terms thereof. The principal of and interest on the Bonds shall be payable in lawful money of the United States of America at the designated corporate trust office(s) of the Paying Agent.

Pending application to the purpose for which the Sinking Fund is established, the President of the Board of School Directors or the Secretary or Treasurer of the School District is hereby authorized and directed to cause the monies therein to be invested or deposited and insured or secured as permitted and required by Section 8224 of the Act. All income received on

such deposits or investments of monies in the Sinking Fund during each applicable period shall be added to the Sinking Fund and shall be credited against the deposit next required to be made in the Sinking Fund. As provided in the Act, all money deposited in the Sinking Fund and all investments and proceeds of investments thereof shall, without further action or filing, be subject to a perfected security interest for the holders of the Bonds until such money or investments shall have been properly disbursed or sold.

The Paying Agent is hereby authorized and directed, without further action by the School District, to pay from the Sinking Fund the principal of and interest on, and the Bonds as the same become due and payable in accordance with the terms thereof and the School District hereby covenants that such monies, to the extent required, will be applied to such purpose.

All monies deposited in the Sinking Fund for the payment of the Bonds which have not been claimed by the registered owners thereof after two (2) years from the date when payment is due, except where such monies are held for the payment of outstanding checks, drafts or other instruments of the Paying Agent, shall be returned to the School District. Nothing contained herein shall relieve the School District of its liability to the registered owners of the unrepresented Bonds. The School District hereby covenants that such monies, to the extent required, will be applied to such purpose.

**SECTION 8. Covenant to Pay Bonds.** The School District covenants that, to the fullest extent authorized under law:

(a) The amount of the debt service with respect to the Bonds payable in each fiscal year shall be included in the School District budget for that year;

(b) The School District shall appropriate such amounts from its general revenues necessary for the payment of such debt service;

(c) It shall duly and punctually pay, or cause to be paid from its sinking fund or any other of its revenues or funds, the principal of and interest due upon the Bonds, to the extent of its obligation, on the dates, at the places and in the manner stated in the Bonds, according to the true intent and meaning thereof; and

(d) For such payment, budgeting and appropriation the School District hereby irrevocably pledges its full faith, credit and taxing power.

The covenant contained in this Section shall be specifically enforceable.

**SECTION 9. Sale of Bonds.** In compliance with Section 8161 of the Act and after due consideration, the Board of School Directors hereby determines that a private sale by negotiation is in the best financial interest of the School District. The Bonds shall be sold at private sale by negotiation pursuant to the Bond Purchase Proposal approved below.

**SECTION 10. Acceptance of Bond Purchase Proposal for Purchase of Bonds.** The Bond Purchase Proposal presented at this meeting by the Purchaser is hereby found by this Board to be in conformity with the requirements of the Act and of this Resolution for the

purchase and sale of the Bonds and is hereby accepted, and the Bonds are hereby awarded to the Purchaser subject to the provisions of Section 2 of this Resolution and the submission of an Addendum to the Bond Purchase Agreement by the Purchaser in connection with the Bonds at the time of issuance of the Bonds satisfying the parameters set forth herein. The officers of the School District are hereby authorized to deliver the Bonds to the Purchaser upon receipt of the purchaser price therefor and upon compliance with all of the conditions precedent to such delivery required by the Act, the Resolution and the Bond Purchase Proposal.

**SECTION 11. Execution, Authentication and Delivery of Bonds.** The Bonds, when issued, shall be executed by the President or Vice President of the Board and shall have the corporate seal of the School District affixed thereto and be duly attested by the Secretary or Treasurer (or any Assistant or Acting Secretary or Treasurer appointed for such purpose) of the Board of School Directors. The Bonds shall be authenticated by the manual signature of the Paying Agent. Furthermore, the President or Vice President and Secretary (or any acting Secretary or Treasurer appointed for such purpose) are authorized and directed to deliver the Bonds, but only after the Department has certified its approval pursuant to Section 8204 of the Act, and to execute and deliver such other documents and to take such other action as may be necessary or appropriate in order to effectuate the issuance, sale and delivery of the Bonds, all in accordance with this Resolution, the Act and the Bond Purchase Proposal.

**SECTION 12. Appointment of Securities Depository.** The Depository Trust Company, New York, New York (“DTC”), shall act as securities depository for the Bonds on behalf of the firms which participate in the DTC book-entry system (“DTC Participants”). The ownership of one fully registered Bond for each maturity of the Bonds will be registered in the name of Cede & Co., as nominee for DTC. Each bond will be in the aggregate principal amount of such maturity as established in accordance with the final terms of the Bonds within the parameters set forth herein shown on **Schedule B** attached hereto and as accepted by the School District in accordance with Section 2 hereof. The School District shall cause the Bonds to be delivered to DTC for the benefit of the Purchaser on or before the date of issuance of the Bonds.

Pursuant to the book-entry only system, any person for whom a DTC Participant acquires an interest in the Bonds (the “Beneficial Owner”) will not receive certificated Bonds and will not be the registered owner thereof. Ownership interest in the Bonds may be purchased by or through DTC Participants. Each DTC Participant will receive a credit balance in the records of DTC in the amount of such DTC Participant’s interest in the Bonds, which will be confirmed in accordance with DTC’s standard procedures. Receipt by the Beneficial Owners (through any DTC Participant) of timely payment of principal, premium, if any, and interest on the Bonds, is subject to DTC making such payment to DTC Participants and such DTC Participants making payment to Beneficial Owners. Neither the School District nor the Paying Agent will have any direct responsibility or obligation to such DTC Participants or the persons for whom they act as nominees for any failure of DTC to act or make any payment with respect to the Bonds.

The School District is authorized to execute such documents as may be necessary or desirable in connection with DTC’s services as securities depository. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the School District and discharging its responsibilities with respect thereto under applicable law.

Under such circumstances, the School District officials then holding the offices set forth in Section 25 of this Resolution are hereby authorized to designate a successor securities depository or to deliver certificates to the Beneficial Owners of the Bonds.

