

**Jersey Shore Area School District**  
**Board of Education – Regular Meeting**  
(held virtually using video conference calling)  
Minutes of July 27, 2020

**A. Opening**

**1. Call to Order:** Mr. Allen, President, called the meeting to order at 7:05 p.m.

**2. Roll Call:**

Members Present: Mr. Craig Allen, Mr. David Becker, Mr. Harry Brungard, Ms. Patrice Doebler, Mrs. Angela Grant, Mr. Wayne Kinley, Mrs. Nancy Petrosky, Mrs. Michelle Stemler, Mrs. Mary Thomas and Dr. Brian T. Ulmer.

Others Present: Christopher Kenyon, Esq., Solicitor, Mr. Benjamin Enders, Board Secretary and Dr. Kenneth Dady, Jr., Assistant Superintendent.

**3. Pledge of Allegiance**

President Allen announced that an Executive session was held beginning at 6:00 p.m. for legal and personnel issues.

**B. Approvals**

**1. Minutes:**

**Motion:** A motion was made by Mary Thomas and seconded by Harry Brungard to approve the following Minutes, as listed on the Agenda:

- |                  |                           |
|------------------|---------------------------|
| a. June 8, 2020  | Regular Meeting (Virtual) |
| b. June 22, 2020 | Regular Meeting           |

The vote was a unanimous yes. Motion carried.

**2. Treasurer's Report:**

**Motion:** A motion was made by Mary Thomas and seconded by Wayne Kinley to approve the following Treasurer's Reports as listed on the Agenda:

- |                                 |               |
|---------------------------------|---------------|
| a. June 2020 Treasurer's Report |               |
| b. June 2020 Investment Report  | (Attachments) |

The vote was a unanimous yes. Motion carried.

**3. Approval of Bills:**

**Motion:** A motion was made by Mary Thomas and seconded by Wayne Kinley to approve the following Bills as listed on the Agenda:

General Fund Month End Checks	813,052.52
General Fund Manual Checks	36,503.35
General Fund Prior Month Voided Checks	(64.50)

General Fund PLGIT Electronic Payments	1,483,719.22
General Fund Muncy Electronic Payments	473,334.25
General Fund FNB Electronic Payments	120.06
Activity Fund Checks	3,370.56
Activity Fund Prior Month Voided Checks	(30.82)
Activity Fund Prior Month Voided Checks	(256.35)
Athletic Fund Checks	773.14
Capital Reserve Fund Checks	65,896.81
Food Service Fund Checks	901.57
Food Service Fund Muncy Electronic Payments	27,480.38
Payroll PLGIT Electronic Payments	593,878.29
Payroll Fund Checks	69,461.50
General Interfund Cash Transfers	1,699,586.56
Food Service Interfund Cash Transfers	<u>25,128.71</u>
Total	5,292,855.25

The vote was a unanimous yes. Motion carried.

### C. Presentations

1. **Communications:** None

2. **President's Report:** None

3. **Intermediate Unit Report:** None

4. **Superintendent's Report:**

a. Keystone Exam Waiver - Brian Ulmer

b. Updated Board Policies:

(Attachments)

Policy 100 - Comprehensive Planning

Policy 101 - Mission Statement/Vision Statement/Shared Values

Policy 102 - Academic Standards

Policy 103 - Nondiscrimination/Discriminatory Harassment - School and Classroom Practices

Policy 103.1 - Nondiscrimination - Qualified Students with Disabilities

Policy 104 - Nondiscrimination/Discriminatory Harassment - Employment Practices

(Attachments)

### D. Courtesy of the Floor on Agenda Items and K. Courtesy of the Floor on Items not on the Agenda:

Burt Francis-JS Boro – commented on questions asked during courtesy of the floor.

### E. Personnel Items:

#### 1. Personnel Items

**Motion:** A motion was made by Mary Thomas and seconded by Angela Grant to approve the following Personnel items as listed on the agenda:

- a. appointment of Madissen Davis to a Special Education teacher position at the Middle School, Step B-1 of the current teacher contract, (\$45,000.00), effective August 12, 2020.
- b. appointment of Jodie Wolesagle, Jersey Shore Area Elementary Life Skills teacher, to a position of Mentor for Halie Liddic, Life Skills teacher, for the 2020-2021 school year at a stipend of \$500.
- c. appointment of Ann Knipe, Jersey Shore Area Elementary First Grade teacher, to a position of Mentor for Makayla Dickey, First Grade teacher, for the 2020-2021 school year at a stipend of \$500.
- d. appointment of Holly Dittmar, Salladasburg Elementary teacher, to a position of Mentor for Collin Glorioso, Fifth Grade teacher, for the 2020-2021 school year at a stipend of \$500.
- e. appointment of Zoraida Pagan, Senior High teacher, to a position of Mentor for Kelly Walker, Senior High teacher, for the 2020-2021 school year at a stipend of \$500.
- f. appointment of Jill Flook, Middle School teacher, to a position of Mentor for Cherity Rinhart, Middle School teacher, for the 2020-2021 school year at a stipend of \$500.
- g. appointment of Krista Callahan, Middle School teacher, to a position of Mentor for Keith McCabe, Middle School teacher, for the 2020-2021 school year at a stipend of \$500.
- h. appointment of Judy Morlock, School Nurse, to a position of Mentor for Melissa Beatty, School Nurse, for the 2020-2021 school year at a stipend of \$500.
- i. a day without pay for employee number 2019-20-31, on Monday, June 22, 2020.
- j. accepting a letter of resignation from Florence Weaver, Part-time Food Service employee, effective July 6, 2020.
- k. the automatic one year renewal of Dr. Kenneth J. Dady, Jr.'s contract as Assistant Superintendent, in accordance with Section 1073(b) of the Public School Code.
- l. accepting a letter of resignation from Jay Willits, Event Staff, effective July 6, 2020.
- m. appointment of Delores Fazler to a part time Food Service position, \$10.20 per hour, effective July 28, 2020.
- n. appointment of Nancye Hoffman as a full time Paraprofessional at Jersey Shore Area Elementary School, effective July 28, 2020, at an annual salary of \$17,018.00.
- o. appointment of Jodi del Rosario as a full time Paraprofessional at Avis Elementary School, effective July 28, 2020, at an annual salary of \$17,018.00.
- p. appointment of Sabrina Ferland as a part time (5 hours per day) Learning Support Aide at Salladasburg Elementary School, \$9.24 per hour, effective July 28, 2020.
- q. acknowledgement that Rebecca Ball-Schaller has attained a Master of Liberal Arts degree with salary increase to be effective for the 2020-2021 school year.
- r. acknowledgement that Tricia Sweitzer has attained a Master of Science degree with salary increase to be effective for the 2020-2021 school year.
- s. appointment of Steven Shrodo as Assistant Varsity Boys Soccer coach, at a stipend of \$2,160.00,(level 1 of the coaches' salary matrix), effective the 2020-2021 season.

- t. appointment of Alexis Loughry as Assistant Varsity Girls Soccer coach, at a stipend of \$2,160.00,(level 1 of the coaches' salary matrix), effective the 2020-2021 season.
- u. Michael Samar as a volunteer Middle School Football coach, effective the 2020-2021 season.
- v. Cliff Strayer as a volunteer Middle School Football coach, effective the 2020-2021 season.
- w. Matthew Strayer as a volunteer Middle School Football coach, effective the 2020-2021 season.
- x. appointment of Alex Jackson as a half time 1st Assistant Varsity Football coach, at a stipend of \$2,412.50,(one half of level 5 of the coaches' salary matrix), effective the 2020-21 football season.
- y. appointment of Eric Hess as a half time 1st Assistant Varsity Football coach, (from an Assistant Varsity coach position) at a stipend of \$2,412.50,(one half of level 5 of the coaches' salary matrix), effective the 2020-21 football season.
- z. the part-time Network Computer Technician job description. (Attachment)
- aa. appointment of Quinn Henry to a part-time Network Computer Technician position, effective July 1, 2020, \$15.50 per hour, at a maximum of 1265 hours per fiscal year.
- ab. appointment of Austin Barnes to a part-time Network Computer Technician position, effective July 1, 2020, \$15.50 per hour, at a maximum of 1265 hours per fiscal year.
- ac. a Medical Sabbatical for employee number 2020-21-01, for the first semester of the 2020-2021 school year, August 21, 2020 through January 19, 2021.
- ad. appointment of Makalea Bickhart as Assistant Varsity Cheerleader Advisor, at a stipend of \$2052.00 (level 3 of the coaches salary matrix) effective the 2020-2021 school year.
- ae. the Technology College Intern job description. (Attachment)

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doebler	Yes	Angela Grant	Yes
Wayne Kinley	Yes	Nancy Petrosky	Yes
Michelle Stemler	Yes	Mary Thomas	Yes
Craig Allen	Yes		

The vote was 9-yes and 0-no, motion carried.

#### **F. Curriculum and Instruction:**

**Motion:** A motion was made by Mary Thomas and seconded by Dave Becker to approve the following Curriculum and Instruction item as listed on the agenda:

- a. Policy 124.1 - Jersey Shore Online Learning at first read. (Attachment)

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doebler	Yes	Angela Grant	Yes
Wayne Kinley	Yes	Nancy Petrosky	Yes
Michelle Stemler	Yes	Mary Thomas	Yes
Craig Allen	Yes		

The vote was 9-yes and 0-no, motion carried.

**G. Building and Grounds:** None

**H. Finance:**

**1. Finance Item:**

**Motion:** A motion was made by Harry Brungard and seconded by Nancy Petrosky to approve the following Finance item as listed on the agenda:

- a. an agreement between Lycoming - Clinton CCA and Jersey Shore Area School District, July 1, 2020 through June 30, 2021. (Attachment)

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doebler	Yes	Angela Grant	Yes
Wayne Kinley	Yes	Nancy Petrosky	Yes
Michelle Stemler	Yes	Mary Thomas	Yes
Craig Allen	Yes		

The vote was 9-yes and 0-no, motion carried.

**I. Miscellaneous**

**1. Miscellaneous Items:**

**Motion:** A motion was made by Mary Thomas and seconded by Wayne Kinley to approve Miscellaneous items a. – i. as listed on the agenda, President Allen requested a separate roll call vote for Miscellaneous item i.:

- a. Title I Inter District Agreement between Jersey Shore Area School District, Saint John Neuman and Williamsport Area School District for 2020-2021 Title I Reading Instruction. (Attachment)
- b. an MOU between Jersey Shore Area School District and Lackawanna College for dual enrollment for the 2020-2021 school year. (Attachment)
- c. a Resolution for JSASD regarding Section 520.1 of the Public School Code. (Attachment)
- d. a contract between Jersey Shore Area School District and Justice Works YouthCare, August 1, 2020 through July 31, 2021. (Attachment)
- e. an Educational Services Agreement between Pyramid HealthCare, Inc and JSASD, effective July 1, 2020 through June 30, 2021. (Attachment)

f. a Letter of Agreement between Jersey Shore Area School District and Beacon Light Behavioral Health System & Beacon Light Adult Residential Services, effective July 1, 2020 to June 30, 2022. (Attachment)

g. an application for Flexible Instructional Days beginning the 2020-2021 school year. (Attachment)

h. the purchase of Family ID for athletics, using the currently approved athletic budget. (Attachment)

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doebler	Yes	Angela Grant	Yes
Wayne Kinley	Yes	Nancy Petrosky	Yes
Michelle Stemler	Yes	Mary Thomas	Yes
Craig Allen	Yes		

The vote was 9-yes and 0-no, motion carried.

Miscellaneous item i:

i. the Jersey Shore Area School District Reopening Health and Safety Plan. (Attachment)

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doebler	Yes	Angela Grant	Yes
Wayne Kinley	Yes	Nancy Petrosky	Yes
Michelle Stemler	Yes	Mary Thomas	Yes
Craig Allen	Yes		

The vote was 9-yes and 0-no, motion carried.

**J. Old Business:** None

**L. Executive Session:** An Executive Session was held beginning at 8:16 p.m. for legal and personnel matters after which no business was conducted.

The meeting resumed at 9:46 p.m.

**M. Adjournment:**

The July 27, 2020 Regular Board Meeting (held virtually using video conference calling) was adjourned at 9:47 p.m.

Respectfully submitted,

Benjamin J. Enders  
Board Secretary

**Jersey Shore Area School District  
Treasurer's Report - Cash and Cash Equivalents  
June 2020**

<u>Bank Accounts</u>	Beginning Balance	Received	Disbursed	Ending Balance
General Fund - FNB	\$ 22,694.58	\$ 1.85	\$ 120.06	\$ 22,576.37
General Fund - PSDLAF	52,673.99	2.40	-	52,676.39
General Fund - Muncy Bank & Trust	5,789,408.74	1,504,206.82	473,334.25	6,820,281.31
Activity/Other Trust Funds - Muncy Bank &	168,762.29	4,739.77	-	173,502.06
Athletics Fund - Muncy Bank & Trust	58,357.39	71.79	-	58,429.18
Food Service Fund - Muncy Bank & Trust	123,265.90	1,083.87	27,480.38	96,869.39
Payroll Fund - Muncy Bank & Trust	36.29	0.04	-	36.33
Capital Reserve - Muncy Bank & Trust	912,141.81	1,103.25	65,896.81	847,348.25
General Fund - PLGIT Class	950,709.90	4,992,730.75	3,449,944.10	2,493,496.55
General Fund - PLGIT Plus/Class	-	-	-	-
General Fund - PLGIT/I Class	-	-	-	-
Accounts Payable Fund - PLGIT Class	0.00	-	-	0.00
Activity/Other Trust Fund - PLGIT Class	28,005.89	7.38	3,083.39	24,929.88
Athletics Fund - PLGIT Class	64,825.75	11.45	773.14	64,064.06
Capital Reserve Fund - PLGIT Class	165.30	65,900.42	65,896.81	168.91
Capital Reserve Fund - PLGIT Plus/Class	-	-	-	-
Capital Reserve Fund - PLGIT/I Class	-	-	-	-
Food Service Fund - PLGIT Class	52,723.58	76,375.34	26,030.28	103,068.64
Ramsey Fund - PLGIT Class	55,531.23	9.77	-	55,541.00
Payroll Fund - PLGIT Class	339,606.01	1,724,804.57	1,688,774.86	375,635.72
Sechrist Scholarship Fund - PLGIT Class	99,950.64	17.58	-	99,968.22
<b>Totals</b>	<b>\$ 8,718,859.29</b>	<b>\$ 8,371,067.05</b>	<b>\$ 5,801,334.08</b>	<b>\$ 11,288,592.26</b>

PLGIT Class - A money market account; no minimum balance, unlimited check processing  
 PLGIT/PLUS-Class - a money market account for investments of 30 days or longer; \$50,000 minimum initial deposit; \$5,000 minimum for additional deposits  
 PLGIT/PLUS-I Class - a money market account for investments; no minimum investment period, \$50,000 minimum initial deposit, withdrawals are limited to two per month.

**JERSEY SHORE AREA SCHOOL DISTRICT**  
**TREASURER'S REPORT - INVESTMENTS**  
**FOR THE MONTH ENDED**  
**June 30, 2020**

<u>Certificates of Deposit</u>	<u>Rate</u>	<u>Maturity Date</u>	<u>Beginning Balance</u>	<u>Investment Purchased</u>	<u>Investment Redeemed</u>	<u>Net Interest Earned</u>	<u>Ending Balance</u>
<u>General Fund</u>							
Muncy Bank & Trust	1.78%	6/27/2020	1,000,000.00	0.00	1,007,539.33	7,539.33	0.00
Muncy Bank & Trust	1.78%	7/27/2020	<u>1,000,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000,000.00</u>
			\$ 2,000,000.00	\$0.00	\$1,007,539.33	\$7,539.33	\$ 1,000,000.00
Total Certificates of Deposit							<u>\$ 1,000,000.00</u>



**ACTIVITIES YEAR TO DATE REPORT  
FOR THE YEAR ENDING JUNE 30, 2020**

Account	Beginning Balance	Receipts	Disbursements	Transfer	Interest	Ending Balance
<b>SENIOR HIGH</b>						
American Heart Association	667.91	2,177.00	2,779.67	1,211.01	13.80	1,290.15
Chorus	97.98	-	100.00	-	-	(2.02)
Class of 2020	3,398.58	3,589.00	5,318.98	(1,400.00)	69.17	337.77
Class of 2021	3,084.13	1,058.00	2,185.99	1,548.00	45.17	3,549.31
Class of 2022	1,213.89	1,087.25	1,242.58	-	17.37	1,075.93
Class of 2023	-	1,794.00	1,016.00	-	5.37	783.37
Construction Club	508.74	-	-	-	8.21	514.95
Dance	539.20	-	-	(539.20)	7.90	7.90
Democratic Club	46.22	-	-	-	-	46.22
Diversity	77.01	-	-	(77.01)	-	-
Drama	2,215.33	1,230.00	1,162.89	-	37.27	2,319.71
Epicurean Palate	133.04	-	-	(133.04)	-	-
Family Consumer Science	52.24	-	-	-	-	52.24
Finicky Acatours	966.28	-	-	(966.28)	14.21	14.21
FBLA	2,708.26	21,805.00	20,299.78	620.00	138.34	4,971.82
FBLA 9th Grade	68.97	2,095.00	1,021.50	(820.00)	11.37	533.84
CTE Scholarship	-	4,576.60	1,000.00	-	22.11	3,598.71
Hopeful Hands Shore to Shore	244.73	-	-	(244.73)	3.79	3.79
Information Technology Club	2,608.44	935.35	-	-	49.59	3,593.38
Jazz Band	510.30	590.00	1,100.00	-	2.84	3.14
Ira Grugan National Honor Society	653.83	-	-	-	10.74	664.57
Key Club	2,155.17	7,467.50	5,812.80	-	53.38	4,063.25
Manufacturing	440.57	2,296.00	1,827.44	-	12.32	921.45
Musical	9,118.22	-	1,632.04	-	140.55	7,626.73
National Art Honor Society	23.73	436.00	522.41	-	2.84	(59.84)
National English Honor Society	1,072.05	2,445.00	1,641.06	(848.00)	17.37	1,045.36
National German Honor Society	70.72	-	-	(70.72)	-	-
National Spanish Honor Society	129.54	915.00	915.00	-	2.21	131.75
Orange & Black	4,985.81	2,596.00	487.33	-	92.86	7,187.34
Outdoor Club	3,733.24	-	169.22	-	58.75	3,622.77
Pep Club	556.92	-	-	-	9.16	566.08
Red Cross	1,127.59	1,382.04	899.15	-	24.00	1,534.48
Renaissance	272.00	179.50	32.64	-	5.37	424.23
Rho-Kappa Nat'l Honor Society	8.00	-	-	-	-	8.00
S.A.D.D.	939.24	-	-	-	15.16	954.40
Sign Club	75.08	420.00	420.00	-	-	75.08
Skills USA - VICA	3.94	-	-	-	-	3.94
Spectrum	419.05	-	-	77.01	6.95	503.01
Student Council	8,442.54	7,113.79	4,300.58	742.96	160.45	13,158.50
Wrestling Fund	136.93	-	-	-	2.21	139.14
<b>TOTAL SENIOR HIGH</b>	<b>54,503.42</b>	<b>86,188.03</b>	<b>55,787.06</b>	<b>(700.00)</b>	<b>1,060.93</b>	<b>66,264.66</b>

Account	Beginning Balance	Receipts	Disbursements	Transfer	Interest	Ending Balance
<b><u>MIDDLE SCHOOL</u></b>						
Band	135.15	-	-	-	2.21	137.36
Builders Club	258.77	602.28	428.47	-	5.37	437.95
Bullpup Memories	5,483.06	-	-	-	88.75	5,571.81
C3 Club	2,977.63	4,370.20	2,363.16	-	58.12	5,042.79
Chorus	7,720.76	18,724.00	11,457.51	-	237.51	15,224.76
Diversity Club	-	-	-	-	-	-
MS FBLA	4,064.00	4,794.90	4,027.60	-	70.43	4,901.73
Military Support	1,085.43	1,875.00	1,825.22	-	20.21	1,355.42
MS Outdoor Club	165.04	-	-	-	2.53	167.57
Rock Out for Bullying	209.57	-	-	-	3.47	213.04
Ski Club	45.57	-	-	-	-	45.57
Student Council	5,804.01	4,614.50	4,466.20	-	97.60	6,049.91
Tag	385.61	-	110.00	-	5.05	280.66
<b>TOTAL MIDDLE SCHOOL</b>	<b>28,334.60</b>	<b>34,980.88</b>	<b>24,478.16</b>	<b>-</b>	<b>591.26</b>	<b>39,428.57</b>
<b>TOTAL ACTIVITY FUND</b>	<b>82,838.02</b>	<b>101,168.91</b>	<b>80,265.22</b>	<b>(700.00)</b>	<b>1,652.18</b>	<b>104,693.23</b>
<b><u>SCHOLARSHIP ACCOUNTS</u></b>						
Jason D. Bariges	45.99	-	-	-	-	45.99
Carson	155.52	-	10.00	-	2.53	148.05
Alan & Art Cipriany Scholar	41,746.05	-	2,000.00	-	671.17	40,417.22
Commencement Prize	-	12,090.00	12,100.00	10.00	-	-
Derr	347.59	-	50.00	-	5.37	302.96
Eckert	1,042.43	-	25.00	-	16.74	1,034.17
Future Nurses	1,042.86	-	-	-	17.06	1,059.92
Bernard Gaines	35.55	500.00	100.00	-	8.95	442.50
Greene	4,407.18	-	250.00	-	70.75	4,227.93
Heively	521.68	-	-	-	8.53	530.21
Judy	1,053.48	-	-	-	17.06	1,070.54
Lansberry	140.26	-	-	(10.00)	2.21	132.47
Courtney Miele Scholarship	6,084.62	2,000.00	1,000.00	700.00	99.49	7,884.11
Muthler	2,024.71	-	100.00	-	32.53	1,957.24
Clawson	524.56	-	-	-	8.53	533.09
Croyle	26,632.79	1,000.00	1,000.00	-	435.55	27,068.34
Lavallee	6,971.53	-	200.00	-	112.44	6,883.97
<b><u>MISC. ACCOUNTS</u></b>						
Interest	-	-	-	(3,158.43)	3,158.43	-
<b>Scholarship/Misc. Totals</b>	<b>92,776.80</b>	<b>16,590.00</b>	<b>16,835.00</b>	<b>(2,468.43)</b>	<b>4,665.34</b>	<b>93,738.71</b>
<b>Grand Total</b>	<b>\$ 176,614.82</b>	<b>\$ 116,758.91</b>	<b>\$ 97,100.22</b>	<b>\$ (3,158.43)</b>	<b>\$ 6,317.52</b>	<b>\$ 198,431.94</b>