**SECTION 13. Redemption Provisions.** The Bonds shall be subject to redemption prior to maturity at the option of the School District, in whole or in part, and if in part, in such order of maturity or portion of a maturity as the School District shall select and within a maturity by lot by the Paying Agent, on or after a date specified by the Purchaser and agreed to by the School District which shall not be later than the first interest payment date following the tenth (10<sup>th</sup>) anniversary of the dated date of the Bonds and as set forth in the applicable Addendum to the Bond Purchase Agreement, upon payment of a redemption price of 100% of the principal amount plus accrued interest to the date fixed for redemption. Specific redemption provisions, including mandatory redemption provisions, if any, will be set forth in the Bonds.

The School District may, in its discretion, instruct the Paying Agent to purchase all or a portion of the Bonds subject to being drawn for redemption in any such year (at a price not to exceed the principal amount plus accrued interest) from money in the relating Sinking Fund or money tendered from the School District to the Paying Agent for such purpose.

The Paying Agent shall give notice of any such redemption by first-class mail, postage prepaid, mailed not less than twenty (20) nor more than sixty (60) days prior to the redemption date to each registered owner of Bonds to be redeemed at its registered address as it appears on the bond register maintained by the Paying Agent, or such other notice of redemption as deemed appropriate. Such notice having been mailed and funds sufficient for redemption having been deposited with the Paying Agent, the Bonds so called for redemption shall become due and payable on the date fixed for redemption and interest thereafter shall cease to accrue thereon, whether such Bonds shall be presented for payment or not.

**SECTION 14. Limitation on Indebtedness.** It is declared that the debt incurred hereby, together with any other indebtedness of this School District, is not in excess of any limitation imposed by the Act upon the incurring of debt by the School District.

**SECTION 15. Federal Tax Covenants.** The School District hereby covenants not to take or omit to take any action so as to cause interest on the Bonds to be no longer excluded from gross income for the purposes of federal income taxation and to otherwise comply with the requirements of Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended (the "**Code**"), and all applicable regulations promulgated with respect thereto throughout the term of the Bonds. The School District further covenants that it will make no investments or other use of the proceeds of the Bonds which would cause the Bonds to be "arbitrage bonds" as defined in Section 148 of the Code. The School District further covenants to comply with the rebate requirements contained in Section 148(f) of the Code and any regulations promulgated thereunder, to the extent applicable, and to pay any interest or penalty imposed by the United States for failure to comply with said rebate requirements, to the extent applicable.

The School District hereby represents and warrants, after due investigation and to the best of its knowledge, that (i) the Bonds are not "private activity bonds" within the meaning of

Section 141 of the Code and (ii) the aggregate amount of “qualified tax-exempt obligations” within the meaning of Section 265(b)(3)(B) of the Code (which includes qualified 501(c)(3) bonds but not any other private activity bonds) issued or to be issued by the School District (and all other issuers which must be aggregated with the School District pursuant to the Code) which are not “deemed designated,” during the 2019 calendar year, including the Bonds, is not reasonably expected to exceed \$10,000,000. The School District hereby designates the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3)(B) of the Code. The School District hereby authorizes the proper officers of the School District to execute a certificate to that effect at the time of the closing.

**SECTION 16. Continuing Disclosure.** In connection with the issuance of the Bonds, the School District hereby authorizes and directs the appropriate officers to execute and deliver a Continuing Disclosure Agreement or a supplement to an existing Continuing Disclosure Agreement (the “**Continuing Disclosure Agreement**”) in form approved by the executing officer, such approval to be conclusively evidenced by his or her execution thereof. The School District further covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provisions of this Resolution, failure of the School District to comply with the Continuing Disclosure Agreement shall not be considered an event of default hereunder or under the Bonds; however, the Paying Agent, any Participating Underwriter (as defined in the Continuing Disclosure Agreement), or any Bondholder may take such actions as may be necessary and appropriate, including specific performance by court order, to cause the School District to comply with its obligations under this Section.

**SECTION 17. Approval of Official Statement.** The appropriate officer of the School District authorized by Section 2 of this Resolution to accept the final terms of the Bonds in accordance with such Section 2 is hereby further authorized to approve the Preliminary Official Statement for the Bonds in connection with the public offering and sale of the Bonds by the Purchaser, and such Preliminary Official Statement as so approved shall be “deemed final” by the School District as of its date for purposes of United States Securities and Exchange Commission Rule 15c2-12.

A final Official Statement to be dated the date of the Addendum to the Bond Purchase Agreement setting forth the final terms of the Bonds, substantially in the form of the Preliminary Official Statement, with such additions and other changes, if any, as may be approved by the appropriate officer of the School District, with the advice of the School District’s Financial Advisor, Solicitor and Bond Counsel, and containing the final terms of the Bonds, shall be prepared and delivered to the Purchaser within seven (7) business days from the date of the Addendum to the Bond Purchase Agreement, and the School District hereby approves the use thereof in connection with the public offering and the sale of the Bonds.

**SECTION 18. Bond Insurance.** If the accepted Addendum to the Bond Purchase Agreement for the purchase of the Bonds is based on insurance for the Bonds, the officers of the School District are hereby authorized to purchase a policy of insurance guaranteeing the payment of the principal of and interest on the Bonds, to pay the premium for such policy from the proceeds of the Bonds and to execute such documents as may be necessary to effect the issuance of such policy. If applicable, the Bonds may include a statement of the terms of such insurance

policy and the Authentication Certificate of the Paying Agent appearing on each Bond may include a statement confirming that the original or a copy of the insurance policy is on file with the Paying Agent.

**SECTION 19. Refunding of Refunded Bonds.** Subject only to settlement for the Bonds, which issuance of Bonds provides for the current refunding of the Refunded Bonds, the School District hereby authorizes the prepayment in full of the Refunded Bonds. The President or Vice President of the Board is hereby authorized, with the advice and recommendation of the School District's Bond Counsel, to determine the date of prepayment in full of the Refunded Bonds. The School District shall deliver timely written notice of prepayment in full to FNB Bank, NA, as Paying Agent for the 2015A Bond (the "2015A Bond Paying Agent"). The President or Vice President of the Board is hereby authorized to execute such written notice and to deliver the same to the 2015A Bond Paying Agent on behalf of the School District and to take any and all action necessary to carry out the intent of this Resolution and effectuate the refunding of the Refunded Bonds. The School District hereby gives and grants the 2015A Bond Paying Agent fully authority to do and perform all and every act and thing whatsoever requisite and necessary to carry out the intent of this Resolution and effectuate the refunding of the Refunded Bonds as the School District might do on its own behalf, and hereby ratifies and confirms all that said 2015A Bonds Paying Agent shall do or cause to be done by virtue thereof.