# Fund Accounting Check Register

factrgc

PLGIT ACTIVITY FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
00005693	06/03/2020	C4098500001		T-SHIRTS	80-0496-000-000-000-0000	180496	104.00
<b>Vendor: 250200 - WILLIAMSON HIGH SCHOOL STUDENT COUNCIL</b>							
00005694	06/03/2020	C4099600001		CREDIT CARD PYMT	80-0496-000-000-000-0000	180496	104.00
<b>Vendor: 174325 - JSASD GENERAL FUND</b>							
00005695	06/10/2020	C4100300001		REFUND	Remit # 1 80-0496-000-000-000-0000	180496	257.18
<b>Vendor: 107018 - SHEENA ARMBRUSTER</b>							
00005696	06/10/2020	C4100300002		REISSUED CK	Check Date: 06/10/2020	180496	257.18
<b>Vendor: 147460 - JODI ENGLISH</b>							
00005697	06/10/2020	C4100300003		20-510	Check Date: 06/10/2020	180496	51.87
<b>Vendor: 174325 - JSASD GENERAL FUND</b>							
00005698	06/10/2020	C4100300007		REFUND	Remit # 1 80-0496-000-000-000-0000	180496	256.35
<b>Vendor: 186700 - MICHELE LONG</b>							
00005699	06/10/2020	C4100300004		REFUND	Check Date: 06/10/2020	180496	51.00
<b>Vendor: 196280 - ANDREA BOWERS</b>							
00005700	06/10/2020	C4100300005		9001302494	Remit # 1 80-0496-000-000-000-0000	180496	72.92
<b>Vendor: 201710 - NASSP</b>							
00005701	06/10/2020	C4100300006		REFUND	Check Date: 06/10/2020	180496	21.25
<b>Vendor: 400107 - JANNA RIGGLE</b>							
00005702	06/10/2020	C4100300008		AWARD	Remit # 3 80-0496-000-000-000-0000	180496	21.25
<b>Vendor: 403131 - STUDENT</b>							
00005703	06/24/2020	C4105300001		REISSUED CK	Check Date: 06/10/2020	180496	95.00
<b>Vendor: 248482 - BRENT WHEELAND</b>							
00005704	06/29/2020	C4107400001		7583	Check Date: 06/10/2020	180496	95.00
00005704	06/29/2020	C4107400002		1110	Check Date: 06/10/2020	180496	460.17
<b>Vendor: 244275 - CARDMEMBER SERVICES</b>							
00005705	06/30/2020	C4108300001		VIDEO SERVICES	Check Date: 06/24/2020	180496	460.17
<b>Vendor: 247615 - DIANA WELSHANS</b>							
00005706	06/30/2020	C4108300002		202	Remit # 1 80-0496-000-000-000-0000	180496	500.00
<b>Vendor: 402528 - DAVID MILLER</b>							
00005706	06/30/2020	C4108300002		202	Check Date: 06/29/2020	180496	30.82
<b>80-ACTIVITY FUND</b>							
							3,370.56

Grand Total Manual Checks : 0.00  
 Grand Total Regular Checks : 3,370.56

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

## Fund Accounting Check Register

PLGRT ACTIVITY FUND - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<p>Grand Total Direct Deposits: 0.00</p> <p>Grand Total Credit Card Payments: 0.00</p> <p>Grand Total All Checks : 3,370.56</p>							

# Fund Accounting Check Register

PLGIT ACTIVITY FUND - From 02/01/2020 To 02/29/2020

fackrpgc

Check# 00005485 Through Check# 00005485

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00005485	02/27/2020	C4067900002		REFUND	80-0496-000-000-000-000-0000	180496	256.35
00005485	06/10/2020	M4100200001		REFUND	80-0496-000-000-000-000-0000	180496	-256.35

Vendor: 147460 - JODI ENGLISH

Check Date: 02/27/2020 Check Amount: 0.00

80-ACTIVITY FUND 0.00

Grand Total Manual Checks : -256.35

Grand Total Regular Checks : 256.35

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 0.00

# Fund Accounting Check Register

factzgc

PLGIT ACTIVITY FUND - From 01/01/2020 To 01/31/2020

Check# 00005474 Through Check# 00005474

Check # Tran Date Tran # PO No. Invoice # Account Code A. S. N. Expended Amt

00005474	01/27/2020	C4055800004		REFUND	80-0496-000-000-000-000-0000	180496	30.82
00005474	06/24/2020	M4105200001		REFUND	80-0496-000-000-000-000-0000	180496	-30.82

Vendor: 248482 - BRENT WHEELAND

Check Date: 01/27/2020 Check Amount: 0.00

80-ACTIVITY FUND 0.00  
 Grand Total Manual Checks : -30.82  
 Grand Total Regular Checks : 30.82  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 0.00

# Fund Accounting Check Register

fackrjgc

PLSIT ATHLETIC FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013448	06/03/2020	C4099200001		63876	10-3250-610-009-00-000-000-0000	329044	39.00
<b>Vendor: 179200 - KEYSTONE ADVERTISING SPECIALTIES</b>							
00013449	06/03/2020	C4099200002		MILEAGE	10-3250-581-009-00-000-000-0000	329040M	572.30
<b>Vendor: 223475 - SERENA HENRY</b>							
00013450	06/03/2020	C4099200003		SARA PECCIA	10-6740-000-009-00-000-000-0000	229019	572.30
<b>Vendor: 403065 - JOHN PECCIA</b>							
00013451	06/24/2020	C4105500001		20-511	10-0153-000-000-000-000-0000	110153	33.84
<b>Vendor: 174325 - JSASD GENERAL FUND</b>							
				Remit # 1	06/24/2020	Check Amount:	128.00

10-GENERAL FUND 773.14

Grand Total Manual Checks : 0.00  
 Grand Total Regular Checks : 773.14  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 773.14

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>1100</b>					
REGULAR PROGRAMS					
100 Salaries and Wages	9,287,490.00	0.00	9,149,891.53	137,598.47	98.51
200 Benefits	6,726,061.98	0.00	6,455,966.21	270,095.77	95.98
300 Prof Services	681,210.00	0.00	448,237.69	232,972.31	65.80
400 Property Services	67,000.00	9,705.79	50,426.48	6,867.73	89.74
500 Other Services	1,169,558.00	0.00	1,621,680.37	-452,122.37	138.65
600 SUPPLIES	324,088.50	8,081.19	275,937.22	40,070.09	87.63
700 Equipment	346,335.00	6,450.00	333,849.30	6,035.70	98.25
800 Other	3,124.00	0.00	315.00	2,809.00	10.08
<b>Totals for - 1100's</b>	<b>18,604,867.48</b>	<b>24,236.98</b>	<b>18,336,303.80</b>	<b>244,326.70</b>	<b>98.68</b>
<b>1200</b>					
SPECIAL PROGRAMS					
100 Salaries and Wages	2,123,982.45	0.00	2,101,806.81	22,175.64	98.95
200 Benefits	1,763,656.08	0.00	1,742,862.22	20,793.86	98.82
300 Prof Services	715,600.00	0.00	591,720.37	123,879.63	82.68
400 Property Services	500.00	0.00	0.00	500.00	0.00
500 Other Services	1,134,250.00	0.00	815,999.91	318,250.09	71.94
600 SUPPLIES	18,012.00	1,272.96	6,675.38	10,063.66	44.12
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	1,950.00	0.00	450.00	1,500.00	23.07
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 1200's</b>	<b>5,757,950.53</b>	<b>1,272.96</b>	<b>5,259,514.69</b>	<b>497,162.88</b>	<b>91.36</b>
<b>1300</b>					
VOCATIONAL EDUCATION					
100 Salaries and Wages	479,114.00	0.00	544,164.00	-65,050.00	113.57
200 Benefits	353,190.21	0.00	401,808.97	-48,618.76	113.76
300 Prof Services	20,000.00	0.00	3,601.80	16,398.20	18.00
400 Property Services	5,600.00	0.00	1,553.74	4,046.26	27.74
500 Other Services	9,700.00	0.00	846.50	8,853.50	8.72
600 SUPPLIES	105,913.00	7,866.34	66,554.06	31,492.60	70.26
700 Equipment	2,100.00	6,125.93	10,671.00	-14,696.93	799.85



# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
800 Other	2,900.00	0.00	1,149.00	1,751.00	39.62
<b>Totals for - 1300's</b>	<b>978,517.21</b>	<b>13,992.27</b>	<b>1,030,349.07</b>	<b>-65,824.13</b>	<b>106.72</b>
1400 OTHER INSTRUCTIONAL PRG					
100 Salaries and Wages	21,000.00	0.00	4,807.50	16,192.50	22.89
200 Benefits	8,891.19	0.00	1,808.88	7,082.31	20.34
300 Prof Services	63,000.00	0.00	95,580.45	-32,580.45	151.71
400 Property Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	63,500.00	0.00	609.25	62,890.75	0.95
600 SUPPLIES	2,500.00	0.00	394.10	2,105.90	15.76
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 1400's</b>	<b>158,891.19</b>	<b>0.00</b>	<b>103,200.18</b>	<b>55,691.01</b>	<b>64.95</b>
1500 Non-Public Instruction					
100 Salaries and Wages	0.00	0.00	2,357.00	-2,357.00	0.00
200 Benefits	0.00	0.00	1,445.00	-1,445.00	0.00
300 Prof Services	0.00	0.00	2,852.01	-2,852.01	0.00
<b>Totals for - 1500's</b>	<b>0.00</b>	<b>0.00</b>	<b>6,654.01</b>	<b>-6,654.01</b>	<b>0.00</b>
1800 PRE-KINDERGARTEN					
100 Salaries and Wages	0.00	0.00	0.00	0.00	0.00
200 Benefits	0.00	0.00	0.00	0.00	0.00
300 Prof Services	0.00	0.00	8,680.00	-8,680.00	0.00
500 Other Services	0.00	0.00	30,720.00	-30,720.00	0.00
800 Other	340,000.00	0.00	260,888.00	79,112.00	76.73
<b>Totals for - 1800's</b>	<b>340,000.00</b>	<b>0.00</b>	<b>300,288.00</b>	<b>39,712.00</b>	<b>88.32</b>
2100 SUPPORT SRVS-STUDENTS					
100 Salaries and Wages	784,544.92	0.00	782,023.98	2,520.94	99.67
200 Benefits	566,021.89	0.00	544,156.10	21,865.79	96.13
300 Prof Services	103,600.00	0.00	10,000.00	93,600.00	9.65

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
400 Property Services	3,000.00	0.00	1,673.29	1,326.71	55.77
500 Other Services	4,200.00	0.00	2,229.14	1,970.86	53.07
600 SUPPLIES	14,755.00	1,659.85	12,346.36	748.79	94.92
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	1,100.00	0.00	385.00	715.00	35.00
<b>Totals for - 2100's</b>	<b>1,477,221.81</b>	<b>1,659.85</b>	<b>1,352,813.87</b>	<b>122,748.09</b>	<b>91.69</b>
<b>2200 SUPP SRVS-INSTRCT STAFF</b>					
100 Salaries and Wages	600,005.80	0.00	502,020.28	97,985.52	83.66
200 Benefits	588,728.48	0.00	416,208.71	172,519.77	70.69
300 Prof Services	119,748.00	0.00	100,693.53	19,054.47	84.08
400 Property Services	15,100.00	3,617.93	6,875.57	4,606.50	69.49
500 Other Services	29,950.00	1,985.00	23,410.73	4,554.27	84.79
600 SUPPLIES	46,738.00	137.27	36,916.70	9,684.03	79.28
700 Equipment	7,500.00	0.00	1,210.60	6,289.40	16.14
800 Other	1,975.00	0.00	200.00	1,775.00	10.12
<b>Totals for - 2200's</b>	<b>1,409,745.28</b>	<b>5,740.20</b>	<b>1,087,536.12</b>	<b>316,468.96</b>	<b>77.55</b>
<b>2300 SUPPORT SRVS-ADMINISTRN</b>					
100 Salaries and Wages	1,252,922.00	0.00	1,209,651.80	43,270.20	96.54
200 Benefits	929,811.41	0.00	870,579.84	59,231.57	93.62
300 Prof Services	293,214.00	0.00	292,069.10	1,144.90	99.60
400 Property Services	520.00	0.00	20.00	500.00	3.84
500 Other Services	62,188.00	0.00	67,637.62	-5,449.62	108.76
600 SUPPLIES	6,650.00	0.00	3,726.68	2,923.32	56.04
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	23,905.00	0.00	23,926.89	-21.89	100.09
<b>Totals for - 2300's</b>	<b>2,569,210.41</b>	<b>0.00</b>	<b>2,467,611.93</b>	<b>101,598.48</b>	<b>96.04</b>
<b>2400 SUPP SRVS-PUPIL HEALTH</b>					
100 Salaries and Wages	202,351.00	0.00	203,832.28	-1,481.28	100.73
200 Benefits	204,947.65	0.00	213,429.37	-8,481.72	104.13

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
300 Prof Services	2,500.00	0.00	6,469.90	-3,969.90	258.79
400 Property Services	600.00	0.00	0.00	600.00	0.00
500 Other Services	450.00	0.00	0.00	450.00	0.00
600 SUPPLIES	2,978.00	480.00	2,970.01	-472.01	115.84
800 Other	265.00	0.00	0.00	265.00	0.00
<b>Totals for - 2400's</b>	<b>414,091.65</b>	<b>480.00</b>	<b>426,701.56</b>	<b>-13,089.91</b>	<b>103.16</b>
<b>2500 SUPP SRVS-BUSINESS OFFC</b>					
100 Salaries and Wages	416,156.60	0.00	398,102.42	18,054.18	95.66
200 Benefits	342,014.09	0.00	308,370.05	33,644.04	90.16
300 Prof Services	27,000.00	0.00	25,587.80	1,412.20	94.76
400 Property Services	63,100.00	0.00	45,761.93	17,338.07	72.52
500 Other Services	27,250.00	0.00	25,692.23	1,557.77	94.28
600 SUPPLIES	12,900.00	267.00	25,450.42	-12,817.42	199.35
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	4,730.00	0.00	5,451.52	-721.52	115.25
<b>Totals for - 2500's</b>	<b>893,150.69</b>	<b>267.00</b>	<b>834,416.37</b>	<b>58,467.32</b>	<b>93.45</b>
<b>2600 OPERATION, MNT OF PLANT</b>					
100 Salaries and Wages	1,097,572.02	0.00	1,016,917.92	80,654.10	92.65
200 Benefits	884,788.84	0.00	861,336.64	23,452.20	97.34
300 Prof Services	84,000.00	0.00	60,174.84	23,825.16	71.63
400 Property Services	747,368.00	1,628.98	524,492.43	221,246.59	70.39
500 Other Services	216,150.00	0.00	223,310.64	-7,160.64	103.31
600 SUPPLIES	404,185.00	41,752.54	361,756.82	675.64	99.83
700 Equipment	24,005.00	0.00	47,268.95	-23,263.95	196.91
800 Other	2,550.00	0.00	2,694.32	-144.32	105.65
<b>Totals for - 2600's</b>	<b>3,460,618.86</b>	<b>43,381.52</b>	<b>3,097,952.56</b>	<b>319,284.78</b>	<b>90.77</b>
<b>2700 STUDENT TRANSPORTN SRVS</b>					
100 Salaries and Wages	0.00	0.00	55,544.75	-55,544.75	0.00
200 Benefits	0.00	0.00	44,111.35	-44,111.35	0.00

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
300 Prof Services	8,000.00	0.00	56,303.57	-48,303.57	703.79
400 Property Services	150.00	0.00	660.69	-510.69	440.46
500 Other Services	1,761,537.00	0.00	1,693,427.50	68,109.50	96.13
600 SUPPLIES	3,773.00	0.00	9.59	3,763.41	0.25
700 Equipment	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2700's</b>	<b>1,773,460.00</b>	<b>0.00</b>	<b>1,850,057.45</b>	<b>-76,597.45</b>	<b>104.31</b>
<b>2800 SUPPORT SRVS-CENTRAL</b>					
100 Salaries and Wages	5,865.00	0.00	3,298.00	2,567.00	56.23
200 Benefits	1,578.61	0.00	9,241.55	-7,662.94	585.42
300 Prof Services	1,500.00	0.00	1,606.89	-106.89	107.12
400 Property Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	2,000.00	0.00	7,298.08	-5,298.08	364.90
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2800's</b>	<b>10,943.61</b>	<b>0.00</b>	<b>21,444.52</b>	<b>-10,500.91</b>	<b>195.95</b>
<b>2900 SUPPORT SERVICES-OTHER</b>					
500 Other Services	0.00	0.00	0.00	0.00	0.00
800 Other	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2900's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3100 FOOD SERVICES</b>					
800 Other	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 3100's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3200 STUDENT ACTIVITIES</b>					
100 Salaries and Wages	420,953.00	0.00	373,324.87	47,628.13	88.68
200 Benefits	200,374.34	0.00	170,399.76	29,974.58	85.04
300 Prof Services	44,645.00	0.00	19,762.50	24,882.50	44.26
400 Property Services	11,645.00	0.00	5,818.38	5,826.62	49.96

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
500 Other Services	96,510.00	0.00	71,927.85	24,582.15	74.52
600 SUPPLIES	72,090.00	7,832.80	58,883.47	5,373.73	92.54
700 Equipment	6,904.00	0.00	0.00	6,904.00	0.00
800 Other	17,235.00	0.00	10,622.18	6,612.82	61.63
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 3200's</b>	<b>870,356.34</b>	<b>7,832.80</b>	<b>710,739.01</b>	<b>151,784.53</b>	<b>82.56</b>
4600 BUILD IMPROV SVCS-REPL					
700 Equipment	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 4600's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5100 OTHER EXPENDITURES					
800 Other	586,434.61	0.00	548,587.49	37,847.12	93.54
900 Transfers	2,656,000.00	0.00	2,651,000.00	5,000.00	99.81
<b>Totals for - 5100's</b>	<b>3,242,434.61</b>	<b>0.00</b>	<b>3,199,587.49</b>	<b>42,847.12</b>	<b>98.67</b>
5200 Transfers					
800 Other	0.00	0.00	0.00	0.00	0.00
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 5200's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5400					
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 5400's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5500					
800 Other	0.00	0.00	0.00	0.00	0.00
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 5500's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5800 SUSPENSE ACCOUNT					
200 Benefits	0.00	0.00	-3,256.04	3,256.04	0.00
500 Other Services	0.00	0.00	0.00	0.00	0.00

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
600 SUPPLIES	0.00	8.10	0.00	-8.10	0.00
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	0.00	0.00	0.00	0.00	0.00
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 5800's</b>	<b>0.00</b>	<b>8.10</b>	<b>-3,256.04</b>	<b>3,247.94</b>	<b>0.00</b>
5900 BUDGETARY RESERVE					
800 Other	999,407.16	0.00	0.00	999,407.16	0.00
<b>Totals for - 5900's</b>	<b>999,407.16</b>	<b>0.00</b>	<b>0.00</b>	<b>999,407.16</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>42,960,866.83</b>	<b>98,871.68</b>	<b>40,081,914.59</b>	<b>2,780,080.56</b>	<b>93.52</b>

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
6100					
000	-16,979,971.00	0.00	-16,476,583.32	-503,387.68	97.03
<b>Totals for - 6100's</b>	<b>-16,979,971.00</b>	<b>0.00</b>	<b>-16,476,583.32</b>	<b>-503,387.68</b>	<b>97.03</b>
6400					
000	-700,000.00	0.00	-650,475.00	-49,525.00	92.92
<b>Totals for - 6400's</b>	<b>-700,000.00</b>	<b>0.00</b>	<b>-650,475.00</b>	<b>-49,525.00</b>	<b>92.92</b>
6500					
000	-200,000.00	0.00	-205,520.76	5,520.76	102.76
<b>Totals for - 6500's</b>	<b>-200,000.00</b>	<b>0.00</b>	<b>-205,520.76</b>	<b>5,520.76</b>	<b>102.76</b>
6700					
000	-76,100.00	0.00	-66,871.08	-9,228.92	87.87
<b>Totals for - 6700's</b>	<b>-76,100.00</b>	<b>0.00</b>	<b>-66,871.08</b>	<b>-9,228.92</b>	<b>87.87</b>
6800					
000	-438,000.00	0.00	-11,959.16	-426,040.84	2.73
<b>Totals for - 6800's</b>	<b>-438,000.00</b>	<b>0.00</b>	<b>-11,959.16</b>	<b>-426,040.84</b>	<b>2.73</b>
6900					
000	-35,000.00	0.00	-89,497.24	54,497.24	255.70
<b>Totals for - 6900's</b>	<b>-35,000.00</b>	<b>0.00</b>	<b>-89,497.24</b>	<b>54,497.24</b>	<b>255.70</b>
7100					
000	-13,784,870.00	0.00	-13,720,240.18	-64,629.82	99.53
<b>Totals for - 7100's</b>	<b>-13,784,870.00</b>	<b>0.00</b>	<b>-13,720,240.18</b>	<b>-64,629.82</b>	<b>99.53</b>
7200					
000	-2,306,285.00	0.00	-2,294,501.57	-11,783.43	99.48
<b>Totals for - 7200's</b>	<b>-2,306,285.00</b>	<b>0.00</b>	<b>-2,294,501.57</b>	<b>-11,783.43</b>	<b>99.48</b>
7300					
000	-3,193,400.00	0.00	-3,129,414.56	-63,985.44	97.99

# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
Totals for - 7300's	-3,193,400.00	0.00	-3,129,414.56	-63,985.44	97.99
7500					
000	0.00	0.00	-537,396.93	537,396.93	0.00
Totals for - 7500's	0.00	0.00	-537,396.93	537,396.93	0.00
7800					
000	-4,275,349.00	0.00	-2,205,429.32	-2,069,919.68	51.58
Totals for - 7800's	-4,275,349.00	0.00	-2,205,429.32	-2,069,919.68	51.58
8500					
000	-636,421.00	0.00	-775,511.31	139,090.31	121.85
Totals for - 8500's	-636,421.00	0.00	-775,511.31	139,090.31	121.85
8800					
000	0.00	0.00	0.00	0.00	0.00
Totals for - 8800's	0.00	0.00	0.00	0.00	0.00
9300					
000	0.00	0.00	-6,819.91	6,819.91	0.00
Totals for - 9300's	0.00	0.00	-6,819.91	6,819.91	0.00
9400 SALE-COMP FIXED ASSETS					
000	-5,000.00	0.00	-5,107.00	107.00	102.14
Totals for - 9400's	-5,000.00	0.00	-5,107.00	107.00	102.14
REVENUE Totals	-42,630,396.00	0.00	-40,175,327.34	-2,455,068.66	94.24



# Board Summary Report

Fund: 10 GENERAL FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
FUND 10 - TOTALS:					
Total Expenditure	38,719,025.06	98,863.58	36,885,583.14	1,734,578.34	95.52
Total Other Expenditure	4,241,841.77	8.10	3,196,331.45	1,045,502.22	75.35
Total Revenue	-42,625,396.00	0.00	-40,163,400.43	-2,461,995.57	94.22
Total Other Revenue	-5,000.00	0.00	-11,926.91	6,926.91	238.53
	330,470.83	98,871.68	-93,412.75	325,011.90	1.65

# Board Summary Report

Fund: 29 ATHLETIC FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
3200 STUDENT ACTIVITIES					
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00
Totals for - 3200's	0.00	0.00	0.00	0.00	0.00
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FUND 29 - TOTALS:</b>					
Total Expenditure	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00

# Board Summary Report

Fund: 32 CAPITAL RES FUND (2932)

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>4200</b> SITE IMPROVMENT SVCS					
700 Equipment	0.00	0.00	9,945.00	-9,945.00	0.00
<b>Totals for - 4200's</b>	<b>0.00</b>	<b>0.00</b>	<b>9,945.00</b>	<b>-9,945.00</b>	<b>0.00</b>
<b>4400</b> A,E & ES DEV SVCS-REPL					
300 Prof Services	0.00	0.00	3,820.88	-3,820.88	0.00
<b>Totals for - 4400's</b>	<b>0.00</b>	<b>0.00</b>	<b>3,820.88</b>	<b>-3,820.88</b>	<b>0.00</b>
<b>4600</b> BUILD IMPROV SVCS-REPL					
300 Prof Services	0.00	0.00	20,000.00	-20,000.00	0.00
700 Equipment	0.00	6,004.00	285,975.08	-291,979.08	0.00
<b>Totals for - 4600's</b>	<b>0.00</b>	<b>6,004.00</b>	<b>305,975.08</b>	<b>-311,979.08</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>6,004.00</b>	<b>319,740.96</b>	<b>-325,744.96</b>	<b>0.00</b>

# Board Summary Report

Fund: 32 CAPITAL RES FUND (2932)

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
6500					
000	0.00	0.00	-12,959.17	12,959.17	0.00
Totals for - 6500's	0.00	0.00	-12,959.17	12,959.17	0.00
<b>REVENUE Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>-12,959.17</b>	<b>12,959.17</b>	<b>0.00</b>
<b>FUND 32 - TOTALS:</b>					
Total Expenditure	0.00	6,004.00	319,740.96	-325,744.96	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	-12,959.17	12,959.17	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
	0.00	6,004.00	306,781.79	-312,785.79	0.00

# Board Summary Report

Fund: 40 Debt Refinancings

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
2300 SUPPORT SRVS-ADMINISTRN					
800 Other	0.00	0.00	143,994.87	-143,994.87	0.00
<b>Totals for - 2300's</b>	<b>0.00</b>	<b>0.00</b>	<b>143,994.87</b>	<b>-143,994.87</b>	<b>0.00</b>
5100 OTHER EXPENDITURES					
300 Prof Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	0.00	0.00	0.00
900 Transfers	0.00	0.00	4,451,123.32	-4,451,123.32	0.00
<b>Totals for - 5100's</b>	<b>0.00</b>	<b>0.00</b>	<b>4,451,123.32</b>	<b>-4,451,123.32</b>	<b>0.00</b>
5200 Transfers					
900 Transfers	0.00	0.00	6,819.91	-6,819.91	0.00
<b>Totals for - 5200's</b>	<b>0.00</b>	<b>0.00</b>	<b>6,819.91</b>	<b>-6,819.91</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>4,601,938.10</b>	<b>-4,601,938.10</b>	<b>0.00</b>

# Board Summary Report

Fund: 40 Debt Refinancings

As of 06/30/2020

fabdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
9100 SALE OF BONDS					
000	0.00	0.00	-4,601,938.10	4,601,938.10	0.00
Totals for - 9100's	0.00	0.00	-4,601,938.10	4,601,938.10	0.00
REVENUE Totals	0.00	0.00	-4,601,938.10	4,601,938.10	0.00
<b>FUND 40 - TOTALS:</b>					
Total Expenditure	0.00	0.00	143,994.87	-143,994.87	0.00
Total Other Expenditure	0.00	0.00	4,457,943.23	-4,457,943.23	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	-4,601,938.10	4,601,938.10	0.00
	0.00	0.00	0.00	0.00	0.00

# Board Summary Report

Fund: 50 FOOD SERVICE FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>3100</b> FOOD SERVICES					
100 Salaries and Wages	0.00	0.00	357,190.55	-357,190.55	0.00
200 Benefits	0.00	0.00	288,948.98	-288,948.98	0.00
300 Prof Services	0.00	0.00	0.00	0.00	0.00
400 Property Services	0.00	0.00	11,598.43	-11,598.43	0.00
500 Other Services	0.00	0.00	475,561.60	-475,561.60	0.00
600 SUPPLIES	0.00	84.96	3,033.45	-3,118.41	0.00
700 Equipment	0.00	0.00	0.00	0.00	0.00
800 Other	0.00	0.00	0.00	0.00	0.00
900 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 3100's</b>	<b>0.00</b>	<b>84.96</b>	<b>1,136,333.01</b>	<b>-1,136,417.97</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>84.96</b>	<b>1,136,333.01</b>	<b>-1,136,417.97</b>	<b>0.00</b>

# Board Summary Report

Fund: 50 FOOD SERVICE FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
6500					
000	0.00	0.00	-4,024.48	4,024.48	0.00
Totals for - 6500's	0.00	0.00	-4,024.48	4,024.48	0.00
6600					
000	0.00	0.00	-320,487.02	320,487.02	0.00
Totals for - 6600's	0.00	0.00	-320,487.02	320,487.02	0.00
6900					
000	0.00	0.00	0.00	0.00	0.00
Totals for - 6900's	0.00	0.00	0.00	0.00	0.00
7100					
000	0.00	0.00	-11,614.69	11,614.69	0.00
Totals for - 7100's	0.00	0.00	-11,614.69	11,614.69	0.00
7600					
000	0.00	0.00	-30,444.88	30,444.88	0.00
Totals for - 7600's	0.00	0.00	-30,444.88	30,444.88	0.00
7800					
000	0.00	0.00	-47,963.48	47,963.48	0.00
Totals for - 7800's	0.00	0.00	-47,963.48	47,963.48	0.00
8500					
000	0.00	0.00	-530,780.75	530,780.75	0.00
Totals for - 8500's	0.00	0.00	-530,780.75	530,780.75	0.00
9300					
000	0.00	0.00	0.00	0.00	0.00
Totals for - 9300's	0.00	0.00	0.00	0.00	0.00
9400					
000	0.00	0.00	0.00	0.00	0.00
SALE-COMP FIXED ASSETS					



# Board Summary Report

Fund: 50 FOOD SERVICE FUND

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
Totals for - 9400's	0.00	0.00	0.00	0.00	0.00
9500 REFUNDS PRIOR YRS EXPDT	0.00	0.00	0.00	0.00	0.00
000	0.00	0.00	0.00	0.00	0.00
Totals for - 9500's	0.00	0.00	0.00	0.00	0.00
REVENUE Totals	0.00	0.00	-945,315.30	945,315.30	0.00
<b>FUND 50 - TOTALS:</b>					
Total Expenditure	0.00	84.96	1,136,333.01	-1,136,417.97	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	-945,315.30	945,315.30	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
	0.00	84.96	191,017.71	-191,102.67	0.00

# Board Summary Report

Fund: 72 RAMSEY EXPEND TRUST

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
3300 COMMUNITY SERVICES					
800 Other	0.00	0.00	26,450.00	-26,450.00	0.00
<b>Totals for - 3300's</b>	<b>0.00</b>	<b>0.00</b>	<b>26,450.00</b>	<b>-26,450.00</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>26,450.00</b>	<b>-26,450.00</b>	<b>0.00</b>

# Board Summary Report

Fund: 72 RAMSEY EXPEND TRUST

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
6500					
000	0.00	0.00	-651.40	651.40	0.00
Totals for - 6500's	0.00	0.00	-651.40	651.40	0.00
6900					
000	0.00	0.00	-30,000.00	30,000.00	0.00
Totals for - 6900's	0.00	0.00	-30,000.00	30,000.00	0.00
REVENUE Totals	0.00	0.00	-30,651.40	30,651.40	0.00
<b>FUND 72 - TOTALS:</b>					
Total Expenditure	0.00	0.00	26,450.00	-26,450.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	-30,651.40	30,651.40	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	-4,201.40	4,201.40	0.00

# Board Summary Report

Fund: 74 Sechrist Schlrship Fund

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
3300 COMMUNITY SERVICES					
000	0.00	0.00	-3,159.00	3,159.00	0.00
Totals for - 3300's	0.00	0.00	-3,159.00	3,159.00	0.00
EXPENDITURE Totals	0.00	0.00	-3,159.00	3,159.00	0.00

# Board Summary Report

Fund: 74 Sechrist Schlrship Fund

As of 06/30/2020

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
6500					
000	0.00	0.00	-1,234.38	1,234.38	0.00
Totals for - 6500's	0.00	0.00	-1,234.38	1,234.38	0.00
6900					
000	0.00	0.00	0.00	0.00	0.00
Totals for - 6900's	0.00	0.00	0.00	0.00	0.00

**REVENUE Totals**

FUND 74 - TOTALS:	Current Budget	Encumbered	Expended/Rec	Balance	% Used
Total Expenditure	0.00	0.00	-3,159.00	3,159.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	-1,234.38	1,234.38	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
<b>REVENUE Totals</b>	0.00	0.00	-1,234.38	1,234.38	0.00