**SECTION 20. Covenant to Pledge Sufficient Funds.** The School District hereby covenants and agrees that, concurrently with the issuance of and payment for the Bonds:

(a) The School District will have irrevocably pledged with the escrow agent, amounts sufficient, together with interest, if any, to be earned thereon, to pay: (i) all interest on the Refunded Bonds to the date of redemption thereof; and (ii) the principal of the Refunded Bonds to and including the date of redemption thereof so that such refunded bonds will no longer be outstanding under the Act; and

(b) Such escrow agent for the Refunded Bonds will have invested the monies required by such Redemption Document relating to the Refunded Bonds in accordance with its terms.

**SECTION 21. Application of Bond Proceeds.** The purchase price for the Bonds shall be paid to the Paying Agent on behalf of the School District. Upon receipt of such funds, the Paying Agent shall deposit the same in a settlement account. From the settlement account, the Paying Agent shall transfer to the 2015A Bonds Paying Agent the amount required to effect the refunding of the Refunded Bonds as provided in Section 19 hereof. The final amounts of the issuance costs shall be set forth in instructions, the execution and delivery of which on behalf of the School District shall constitute the approval of such costs. Any net proceeds of the Bonds remaining after provisions for payment of the foregoing items shall be deposited in the Sinking Fund established for the Bonds to be used to pay a portion of the first interest payment due on the Bonds.

**SECTION 22. Confirmation of Appointment of Professional Advisors.** The School District hereby confirms the appointment of Saul Ewing Arnstein & Lehr LLP, Philadelphia,

Pennsylvania, as bond counsel ("**Bond Counsel**") in connection with the refunding described in this Resolution currently anticipated to be undertaken in calendar year 2019.

**SECTION 23. Act Applicable to Bonds.** This Resolution is adopted pursuant to, and the Bonds issued hereunder shall be subject to, the provisions of the Act and all the mandatory provisions thereof shall apply hereunder whether or not explicitly stated herein.

**SECTION 24. Contract with Bond Owners.** This Resolution constitutes a contract with the registered owners of the Bonds outstanding hereunder and shall be enforceable in accordance with the provisions of the laws of the Commonwealth of Pennsylvania.

**SECTION 25. Further Actions.** The President and Vice President and Secretary or Treasurer (or any Assistant or Acting Secretary or Treasurer appointed for such purpose), or any duly appointed successors, as the case may be, in the name of and on behalf of the School District are hereby authorized to execute any agreements, instruments or documents and to do or cause to be done any and all acts and things deemed necessary or appropriate for the carrying out of the purposes of this Resolution and to comply with the Act.

**SECTION 26. Severability.** In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of the School District that such remainder shall be and shall remain in full force and effect.

**SECTION 27. Repealer.** All prior resolutions or parts thereof inconsistent herewith, are hereby repealed.

**SECTION 28. Effective Date.** This Resolution shall take effect on the earliest date permitted by the Act.

Adopted: June 11, 2019

**SCHEDULE A**

**SCHEDULE OF DEBT SERVICE SAVINGS<sup>1</sup>**

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<sup>1</sup> Based on assumed market interest rates approximating those which are necessary to meet the "Savings Condition" specified in this Resolution.



**SCHEDULE B**

**MAXIMUM ANNUAL DEBT SERVICE SCHEDULE AT MAXIMUM INTEREST RATE**

**BOND DEBT SERVICE**

**Montoursville Area School District  
2019 Max Parameters Schedule**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
12/01/2019			280,506.67	280,506.67	
06/01/2020	25,000	6.000%	376,800.00	401,800.00	682,306.67
12/01/2020			376,050.00	376,050.00	
06/01/2021	25,000	6.000%	376,050.00	401,050.00	777,100.00
12/01/2021			375,300.00	375,300.00	
06/01/2022	25,000	6.000%	375,300.00	400,300.00	775,600.00
12/01/2022			374,550.00	374,550.00	
06/01/2023	25,000	6.000%	374,550.00	399,550.00	774,100.00
12/01/2023			373,800.00	373,800.00	
06/01/2024	760,000	6.000%	373,800.00	1,133,800.00	1,507,600.00
12/01/2024			351,000.00	351,000.00	
06/01/2025	810,000	6.000%	351,000.00	1,162,000.00	1,512,000.00
12/01/2025			326,700.00	326,700.00	
06/01/2026	835,000	6.000%	326,700.00	1,161,700.00	1,488,400.00
12/01/2026			301,650.00	301,650.00	
06/01/2027	870,000	6.000%	301,650.00	1,171,650.00	1,473,300.00
12/01/2027			275,550.00	275,550.00	
06/01/2028	905,000	6.000%	275,550.00	1,180,550.00	1,456,100.00
12/01/2028			248,400.00	248,400.00	
06/01/2029	950,000	6.000%	248,400.00	1,198,400.00	1,446,800.00
12/01/2029			219,900.00	219,900.00	
06/01/2030	975,000	6.000%	219,900.00	1,194,900.00	1,414,800.00
12/01/2030			190,650.00	190,650.00	
06/01/2031	1,005,000	6.000%	190,650.00	1,195,650.00	1,386,300.00
12/01/2031			160,500.00	160,500.00	
06/01/2032	1,025,000	6.000%	160,500.00	1,185,500.00	1,346,000.00
12/01/2032			129,750.00	129,750.00	
06/01/2033	1,045,000	6.000%	129,750.00	1,174,750.00	1,304,500.00
12/01/2033			98,400.00	98,400.00	
06/01/2034	1,070,000	6.000%	98,400.00	1,168,400.00	1,266,800.00
12/01/2034			66,300.00	66,300.00	
06/01/2035	1,095,000	6.000%	66,300.00	1,161,300.00	1,227,600.00
12/01/2035			33,450.00	33,450.00	
06/01/2036	1,115,000	6.000%	33,450.00	1,148,450.00	1,181,900.00
	12,560,000		8,461,206.67	21,021,206.67	21,021,206.67