**Grand Totals**

	Current Budget	Encumbered	Expended/Rec	Balance	% Used
Total Expenditure	38,719,025.06	104,952.54	38,508,942.98	105,129.54	99.72
Total Other Expenditure	4,241,841.77	8.10	7,654,274.68	-3,412,441.01	180.44
Total All Expenditures	42,960,866.83	104,960.64	46,163,217.66	-3,307,311.47	107.69
Total Revenue	-42,625,396.00	0.00	-41,153,560.68	-1,471,835.32	96.54
Total Other Revenue	-5,000.00	0.00	-4,613,865.01	4,608,865.01	0.00
Total All Revenues	-42,630,396.00	0.00	-45,767,425.69	3,137,029.69	107.35
<b>Grand Totals</b>	330,470.83	104,960.64	395,791.97	-170,281.78	151.52

# Fund Accounting Check Register

PLGIT CAPITAL RESERV - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000129	06/23/2020	C4104000001	20000686	410473-0720	32-4600-752-000-00-616-000-000-0000	332616	65,896.81

Vendor: 121413 - TEQLEASE

Remit # 2 Check Date: 06/23/2020 Check Amount: 65,896.81

32-CAPITAL RES FUND (2932) 65,896.81

Grand Total Manual Checks : 0.00  
 Grand Total Regular Checks : 65,896.81  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 65,896.81

# Fund Accounting Check Register

PLGIT CAFETERIA FUND - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00004750	06/03/2020	C4099400001		59420	50-3100-430-000-000-000-0000	350012	208.00
<b>Vendor: 216500 - QUALITY AIR MECHANICAL, INC.</b>							
00004751	06/10/2020	C4100500001		JUSTIN SMEAL	50-0480-000-000-000-482-000-0000	150480R	16.22
<b>Vendor: 403148 - JUSTIN SMEAL</b>							
00004752	06/10/2020	C4100500002		AARON HARER	50-0480-000-000-000-482-000-0000	150480R	16.22
<b>Vendor: 403149 - THERESA HARER</b>							
00004753	06/24/2020	C4105700002		2224746	50-3100-430-000-000-000-0000	350012	13.00
<b>Vendor: 194200 - MEIER SUPPLY CO., INC</b>							
00004754	06/24/2020	C4105700001		LINDSEY MCKEAN	50-3100-230-000-000-000-0000	350009	117.44
<b>Vendor: 216000 - PSERS</b>							
					Remit # 1	Check Amount:	117.44
					Remit # 1	Check Amount:	546.91
					Remit # 1	Check Amount:	546.91

50-FOOD SERVICE FUND 901.57

Grand Total Manual Checks : 0.00  
 Grand Total Regular Checks : 901.57  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 901.57

# Fund Accounting Check Register

MUNICIPALITY - FOOD SERVICE - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
*EFT00937	06/20/2020	M4101200001		MAY 2020	50-3100-571-000-000-000-0000	350571	14,410.10
*EFT00937	06/20/2020	M4101200002		MAY 2020	50-3100-572-000-000-000-0000	350572	13,070.28

Vendor: 205950 - NUTRITION, INC.

Check Date: 06/11/2020      Check Amount: 27,480.38

50-FOOD SERVICE FUND      27,480.38

Grand Total Manual Checks :      27,480.38  
 Grand Total Regular Checks :      0.00  
 Grand Total Direct Deposits:      0.00  
 Grand Total Credit Card Payments:      0.00  
 Grand Total All Checks :      27,480.38



# Fund Accounting Check Register

fackrgc

GENERAL FUND - FNB - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
*EFT00956	06/15/2020	M4101200042			10-2330-335-000-00-000-000-0000	233335	120.06
Vendor: 150455 - FNB BANK NA							120.06
Check Date: 06/15/2020							Check Amount: 120.06

10-GENERAL FUND 120.06

Grand Total Manual Checks : 120.06

Grand Total Regular Checks : 0.00

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 120.06

# Fund Accounting Check Register

fackrgc

PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
00051676	06/03/2020	C4098800001		76757-04003	10-2620-422-000-10-060-000-000-0000	310616	29.09
00051676	06/03/2020	C4098800002		39560-57009	10-2620-422-000-10-060-000-000-0000	310616	1,025.44
00051676	06/03/2020	C4098800003		39160-57007	10-2620-422-000-10-060-000-000-0000	310616	207.21
<b>Vendor: 210800 - PPL ELECTRIC UTILITIES</b>							
00051677	06/03/2020	C4098800004		969087591	10-2620-531-000-00-070-000-000-0000	311756	1,261.74
00051677	06/03/2020	C4098800005		969087591	10-2620-531-000-30-010-000-000-0000	310134	2,433.82
00051677	06/03/2020	C4098800006		969087591	10-2620-531-000-30-020-000-000-0000	310227	161.20
00051677	06/03/2020	C4098800007		969087591	10-2620-531-000-10-040-000-000-0000	310422	51.00
00051677	06/03/2020	C4098800008		969087591	10-2620-531-000-10-060-000-000-0000	310620	25.50
00051677	06/03/2020	C4098800009		969087591	10-2620-531-000-10-030-000-000-0000	310317	51.00
<b>Vendor: 239905 - T-MOBILE</b>							
00051678	06/03/2020	C4098800010		411006774458	10-2620-621-000-30-020-000-000-0000	310229	2,883.72
00051678	06/03/2020	C4098800011		411006774458	10-2620-621-000-30-020-000-000-0000	310229	2,056.57
00051678	06/03/2020	C4098800012		411006774458	10-2620-621-000-30-020-000-000-0000	310229	1,519.19
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
00051679	06/03/2020	C4098800013		570398-5560	10-2620-531-000-00-070-000-000-0000	311756	-157.49
00051679	06/03/2020	C4098800014		570398-5560	10-2620-531-000-30-010-000-000-0000	310134	687.21
00051679	06/03/2020	C4098800015		570398-5560	10-2620-531-000-30-020-000-000-0000	310227	572.68
00051679	06/03/2020	C4098800016		570398-5560	10-2620-531-000-10-040-000-000-0000	310422	458.14
00051679	06/03/2020	C4098800017		570398-5560	10-2620-531-000-10-060-000-000-0000	310620	343.61
00051679	06/03/2020	C4098800018		570398-5560	10-2620-531-000-10-030-000-000-0000	310317	114.54
<b>Vendor: 243970 - VERIZON</b>							
00051680	06/03/2020	C4098800019		6671	10-0153-000-000-00-000-000-0000	110153	114.54
00051680	06/03/2020	C4098800020		3734	10-2380-580-000-10-040-000-000-0000	310428	2,290.72
00051680	06/03/2020	C4098800021		2339	10-1225-610-000-30-020-000-000-0000	310295SP	-449.67
00051680	06/03/2020	C4098800022		0640	10-1225-610-000-30-020-000-000-0000	310295SP	-375.00
00051680	06/03/2020	C4098800023		2151	10-2310-348-000-00-000-023-000-0000		3.99
00051680	06/03/2020	C4098800024		2111	10-2220-756-000-00-000-023-000-0000	340734	4.99
00051680	06/03/2020	C4098800025		4042	10-2220-348-000-00-000-023-000-0000	311511	29.99
00051680	06/03/2020	C4098800026		4107	10-2360-640-000-00-000-000-0000	310847	311.60
00051680	06/03/2020	C4098800027		0238	10-0153-000-000-00-000-000-0000	110153	39.00
<b>Vendor: 244275 - CARDMEMBER SERVICES</b>							
00051681	06/10/2020	C4100700012		HS01884720	10-2620-621-000-10-030-000-000-0000	310375	216.00
00051681	06/10/2020	C4100700013		HS01884721	10-2620-621-000-10-060-000-000-0000	310657	257.18
<b>Remit # 1 Check Date: 06/03/2020 Check Amount: 38.08</b>							
<b>Remit # 2 Check Date: 06/03/2020 Check Amount: 176.16</b>							

\* Denotes Non-Negotiable Transaction  
 P - Prenote      d - Direct Deposit      c - Credit Card Payment  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051681	06/10/2020	C4100700014		HS01884722	10-2620-621-000-30-020-000-000-0000	310229	587.22
00051681	06/10/2020	C4100700015		HS01884723	10-2620-621-000-30-010-000-000-0000	312158	832.03
00051681	06/10/2020	C4100700016		HS01884724	10-2620-621-000-00-070-000-000-0000	310962	208.16
<b>Vendor: 140060 - DIRECT ENERGY BUSINESS</b>					<b>Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>2,102.53</b>
00051682	06/10/2020	C4100700001		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	69.75
<b>Vendor: 140760 - WILLIAM DORWART</b>					<b>Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>69.75</b>
00051683	06/10/2020	C4100700002		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	67.98
<b>Vendor: 154350 - DOUGLAS GARNER</b>					<b>Remit # 1 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>67.98</b>
00051684	06/10/2020	C4100700009		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	64.75
00051684	06/10/2020	C4100700010		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	89.97
<b>Vendor: 156425 - ROBIN THOMPSON</b>					<b>Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>154.72</b>
00051685	06/10/2020	C4100700017		073321	10-2620-411-000-00-070-000-000-0000	311303	25.24
00051685	06/10/2020	C4100700018		073321	10-2620-411-000-10-030-000-000-0000	310311	54.86
00051685	06/10/2020	C4100700019		073321	10-2620-411-000-10-040-000-000-0000	310417	225.16
00051685	06/10/2020	C4100700020		073321	10-2620-411-000-10-060-000-000-0000	310638	95.24
00051685	06/10/2020	C4100700021		073321	10-2620-411-000-30-020-000-000-0000	310223	224.49
00051685	06/10/2020	C4100700022		073321	10-2620-411-000-30-010-000-000-0000	310129	419.43
00051685	06/10/2020	C4100700023		073321	10-2620-411-000-00-070-000-000-0000	311303	261.01
<b>Vendor: 161775 - FRED HAMM INC</b>					<b>Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>1,305.43</b>
00051686	06/10/2020	C4100700003		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	225.00
<b>Vendor: 181480 - SCOTT E KRUPA</b>					<b>Remit # 1 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>225.00</b>
00051687	06/10/2020	C4100700034		91500277382005	10-2620-531-000-00-070-000-000-0000	311756	148.66
00051687	06/10/2020	C4100700035		91500277382005	10-2620-531-000-30-010-000-000-0000	310134	0.90
00051687	06/10/2020	C4100700036		91500277382005	10-2620-531-000-10-040-000-000-0000	310422	0.24
<b>Vendor: 189200 - VERIZON BUSINESS SERVICES</b>					<b>Remit # 1 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>149.80</b>
00051688	06/10/2020	C4100700025		36220-67004	10-2620-622-000-00-070-000-000-0000	311859	74.80
00051688	06/10/2020	C4100700026		36220-67004	10-2620-422-000-00-070-000-000-0000	311785	299.19
00051688	06/10/2020	C4100700027		39220-67028	10-2620-422-000-00-080-000-000-0000	311382	109.02
<b>Vendor: 210800 - PPL ELECTRIC UTILITIES</b>					<b>Remit # 2 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>483.01</b>
00051689	06/10/2020	C4100700024		08475-00	10-2620-424-000-10-030-000-000-0000	310315	120.64
<b>Vendor: 212700 - PINE CREEK MUNICIPAL AUTHORITY</b>					<b>Remit # 1 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>120.64</b>
00051690	06/10/2020	C4100700004		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	64.75
<b>Vendor: 218100 - RICHARD REESE</b>					<b>Remit # 1 Check Date: 06/10/2020</b>	<b>Check Amount:</b>	<b>64.75</b>
00051691	06/10/2020	C4100700005		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	120.99

\* Denotes Non-Negotiable Transaction  
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PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051691	06/10/2020	C4100700006		UNIFORMS	10-2620-610-000-000-0000	310939	101.85
<b>Vendor: 220540 - DANIEL ROBINSON</b>							
00051692	06/10/2020	C4100700007		UNIFORMS	10-2620-610-000-000-0000	310939	222.84
<b>Vendor: 220780 - CRAIG RODGERS</b>							
00051693	06/10/2020	C4100700008		UNIFORMS	10-2620-610-000-000-0000	310939	165.00
<b>Vendor: 237040 - MATTHEW TAYLOR</b>							
00051694	06/10/2020	C4100700028		411006713647	10-2620-621-000-10-030-000-0000	310375	165.00
00051694	06/10/2020	C4100700029		411006713795	10-2620-621-000-30-010-000-0000	312158	1,689.21
00051694	06/10/2020	C4100700030		411006774003	10-2620-621-000-00-070-000-0000	310962	610.25
00051694	06/10/2020	C4100700031		411006774250	10-2620-621-000-10-060-000-0000	310657	814.39
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
00051695	06/10/2020	C4100700032		570398-5058	10-2620-531-000-00-070-000-0000	311756	3,680.34
00051695	06/10/2020	C4100700033		570398-0365	10-2620-531-000-00-070-000-0000	311756	823.43
<b>Vendor: 243970 - VERIZON</b>							
00051696	06/10/2020	C4100700037		9855448638	Remit # 1 10-2620-531-000-00-070-000-0000	311756	35.92
00051696	06/10/2020	C4100700038		9855448638	10-2620-531-000-30-010-000-0000	310134	859.35
00051696	06/10/2020	C4100700039		9855448638	10-2620-531-000-30-020-000-0000	310227	1,410.97
00051696	06/10/2020	C4100700040		9855448638	10-2620-531-000-10-040-000-0000	310422	300.58
00051696	06/10/2020	C4100700041		9855448638	10-2620-531-000-10-060-000-0000	310620	383.97
00051696	06/10/2020	C4100700042		9855448638	10-2620-531-000-10-030-000-0000	310317	340.59
00051696	06/10/2020	C4100700043		9855448638	10-3250-531-009-00-000-000-0000	329137	102.72
00051696	06/10/2020	C4100700044		9855448638	10-2130-531-000-00-000-000-0000	311264	157.85
00051696	06/10/2020	C4100700045		9855448638	10-1290-531-000-00-000-000-0000	340061	203.30
00051696	06/10/2020	C4100700046		9855448638	10-2220-650-431-00-000-020-000-0000	340696-20	95.15
<b>Vendor: 243975 - VERIZON WIRELESS</b>							
00051697	06/10/2020	C4100700011		UNIFORMS	Remit # 1 10-2620-610-000-00-000-000-0000	310939	55.14
<b>Vendor: 247670 - JANICE WELSHANS</b>							
00051769	06/24/2020	C4104200001		681091	10-1110-640-000-30-010-000-0000	310103	400.10
<b>Vendor: 175960 - JHU PRESS</b>							
00051770	06/24/2020	C4105900001		UNIFORMS	Remit # 1 10-2620-610-000-00-000-000-0000	310939	3,450.37
<b>Vendor: 129937 - KEITH CONFAIR</b>							
00051771	06/24/2020	C4105900005		HS01912391	10-2620-621-000-10-040-000-0000	310488	216.60
<b>Vendor: 140060 - DIRECT ENERGY BUSINESS</b>							
00051772	06/24/2020	C4105900003		UNIFORMS	10-2620-610-000-00-000-000-0000	310939	216.60

\* Denotes Non-Negotiable Transaction  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
<b>Vendor: 147458 - ANGEL ENGLISH</b>							
00051773	06/24/2020	C4105900006		REIMBURSEMENT	10-1110-610-391-30-010-020-000-0000	343901-20	91.99
00051773	06/24/2020	C4105900007		REIMBURSEMENT	10-1380-610-000-30-010-025-000-0000	312978	4.29
<b>Vendor: 177880 - STEVEN KEEN</b>							
00051774	06/24/2020	C4105900014		570398-8200	10-2620-531-000-00-070-000-000-0000	311756	4.69
00051774	06/24/2020	C4105900015		570398-8200	10-2620-531-000-30-010-000-000-0000	310134	8.98
00051774	06/24/2020	C4105900016		570398-8200	10-2620-531-000-30-020-000-000-0000	310227	52.64
00051774	06/24/2020	C4105900017		570398-8200	10-2620-531-000-10-040-000-000-0000	310422	43.86
00051774	06/24/2020	C4105900018		570398-8200	10-2620-531-000-10-060-000-000-0000	310620	35.09
00051774	06/24/2020	C4105900019		570398-8200	10-2620-531-000-10-030-000-000-0000	310317	26.32
00051774	06/24/2020	C4105900020		570398-7972	10-2620-531-000-00-000-000-000-0000	311510	8.77
<b>Vendor: 193200 - MCI COMM SERVICE</b>							
00051775	06/24/2020	C4105900002		UNIFORMS	10-2620-610-000-00-000-000-000-0000	310939	8.77
<b>Vendor: 207830 - JUDY PACKER</b>							
00051776	06/24/2020	C4105900008		34774-31005	10-2620-422-000-30-010-000-000-0000	310131	87.99
00051776	06/24/2020	C4105900009		85342-32005	10-2620-422-000-30-020-000-000-0000	310224	30.72
00051776	06/24/2020	C4105900010		46119-21454	10-2620-422-000-30-010-000-000-0000	310131	29.30
00051776	06/24/2020	C4105900011		86119-21458	10-2620-422-000-00-080-000-000-0000	311382	27.64
00051776	06/24/2020	C4105900012		83670-61003	10-2730-422-000-00-000-000-000-0000	311365	29.38
00051776	06/24/2020	C4105900013		16900-60006	10-2620-422-000-30-020-000-000-0000	310224	27.64
<b>Vendor: 210800 - PPL ELECTRIC UTILITIES</b>							
00051777	06/24/2020	C4105900004		UNIFORMS	10-2620-610-000-00-000-000-000-0000	310939	1,083.79
<b>Vendor: 222030 - DARLEEN RUNNER</b>							
00051778	06/24/2020	C4105900021		411007368144	10-2620-621-000-10-040-000-000-0000	310488	1,228.47
00051778	06/24/2020	C4105900022		411007863565	10-2620-621-000-00-080-000-000-0000	343772	230.00
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
00051779	06/29/2020	C4107000001		20-21	10-0180-000-000-00-000-000-000-0000	110180	230.00
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
00051780	06/29/2020	C4107000002		570398-0365	10-2620-531-000-00-070-000-000-0000	311756	238.84
<b>Vendor: 193200 - MCI COMM SERVICE</b>							
00051781	06/29/2020	C4107000003		0729	10-0153-000-000-00-000-000-000-0000	110153	24.58
00051781	06/29/2020	C4107000004		6976	10-2220-348-000-00-000-023-000-0000	311511	263.42
00051781	06/29/2020	C4107000005		3584	10-1225-610-000-30-020-000-000-0000	310295SP	2,000.00
00051781	06/29/2020	C4107000006		6339	10-1225-610-000-30-020-000-000-0000	310295SP	2,000.00

\* Denotes Non-Negotiable Transaction  
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# Fund Accounting Check Register

PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
00051781	06/29/2020	C4107000007		7801	10-2220-348-000-00-000-023-000-0000	311511	39.00
00051781	06/29/2020	C4107000008		4306	10-2380-580-000-10-040-000-000-0000	310428	445.00
<b>Vendor: 244275 - CARDMEMBER SERVICES</b>							
00051782	06/29/2020	C4107700001	20000728	2009309	Remit # 1 Check Date: 06/29/2020	Check Amount:	153.18
00051782	06/29/2020	C4107700002	20000728	2009309	10-2120-610-431-00-000-020-000-0000	343784-20	887.00
<b>Vendor: 129481 - COMMITTEE FOR CHILDREN</b>							
00051783	06/29/2020	L4107100001	20000713	936499443465	10-2120-610-431-00-000-020-000-0000	343784-20	272.64
00051783	06/29/2020	L4107100002	20000711	445374588398	10-1110-610-020-30-020-000-000-0000		14.99
00051783	06/29/2020	L4107100003	20000711	696654486487	10-1110-610-020-30-020-000-000-0000		65.95
00051783	06/29/2020	L4107100004	20000711	447639949973	10-1110-610-020-30-020-000-000-0000		19.26
00051783	06/29/2020	L4107100005	20000714	748636958375	10-2120-610-431-00-000-020-000-0000	343784-20	78.58
00051783	06/29/2020	L4107100006	20000715	633747787434	10-2120-610-431-00-000-020-000-0000	343784-20	78.58
00051783	06/29/2020	L4107100007	20000714	593586598896	10-2120-610-431-00-000-020-000-0000	343784-20	108.49
00051783	06/29/2020	L4107100008	20000714	457394336459	10-2120-610-431-00-000-020-000-0000	343784-20	40.47
00051783	06/29/2020	L4107100009	20000715	533557765393	10-2120-610-431-00-000-020-000-0000	343784-20	108.49
00051783	06/29/2020	L4107100010	20000715	46984365845	10-2120-610-431-00-000-020-000-0000	343784-20	40.47
00051783	06/29/2020	L4107100011	20000720	685474799933	10-2120-610-431-00-000-020-000-0000	343784-20	28.99
00051783	06/29/2020	L4107100012	20000719	599697359788	10-2120-610-431-00-000-020-000-0000	343784-20	57.98
00051783	06/29/2020	L4107100013	20000717	486438865384	10-3250-610-009-00-000-000-000-0000	329044	47.99
00051783	06/29/2020	L4107100014	20000719	468989879336	10-2120-610-431-00-000-020-000-0000	343784-20	33.97
00051783	06/29/2020	L4107100015	20000720	458486484763	10-2120-610-431-00-000-020-000-0000	343784-20	33.97
00051783	06/29/2020	L4107100016	20000720	449785766358	10-2120-610-431-00-000-020-000-0000	343784-20	33.48
00051783	06/29/2020	L4107100017	20000719	449559767857	10-2120-610-431-00-000-020-000-0000	343784-20	33.48
00051783	06/29/2020	L4107100018	20000704	468359457659	10-1110-610-000-30-010-000-000-0000	310102	756.72
00051783	06/29/2020	L4107100019	20000674	456488595378	10-3250-610-009-00-000-000-000-0000	329044	13.96
00051783	06/29/2020	L4107100020	20000729	457346657846	10-2120-610-431-00-000-020-000-0000	343784-20	175.92
00051783	06/29/2020	C4107000009	20000722	498588439988	10-2620-610-986-00-000-000-000-0000		2,695.50
00051783	06/29/2020	C4107000010		734799996997	10-1110-650-000-00-000-023-000-0000	310774	25.18
00051783	06/29/2020	C4107000011		869988384845	10-2620-610-000-00-000-000-000-0000	310939	20.98
<b>Vendor: 104200 - SYNCHRONY BANK/AMAZON</b>							<b>4,786.04</b>
					Remit # 2 Check Date: 06/30/2020	Check Amount:	
<b>10-GENERAL FUND</b>							<b>36,503.35</b>
<b>Grand Total Manual Checks :</b>							<b>0.00</b>