**SCHEDULE C**

**FORM OF BOND**

**UNITED STATES OF AMERICA**

**COMMONWEALTH OF PENNSYLVANIA**

**MONTOURSVILLE AREA SCHOOL DISTRICT  
(Lycoming County, Pennsylvania)**

**GENERAL OBLIGATION BOND, SERIES OF 2019**

No. R- \_\_\_\_\_ \$ \_\_\_\_\_

<b>INTEREST RATE</b>	<b>MATURITY DATE</b>	<b>DATED DATE</b>	<b>CUSIP</b>
_____%	_____, _____	_____, 20____	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL SUM: \_\_\_\_\_ DOLLARS

Montoursville Area School District, Lycoming County, Pennsylvania (the “**School District**”), for value received, hereby promises to pay to the registered owner hereof on the maturity date set forth above the principal sum set forth above, and to pay interest thereon from \_\_\_\_\_, 20\_\_ or the most recent Interest Payment Date to which interest has been paid or duly provided for, initially on \_\_\_\_\_, \_\_\_\_ and semiannually thereafter on \_\_\_\_\_ and \_\_\_\_\_ of each year (each, an “**Interest Payment Date**”), at the annual rate specified above, calculated on the basis of a 360-day year of twelve 30-day months until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for or, if no interest has been paid, from \_\_\_\_\_, \_\_\_\_\_. The principal of this Bond is payable upon presentation and surrender hereof at the corporate trust office of Manufacturers and Traders Trust Company in Harrisburg, Pennsylvania or Buffalo, New York (the “**Paying Agent**”). Interest on this Bond will be paid on each Interest Payment Date by check mailed to the person in whose name this Bond is registered on the registration books of the School District maintained by the Paying Agent, as bond registrar, at the address appearing thereon at the close of business on the fifteenth (15<sup>th</sup>) day (whether or not a business day) immediately preceding such Interest Payment Date (the “**Regular Record Date**”). Any such interest not so timely paid or duly provided for shall cease

to be payable to the person who is the registered owner hereof as of the Regular Record Date, and shall be payable to the person who is the registered owner hereof at the close of business on a Special Record Date for the payment of such defaulted interest. Such Special Record Date shall be fixed by the Paying Agent whenever monies become available for payment of the defaulted interest, and notice of the Special Record Date and payment date for such interest shall be given by first class mail to the registered owners of the Bonds not less than fifteen (15) days prior to the Special Record Date. Such notice shall be mailed to the persons in whose names such Bonds are registered at the close of business on the fifth (5th) day preceding the date of mailing. The principal of and interest on this Bond are payable in lawful money of the United States of America.

Notwithstanding the foregoing, so long as this Bond is registered in the name of The Depository Trust Company or Cede & Co., payment of principal, redemption premium (if any) and interest on this Bond shall be made by wire transfer to The Depository Trust Company.

This Bond is one of a duly authorized issue of General Obligation Bonds, Series of 2019, of the School District in the aggregate principal amount of \$\_\_\_\_\_ (the "**Bonds**"), issued in fully registered book-entry form in the denomination of \$5,000 or any integral multiple thereof, all of like date and tenor, except as to dates of maturity, rates of interest and provisions for redemption, and all issued in accordance with the Local Government Unit Debt Act of the Commonwealth of Pennsylvania, 53 Pa. Cons. Stat. § 8001 *et seq.*, as amended (the "**Act**"), and pursuant to a resolution of the Board of School Directors of the School District duly adopted on June 11, 2019 (the "**Resolution**"). The Bonds are issued for the purpose of financing the current refunding of all or a portion of the School District's outstanding General Obligation Bonds, Series A of 2015 and paying the costs of issuing [and insuring] the Bonds.

Under the laws of the Commonwealth of Pennsylvania, this Bond and the interest thereon shall at all times be free from taxation within the Commonwealth of Pennsylvania, but this exemption shall not extend to gift, estate, succession or inheritance taxes or to any other taxes not levied or assessed directly on this Bond or the interest thereon. Profits, gains or income derived from the sale, exchange, or other disposition of this Bond are subject to state and local taxation.

The Bonds maturing on or after \_\_\_\_\_, \_\_\_\_\_ are subject to redemption prior to maturity at the option of the School District on \_\_\_\_\_, \_\_\_\_\_ or any date thereafter, as a whole or from time to time in part, in such order of maturity or portion of each maturity as may be designated by the School District and within a maturity by lot by the Paying Agent, upon payment of a redemption price of 100% of the principal amount, together with accrued interest to the date fixed for redemption.

If less than an entire year's maturity of Bonds are to be redeemed at any particular time, such Bonds so to be called for redemption shall be chosen by lot by the Paying Agent.

The Bonds stated to mature on \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_, \_\_\_\_\_ (the "**Term Bonds**") are subject to mandatory redemption prior to their stated maturity in order of maturity and within a maturity by lot by the School District from monies to be deposited in the Sinking

Fund established under the Resolution at a redemption price of 100% of principal amount together with accrued interest to the date fixed for redemption. The School District hereby covenants that it will cause the Paying Agent to select by lot, to give notice of redemption and to redeem Term Bonds at said price from monies deposited in the Sinking Fund sufficient to effect such redemption (to the extent that Term Bonds of the maturity currently required to be redeemed shall not have been previously purchased from said monies by the School District as permitted under the Resolution) on \_\_\_\_\_ of the years, in the annual principal amounts and from the maturities set forth in the following schedule (or such lesser principal amount as shall at the time represent all Term Bonds of the maturity currently required to be redeemed which shall then be outstanding):

**Mandatory Redemption Schedule**

<b>Redemption Date (_____)</b>	<b><u>Principal Amount to be Redeemed or Purchased</u></b>	<b><u>Maturity From Which to Be Selected</u></b>
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\*Stated Maturity.

For the purpose of selection of Bonds for redemption, any Bond of a denomination greater than \$5,000 shall be treated as representing such number of separate Bonds, each of the denomination of \$5,000, as is obtained by dividing the actual principal amount of such Bond by \$5,000. Any Bond which is to be redeemed only in part shall be surrendered at the corporate trust payment office of the Paying Agent, together with a duly executed instrument of transfer in form satisfactory to the Paying Agent, and the registered owner of such Bond shall receive, without service charge, a new Bond or Bonds of any authorized denomination as requested by such registered owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

On the date designated for redemption and upon deposit with the Paying Agent of funds sufficient for payment of the principal of and accrued interest on the Bonds called for redemption, interest on the Bonds or portions thereof so called for redemption shall cease to accrue and the Bonds or portions thereof so called for redemption shall cease to be entitled to any benefit or security under the Resolution, and registered owners of the Bonds so called for

redemption shall have no rights with respect to the Bonds or portions thereof so called for redemption, except to receive payment of the principal of and accrued interest on the Bonds so called for redemption to the date fixed for redemption.

Notice of any redemption shall be given by first-class mail, postage prepaid, mailed by the Paying Agent not less than twenty (20) nor more than sixty (60) days before the redemption date to the registered owners of the Bonds at their addresses as they appear on the Bond register maintained by the Paying Agent. Such notice shall also be sent to The Depository Trust Company and the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") site. Such notice shall be given in the name of the School District, shall identify the Bonds to be redeemed (and, in the case of a partial redemption of any Bonds, the respective principal amounts thereof to be redeemed), shall specify the redemption date and the redemption price, and shall state that on the redemption date the Bonds called for redemption will be payable at the corporate trust payment office of the Paying Agent and that from the date of redemption interest will cease to accrue. The Paying Agent shall use CUSIP numbers (if then generally in use) in notices of redemption as a convenience to Bond owners, provided that any such notice shall state that no representation is made as to the correctness of such numbers either as printed on the Bonds or as contained in any notice of redemption and that reliance may be placed only on the identification numbers prefixed R- printed on the Bonds. Failure to mail any notice of redemption, or any defect therein, or in the mailing thereof, with respect to any Bond shall not affect the validity of any proceeding for the redemption of other Bonds so called for redemption.

With respect to any optional redemption of the Bonds, if at the time of mailing such notice of redemption, the School District shall not have deposited with the Paying Agent monies sufficient to redeem all the Bonds called for redemption, such notice may state that it is conditional, that is, subject to the deposit of the redemption monies with the Paying Agent not later than the redemption date, and such notice shall be of no effect unless such monies are so deposited.

The Bonds are transferable by the registered owners thereof, subject to payment of any required tax, fee or other governmental charge, upon presentation and surrender at the corporate trust payment office of the Paying Agent, together with a duly executed instrument of transfer in form satisfactory to the Paying Agent. The Paying Agent shall not be required: (i) to issue, transfer or exchange any of the Bonds during a period beginning at the close of business on the fifth (5<sup>th</sup>) day next preceding the day of selection of Bonds to be redeemed and ending at the close of business on the day on which such notice is given, or (ii) to transfer or exchange any Bond selected for redemption in whole or in part.

The School District and the Paying Agent may treat the person in whose name this Bond is registered on the Bond register maintained by the Paying Agent as the absolute owner of this Bond for all purposes and neither the School District nor the Paying Agent shall be affected by any notice to the contrary.

So long as the Bonds are issued in book-entry form, actual bond certificates are not available for distribution to the beneficial owners and the principal, redemption premium (if any), purchase price and interest on the Bonds are payable to Cede & Co., as nominee of the

Securities Depository. Transfer of principal, redemption premium (if any) and interest payments to participants of the Securities Depository is the responsibility of the Securities Depository; transfers of principal, redemption premium (if any) and interest to beneficial owners of the Bonds by participants of the Securities Depository will be the responsibility of such participants and other nominees of beneficial owners. The School District and the Paying Agent are not responsible or liable for maintaining, supervising or reviewing the records maintained by the Securities Depository, its participants or persons acting through such participants. If the Bonds are no longer registered to a Securities Depository or its nominee, this Bond may be registered as transferred only upon the registration books kept for that purpose at the corporate trust payment office of the Paying Agent by the registered owner hereof in person, or by his or her attorney duly authorized in writing, upon presentation and surrender to the Paying Agent of this Bond duly endorsed for registration of transfer or accompanied by an assignment duly executed by the registered owner or his or her attorney duly authorized in writing, and thereupon a new registered certificate, in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor. In addition, if the Bonds are no longer registered to a Securities Depository, this Bond may be exchanged by the registered owner hereof or his or her duly authorized attorney upon presentation at the corporate trust payment office of the Paying Agent for an equal aggregate principal amount of Bonds of the same rate of interest and maturity and in any authorized denomination in the manner, subject to the conditions and upon payment of charges, if any, provided in the Resolution.

No recourse shall be had for the payment of the principal of or interest on this Bond, or for any claim based hereon, against any member, officer or employee, past, present or future, of the School District or of any successor body, as such, either directly or through the School District or through any such successor body, under any constitutional provision, statute or rule of law, or by the enforcement of any assessment or by any legal or equitable proceeding or otherwise, and all such liability of such members, officers or employees is released as a condition of and as consideration for the execution and issuance of this Bond.

Whenever the due date for payment of interest on or principal of this Bond shall be a Saturday, Sunday, a legal holiday or a day on which banking institutions in the jurisdiction in which the corporate trust payment office of the Paying Agent is located are authorized or directed by law or executive order to close (a "Holiday"), then the payment of such interest or principal need not be made on such date, but may be made on the succeeding day which is not a Holiday, with the same force and effect as if made on the due date for payment of principal or interest.

It is hereby certified that the approval of the Department of Community and Economic Development of the Commonwealth of Pennsylvania for the School District to issue and deliver this Bond has been duly given pursuant to the Act; that all acts, conditions and things required by the laws of the Commonwealth of Pennsylvania to exist, to have happened or to have been performed, precedent to or in the issuance of this Bond or in the creation of the debt of which this Bond is evidence, exist, have happened and have been performed in regular and due form and manner as required by law; that this Bond, together with all other indebtedness of the School District, is within every debt and other limit prescribed by the Constitution and the statutes of the Commonwealth of Pennsylvania; that the School District has established a sinking

fund for the Bonds and shall deposit therein amounts sufficient to pay the principal of and interest on the Bonds as the same shall become due and payable; and that for the prompt and full payment of all obligations of this Bond, the full faith, credit and taxing power of the School District are hereby irrevocably pledged.

This Bond shall not be entitled to any benefit under the Resolution or be valid or become obligatory for any purpose until this Bond shall have been authenticated by the Paying Agent by execution of the certificate endorsed hereon.

IN WITNESS WHEREOF, the Montoursville Area School District, Lycoming County, Pennsylvania has caused this Bond to be signed in its name and on its behalf by the manual signature of the President of its Board of School Directors and an impression of its corporate seal to be hereunto affixed, duly attested by the manual signature of the School District Secretary.

MONTOURSVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_  
President, Board of School Directors

Attest: \_\_\_\_\_  
School District Secretary

(SCHOOL DISTRICT SEAL)



**AUTHENTICATION CERTIFICATE**

This Bond is one of the Montoursville Area School District General Obligation Bonds, Series of 2019, described in the within mentioned Resolution.

Date of Authentication: \_\_\_\_\_, 2019

MANUFACTURERS AND TRADERS TRUST  
COMPANY, Paying Agent

By: \_\_\_\_\_  
Authorized Signatory

**STATEMENT OF INSURANCE**

[TO BE INSERTED IF INSURANCE IS PURCHASED]

**ASSIGNMENT AND TRANSFER**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

PLEASE INSERT SOCIAL SECURITY OR  
EMPLOYER IDENTIFICATION NUMBER OF  
ASSIGNEE

\_\_\_\_\_

\_\_\_\_\_ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

\_\_\_\_\_ attorney to transfer said Bond on the books of the within named Paying Agent, with full power of substitution in the premises.

Dated:

Signature Guaranteed by:

\_\_\_\_\_  
NOTICE: Signature(s) must be guaranteed by an eligible guarantor institution, an institution which is a participant in a Securities Transfer Association recognized signature guaranteed program.

\_\_\_\_\_  
NOTICE: The signature to this Assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Signature)

**[END OF BOND FORM]**

**SCHEDULE D**

**COMBINED DEBT SERVICE SCHEDULE AT MAXIMUM RATE (6.00%)**

**CERTIFICATE OF SECRETARY**

The undersigned, Secretary of the Board of School Directors of Montoursville Area School District, DOES HEREBY CERTIFY that:

The foregoing Resolution, attached hereto and made a part hereof, authorizing up to \$12,560,000 maximum aggregate principal amount General Obligation Bonds of the Montoursville Area School District was duly moved and seconded and adopted by a majority vote of all the members of the Board of School Directors of said School District at a duly called and convened public meeting of said Board of School Directors held on June 11, 2019; and that public notice of said meeting was given as required by law.

The vote of the members of the Board of School Directors on the Resolution was as follows:

<u>Name</u>	<u>Vote</u>
Scott W. Konkle, President	
William S. Ruffing, Vice President	
Daniel L. Albert	
Robert B. Logue	
Ronald E. Snell	
Susan Beery	
Jennifer L. Marriott	
Dottie M. Mathers	
David Shimmel	

Said Resolution is a true, complete and correct copy of said Resolution, which has not been altered, amended, modified, suspended or repealed and is still in full force and effect as of the date of the delivery of this Certificate, and said Resolution and the votes thereon have been duly recorded in the minutes.

WITNESS my hand and seal of the School District this 11<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Brandy N. Smith, Board Secretary

(SCHOOL DISTRICT SEAL)

**ADMINISTRATIVE BOARD REPORTS**

# **MONTOURSVILLE AREA SCHOOL DISTRICT**

50 North Arch Street, Montoursville, Pennsylvania 17754-1900

Christina Bason  
District Superintendent  
(570) 368-2491 ext. 1

Brandy Smith  
Business Manager/Board Secretary  
(570) 368-3500 ext. 2

Michele Williamson  
Supervisor of Special Education  
(570) 368-3502

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## **Special Education School Board Report June 2019**

- Scheduling in underway for the 2018-2019 school year. Meetings have occurred with most of the Principals or will be scheduled in the near future to discuss staffing and inclusion teachers.
- We have a total of 23 students graduating that were identified either gifted, Special needs or provided services through a 504 service agreement.
- Many year meetings occurred with parents and teachers to provide information regarding transitions to different buildings and/or services.
- We wish Melissa Martens well as she is retiring from BLaST IU #17 and has serviced the Montoursville Area School District as the School Psychologist for over 17 years. We also wish all the retirees well with their future plans and dedication to our youth!
- Extended School Year at both the South Academy and Schick Elementary School is scheduled to start on June 17<sup>th</sup> for half days from Monday through Thursday. Currently we have 39 students who are expected to be involved extended school year services.

Respectfully submitted,

Michele Williamson  
Special Education Supervisor

**TO:** Montoursville Area School District School Board

**FROM:** Darrin Feerrar

**RE:** June 2019- School Board Monthly Report for Loyalsock Valley and Lyter Elementary

- LV "Bouncy"/Field Day...Mr. Cillo, Physical Education teacher, put together the annual Fitness Day for Loyalsock Valley on May 29. This event was the culminating activity to celebrate an entire year of Physical Education. The students had a great time and enjoyed exercising in a variety of activities. The PTO paid a licensed vendor to provide "Bouncy" rides (obstacle course and large slide) for the day as well. A special thank you is extended to all of the parent volunteers for their help and assistance to create such a special day for the students.
- End of Year Activities- The last weeks of school saw a number of culminating activities to draw a close to this school year. Field trips, fitness day, picnics, assemblies, the last day award ceremony, and many of the annual traditions brought a successful end to the year. We wish the 4<sup>th</sup> grade class well as they move on to McCall and we look forward to a new kindergarten class in the fall (the graduating class of 2032).
- Kindergarten Screening- 109 children who are registered to date to enter Kindergarten in the fall were screened on May 15<sup>th</sup> and 21<sup>st</sup>. The children were excited to come visit their "new" schools and meet the staff. The information from the screenings will help the Kindergarten team plan instruction in the fall. Select students will be invited to the Summer Kinder Camp August 5-8. Screening information will help school staff to plan activities to assist those identified as needing some help transitioning to Kindergarten in the fall. Thank you once again to Faith United Methodist Church for funding our summer camp program.
- Classroom Assignments for 2019-20... Students will receive a mailing in early August to inform the students and their parents of their teacher and classroom assignment for the coming year. Additional important information for the year is included in the envelope.
- The Valley & Lyter staffs wish to extend a big thank you to our parents for their support throughout the year. Whether it be volunteering at school events, attending parent-teacher conferences, helping with homework, reading with their child, and on and on, we are so fortunate to have such supportive parents in the Montoursville Area School District. Thank you!



# MONTOURSVILLE AREA SCHOOL DISTRICT

## C. E. McCall Middle School

600 Willow Street, Montoursville, Pennsylvania 17754-1900

570-368-2441 570-368-3521 (FAX)

DANIEL D. TAORMINA  
*Principal*

CHRISTINA BASON  
*District Superintendent*

CURTIS J. MYERS  
*Assistant Principal*

TO: Montoursville Area School Board

FROM: Daniel D. Taormina

Curtis J. Myers

SUBJECT: June Board Report

DATE: June 5, 2019

### McCall Builder's Club-

Thank you to all the Builder's Club members here at McCall. Members were able to collect hundreds of dollars for many fundraising events here at the school and in the community. We look forward to the upcoming year when members will continue to learn to work together and develop servant-leaders skills as they serve their school and community.

### AR Auction-

83 students were eligible for this years Accelerated Reader auction. In order to qualify, a student must have earned at least 75 points and passed a minimum of 15 books. Thank you to Mrs. Kremer and all the other parent volunteers for organizing this event. Thank you to the community for their generous donations that included over 125 prizes for this annual event.

The student point place winners were as follows:

#### 5<sup>th</sup> Grade

1. Phillip Mai - 445.2 pts. 2. Cullen Pauling - 443.3 pts. 3. Reese Peterson - 211.8 pts.

#### 6<sup>th</sup> Grade

1. Robert Detrich - 454.8 pts. 2. Paige Boyle - 438.7 pts. 3. Seanna Rehn - 420.2 pts.

#### 7<sup>th</sup> Grade

1. Quentin Deters - 392.5 pts. 2. Noah Hepler - 343.8 pts. 3. Addison Harvey - 337.3 pts.

#### 8<sup>th</sup> Grade

1. Emily Rakestraw - 704.0 pts. 2. Brett Reeves - 345.7 pts. 3. Maele Fry - 161.8 pts.

### Computer Fair-

Congratulations to Congrats to Elise Beishline who placed 3rd in the state for her Graphic Design! Great job Elise!

**McCall Spring Sports:**

Spring sports have ended and we want to thank all the students for their hard work and dedication while playing. Keep up the great work!

**Student of the Month-**

Congratulations to the following students for being chosen by the faculty of C.E. McCall Middle School as "Student of the Month" for the month of May.

**5<sup>th</sup> Grade** – Ausin Allman, Ian Bower, Ethan Harris, Jonah Heddings, Trista Paulhamus, Dawson Rothrock

**6<sup>th</sup> Grade** – Savanna Milholin, Seanna Rehn, Eva Schanbacher, Addison Schemery, Alan Smith-Predmore, David Snyder, Andrew Trueman, Andrew Zhu

**7<sup>th</sup> Grade** – Jelisa Ashton, Mazy havens, Nyla Kutney, Maura Moore, Jayden Phillips, Niko Rotoli

**8<sup>th</sup> Grade** – Ben Amato, Taylor Beers, Sidney Burke, Erin Deljanovan, Grace Hamilton, Byron Jacobs, Jenna Kinsey, Nathan Steppe

# MONTOURSVILLE AREA SCHOOL DISTRICT

## MINUTES FOR BOARD MEETING High School

Tuesday, May 14, 2019  
7:11 PM

Call to Order - Board President  
Roll call - Board Secretary  
Salute to the Flag  
Executive session announced

### MEMBER

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

### MEMBER

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

### OTHERS

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

### Prior Presentation

Linda Keiser, FBLA Advisor, reported on the success of the FBLA students this year. The FBLA students presented an example of what they do at FBLA events.

Ken Phillips, RBC Capital Markets, presented the Board with a Refunding Analysis to consider.

### Public Comment

None

### Business Manager's Report

A. General Fund, Cafeteria Fund and Capital Projects Fund.

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

B. Budgetary Transfers

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

C. Presentation of Bills (Roll Call)

General Fund – \$3,422,709.83  
Cafeteria Fund – \$ 101,360.16

Motion: Mathers Second: Ruffing  
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell  
No: None  
Absent: None  
Result: **Motion Carried**  
Mr. Snell commented on Professional Tech Services.

D. Business

Approval of minutes for the following meetings:

- Board Meeting, Tuesday, April 9, 2019
- Work Session, Tuesday, April 23, 2019

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

Mrs. Smith presented the Proposed Final Budget Presentation. Mr. Snell asked questions about the unassigned fund balance. Mrs. Bason responded to the comments. Dr. Mathers, Mr. Ruffing, Mr. Snell, Mr. Shimmel and Mr. Albert commented on the tax increase.

Mr. Konkle opened to public comment on the Budget. None.

Superintendent's Report

Mrs. Bason thanked Nutrient Group for being there and provided an update. PSSA are over for this year. Keystones are still going on but we are almost done. Mrs. Bason gave thanks to the teachers, administrators, and students for pulling together and getting the year finished up. The Middle School band concert will be May 15 at 6 pm and at 7:30 pm. The District received the second part of the Safe to Say grant.

Agenda Items

**Motion to add supplemental.**

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

- **General**

G-1 Approval of the election of Daniel Albert as temporary school board president for the purpose of signing his daughter's high school diploma.

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

G-2 Approval of the election of Susan Beery as temporary school board president for the purpose of signing her daughter's high school diploma.

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

G-3 Approval of an agreement between Montoursville Area School District and YMCA Child Care Services. (Attachment)

G-4 Approval of a request from Tom George and Michael Tate, Silver Bullets, to use Montoursville Area High School Softball Field, June, July, August, Tuesdays and Thursdays, 5:30 PM – 8:00 PM. (Attachment)

G-5 Approval for the acceptance of a \$155,000 donation from the Executrix of the Alice Snyder estate to establish an award in her name. The \$155,000 donation will be given to the First Community Foundation Partnership of PA to manage with agreement forthcoming.

G-6 Approval to offer a summer KinderCamp at both Lyter and Loyalsock Valley Elementary Schools. All costs for KinderCamp will be covered by Faith United Methodist Church. Dates are to be determined.

G-8 Approval to renew the contract between The Nutrition Group and Montoursville Area School District. (Attachment)

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

G-6 Mrs. Marriott thanked Faith United Methodist Church for all their support.

G-7 Approval of the Lycoming Career and Technology Center 2019-2020 budget. (Attachment)

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

Mr. Snell asked if we have a total number for enrollment, why some have income protection and why the travel budget is so large. Mr. Logue commented that there are costs to travel to competitions the students attend. Mrs. Williamson added LCTC teachers attend IEP meetings. Mr. Snell asked do hotel fees fall into that also. Mr. Taormina added the recruitment visit would also be included.

- Personnel

P-1 Approval for the following resignation:

Employee	Position	Effective
Evelyn Wynn	Athletic Director/Health and PE Teacher	June 15, 2019
Jannine Monness	Cafeteria Worker	April 28, 2019

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

P-2 Approval of the following retirements effective at the end of the 2018-2019 school year:

Employee	Position	Years of Service
Carol Hetler	Paraprofessional	27
Karen McCourt	Secretary	17

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

P-3 Approval of the following emergency substitute to fill long-term positions:

Employee	Position	Dates	Replacement
Michelle Hopkins	English	April 23, 2019 till the end of 2018-19 school year	100371

P-4 Approval of the following additions to the teacher substitute list for the 2018-2019 school year:

Employee	Certification
Kiersha Whitehead	Special Education – Homebound only
Alison Schlorff	Middle Level Math and Biology

P-5 Approval of the following unpaid leave of absence for a member of the staff who already used 10 unpaid days for the 2018-2019 school year:

Employee	Effective Dates
101698	May 29 and 30, 2019

P-6 Approval of the following request for sabbatical leave from a member of the staff:

Employee	Effective Dates
100371	April 24, 2019 to October 28, 2019

P-7 Approval of the following additions to the guest teacher substitute list, effective for the 2018-2019 school year:

<b>Guest Teacher</b>
Dylan Casale
Lynne Hopkins-Alvarez
Wendy Hunter
Margaret Merk
MaryEllen Miele
Alec Tallman

P-8 Approval of the following changes to the coaching staff effective for the 2018-2019 school year:

<b>Coach</b>	<b>Position</b>	<b>Sport</b>	<b>Stipend</b>	<b>Replacement</b>
Shawn Gardner	Head Coach	Girls Tennis	\$3,360	JoAnn Reeves
Amber Lowry	Head Coach	Cheerleading	\$3,600	Ashley Weaver

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

- **Transportation**

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

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

- **Academics**

A-1 Approval for graduation of those members of the senior class of 2019 who will have met all state and district requirements as of June 1, 2019 (130 potential graduates as of May 14, 2019).  
 Special dates for the senior class are as follows:

**Baccalaureate – June 2, 2019, 7:00 PM**  
**Awards Ceremony by Invitation Only – June 5, 2019, 7:00 PM**  
**Commencement – Thursday, June 6, 2019 at 7:00 PM, Memorial Stadium**

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

A-2 Approval for student, 220090, to be expelled from Montoursville Area High School as per adjudication.

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

• **Budget and Finance**

BF-1 Approval of the proposed General Fund budget in the amount of \$30,050,779 for the fiscal year 2019-2020 including salary and work schedules as proposed. (roll call)

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

BF-2 Approval to hire appraiser Richard Drzewiecki to conduct a commercial appraisal on the Lowe's property in connection with Lowe's tax appeal. Costs to be shared with the Montoursville Borough and Lycoming County.

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

Mr. Snell asked if there is a set price on the commercial appraisal. Mrs. Bason responded.

P-9 Approval of the following retirements effective at the end of the 2018-2019 school year:

Employee	Position	Years of Service
Brad Deacon	Teacher	27

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

P-10 Approval of the following additions to the teacher substitute list for the 2018-2019 school year:

Employee	Certification
Ben MacInnis	Tech Ed

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



P-11 Approval for Andrew Seese to work per diem @ \$30.00 per hour as needed.

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

Mr. Shimmel ask for an estimate of how many hours are needed. Mrs. Smith responded to the comments.

#### Other Reports

##### A. Committee Reports

- PSBA – Dr. Mathers has a phone call scheduled on Thursday for services offered and benefits of our memberships.
- IU Representative – Mr. Ruffing had a handout.
- LCTC Representative – Mr. Logue had the opportunity to pick the student of the year. Mr. Gnoffo has a car to give them.
- Memorial Gardens – Mr. Konkle thanked the groups and kids that helped get it cleaned up.
- Buildings and Ground – None. Mr. Snell added deficiency report still not online.

#### Public Comment

Tina Marie Kline wanted to recognize teacher appreciation week last week and nursing week this week.  
Martin Oliver asked about the corner stone.

#### ADJOURNMENT OF THE REGULAR MEETING 8:50 PM

Motion: Marriott Second: Shimmel  
Voice Vote: Unanimous

Scott W. Konkle, President

Brandy N. Smith, Board Secretary

# MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR WORK SESSION  
High School

Tuesday, May 28, 2019  
7:01 PM

Call to Order - Board President

**MEMBER**

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

**MEMBER**

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

**OTHERS**

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

Public Comment

None

Agenda Items

- Personnel

P-1 Approval of the following appointment to the Business Office Staff, effective May 29, 2019:

<u>Employee</u>	<u>Position</u>	<u>Rate of Pay</u>	<u>Hours Annually</u>	<u>Replacement</u>
Jason Grove	Accounting Specialist	\$40,000 pro-rated	1920 pro-rated	Andrew Seese

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

Informational Items

Mrs. Smith gave a budget update. Mr. Snell ask how items are purchased under the bid threshold. Mrs. Smith responded to the question. Mr. Ruffing congratulated the track members. On behalf of the Board Mr. Konkle congratulated all the seniors.

ADJOURNMENT OF THE REGULAR MEETING 7:14 PM

Motion: Marriott Second: Ruffing

Voice Vote: Unanimous

Scott W. Konkle, President

Brandy N. Smith, Board Secretary