\* Denotes Non-Negotiable Transaction  
P - Prenote      d - Direct Deposit      c - Credit Card Payment  
# - Payable Transaction      JERSEY SHORE AREA SCHOOL DIST      Page 5  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - FROM 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
Grand Total Regular Checks :							36,503.35
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							36,503.35

# Fund Accounting Check Register

factrggc

PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051795	07/22/2020	L4114100001	21000067	INV-US-9465	10-1110-348-000-10-030-023-000-0000	310386	924.00
00051795	07/22/2020	L4114100002	21000067	INV-US-9465	10-1110-348-000-10-040-023-000-0000	310484	1,540.00
00051795	07/22/2020	L4114100003	21000067	INV-US-9465	10-1110-348-000-10-060-023-000-0000	310663	924.00
<b>Vendor: 100015 - 3P LEARNING INC</b>					<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>3,388.00</b>
00051796	07/17/2020	C4113300001		200244	10-1110-610-000-30-020-000-000-0000	310203	275.25 #
<b>Vendor: 100900 - ADDIES AWARDS &amp; PRINTING</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>275.25</b>
00051797	07/17/2020	C4113300002		292224	10-2620-430-000-00-000-000-0000	310932	26.00 #
<b>Vendor: 103425 - ALL ROUND TIRE CO</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>26.00</b>
00051798	07/22/2020	C4114500006		3000020540	10-1110-810-000-30-010-000-000-0000	310106	90.00
<b>Vendor: 104300 - AMERICAN ASSOCIATION OF TEACHERS OF GERMANY</b>					<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>90.00</b>
00051799	07/21/2020	C4113900001	20000726	AC23148886	10-2220-438-000-00-000-023-000-0000	311078	1,379.00 #
00051799	07/21/2020	C4113900002	20000726	AC1353106	10-2220-438-000-00-000-023-000-0000	311078	212.00 #
00051799	07/22/2020	L4114100004	21000126	AC2947239	10-1110-756-986-00-000-000-0000		91,140.00
00051799	07/22/2020	L4114100005	21000126	AC29467240	10-1110-756-986-00-000-000-0000		67,620.00
<b>Vendor: 106550 - APPLE COMPUTER INC</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>160,351.00</b>
00051800	07/21/2020	C4114000001		2447114	10-2380-810-000-30-020-000-000-0000	310247	89.00
<b>Vendor: 107600 - ASCD</b>					<b>Remit # 4 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>89.00</b>
00051801	07/17/2020	C4113300003	20000126	2006-055609	10-2620-610-000-30-010-000-000-0000	310135	35.80 #
00051801	07/21/2020	C4113900003	20000731	2006+055992	10-2120-610-431-00-000-020-000-0000	343784-20	342.22 #
00051801	07/21/2020	C4114000002	21000133	2007-058187	10-2620-610-000-00-000-000-0000	310939	43.19
00051801	07/21/2020	C4114000003	21000133	2007-057554	10-2620-610-000-30-020-000-000-0000	310228	50.80
00051801	07/21/2020	C4114000004	21000133	2007-058428	10-2620-610-000-00-000-000-0000	310939	18.99
<b>Vendor: 108815 - BLUESTAR FINANCIAL, INC.</b>					<b>Remit # 2 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>491.00</b>
00051802	07/21/2020	C4114000005		6061609	10-2620-610-000-10-060-000-000-0000	310622	56.76
<b>Vendor: 109025 - BDS</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>56.76</b>
00051803	07/21/2020	C4113900004	20000612	710281	10-2220-438-000-00-000-023-000-0000	311078	700.00 #
<b>Vendor: 109102 - BTN SYSTEMS</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>700.00</b>
00051804	07/17/2020	C4113300004		BR1647131	10-2310-330-000-00-000-000-0000	310819	7,800.00 #
<b>Vendor: 109400 - BAKER TILLY VIRCHOW KRAUSE, LLP</b>					<b>Remit # 1 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>7,800.00</b>
00051805	07/17/2020	C4113300005		2001590	10-2220-538-000-00-000-023-000-0000	311079	678.40 #
00051805	07/21/2020	C4113700001		2001634	10-2260-322-000-00-000-000-0000		6,875.00 #
00051805	07/22/2020	C4114600015		2100005	10-2660-610-987-00-000-000-0000		39,794.32
<b>Vendor: 115900 - BLAST INTERMEDIATE UNIT 17</b>					<b>Remit # 2 Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>47,347.72</b>

\* Denotes Non-Negotiable Transaction  
P - Prenote  
d - Direct Deposit  
c - Credit Card Payment  
JERSEY SHORE AREA SCHOOL DIST  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051806	07/22/2020	L4114100006	21000053	4065601	10-5800-610-000-00-000-000-SUSP	999999	17.16
00051806	07/22/2020	L4114100007	21000040	4064959	10-5800-610-000-00-000-000-SUSP	999999	12.96
00051806	07/22/2020	L4114100008	21000033	4064743	10-5800-610-000-00-000-000-SUSP	999999	16.20
<b>Vendor: 116000 - BLICK ART MATERIALS</b>							
00051807	07/17/2020	C4113300006	20000127	71802	Remit # 1 Check Date: 07/28/2020	Check Amount:	46.32
00051807	07/17/2020	C4113300007	20000127	71801	10-2620-610-000-00-070-000-000-0000	311758	17.32 #
00051807	07/17/2020	C4113300008	20000127	71803	10-2620-610-000-00-000-000-000-0000	310939	61.77 #
00051807	07/17/2020	C4113300009	20000127	71996	10-2620-610-000-30-010-000-000-0000	310135	78.92 #
00051807	07/17/2020	C4113300010	20000127	71209	10-2620-610-000-30-010-000-000-0000	310135	22.42 #
00051807	07/17/2020	C4113300011	20000127	71804	10-2620-610-000-30-020-000-000-0000	310228	100.07 #
00051807	07/17/2020	C4113300012	20000127	71205	10-2620-610-000-10-060-000-000-0000	310622	19.16 #
00051807	07/17/2020	C4113300013	20000127	71800	10-2620-610-000-10-030-000-000-0000	310319	34.95 #
<b>Vendor: 121100 - BUTTORFFS HARDWARE</b>							
00051808	07/21/2020	C4113900005	20000730	ZGH9527	Remit # 1 Check Date: 07/28/2020	Check Amount:	356.60
00051808	07/21/2020	C4113900006	20000730	ZGH9527	10-1110-756-000-30-010-023-000-0000	312125	1,935.00 #
00051808	07/21/2020	C4113900007	20000730	ZGH9527	10-1110-756-000-10-060-023-000-0000	310666	645.00 #
00051808	07/21/2020	C4113900008	20000730	ZGH9527	10-1110-756-000-10-030-023-000-0000	310389	645.00 #
00051808	07/21/2020	C4113900009	20000730	ZGH9527	10-1110-756-000-10-040-023-000-0000	310478	1,290.00 #
00051808	07/21/2020	C4113900010	20000727	ZDT8801	10-1110-756-000-30-020-023-000-0000	312217	1,935.00 #
00051808	07/22/2020	C4114600012	20000727	ZHS5875	10-2220-438-000-00-000-023-000-0000	311078	379.04 #
<b>Vendor: 121413 - CDW-GOVERNMENT</b>							
00051809	07/22/2020	L4114100009	21000052	00823	Remit # 1 Check Date: 07/28/2020	Check Amount:	7,713.85
00051809	07/22/2020	L4114100010	21000046	00821	10-5800-610-000-00-000-000-000-SUSP	999999	221.93
00051809	07/22/2020	L4114100011	21000039	00822	10-5800-610-000-00-000-000-000-SUSP	999999	75.45
00051809	07/22/2020	L4114100012	21000026	00819	10-5800-610-000-00-000-000-000-SUSP	999999	58.37
00051809	07/22/2020	L4114100013	21000021	00825	10-5800-610-000-00-000-000-000-SUSP	999999	19.14
00051809	07/22/2020	L4114100014	21000032	00820	10-5800-610-000-00-000-000-000-SUSP	999999	113.40
<b>Vendor: 123360 - CASCADE SCHOOL SUPPLIES</b>							
00051810	07/17/2020	C4113300014	20000138	INV58576	Remit # 1 Check Date: 07/28/2020	Check Amount:	529.18
00051810	07/17/2020	C4113300015	20000138	INV58576	10-2620-610-000-30-020-000-000-0000	310228	1,320.00 #
00051810	07/17/2020	C4113300016	20000138	INV58506	10-2620-610-000-30-010-000-000-0000	310135	1,320.00 #
00051810	07/21/2020	C4114000015	21000136	INV58730	10-2620-610-000-10-040-000-000-0000	310424	181.80 #
<b>Vendor: 127200 - CLARKSON CHEMICAL CO INC</b>							
00051811	07/21/2020	C4114000008		JULY 2020	Remit # 1 Check Date: 07/28/2020	Check Amount:	2,833.80
					10-0462-213-000-00-000-000-000-0000	110462-213	1,136.95

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

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051811	07/21/2020	C4114000009		JULY 2020	50-0462-213-000-00-000-000-0000	150462-213	11.50
00051811	07/21/2020	C4114000010		AUGUST 2020	10-0462-213-000-00-000-000-0000	110462-213	1,146.15
00051811	07/21/2020	C4114000011		AUGUST 2020	50-0462-213-000-00-000-000-0000	150462-213	11.50
<b>Vendor:</b>	<b>128250 - CM REGENT LLC</b>				<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051812	07/21/2020	C4114000014		82129	10-2620-810-000-30-010-000-0000	310149	395.00
<b>Vendor:</b>	<b>129700 - COMMONWEALTH CODE INSPECTION SERVICE, INC.</b>				<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>395.00</b>
00051813	07/21/2020	C4114000016		1157015	10-2620-810-000-00-000-000-0000	311062	65.00
<b>Vendor:</b>	<b>129750 - COMMONWEALTH OF PENNSYLVANIA</b>				<b>Remit # 2</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051814	07/22/2020	L4114100015	21000057	201230	10-2620-430-000-10-030-000-0000	310316	65.00
00051814	07/22/2020	L4114100016	21000056	201227	10-2620-430-000-30-010-000-0000	310133	1,675.00
00051814	07/22/2020	L4114100017	21000055	201224	10-2620-430-000-30-020-000-0000	310226	3,958.00
00051814	07/22/2020	C4114600014	201233	201233	10-2620-430-000-10-060-000-0000	310619	1,675.00
<b>Vendor:</b>	<b>130795 - CORECOMM SOLUTIONS INC</b>				<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051815	07/22/2020	L4114100035	21000118	3450980677	10-5800-610-000-00-000-000-SUSP	999999	8,828.00
00051815	07/22/2020	L4114100036	21000105	3450980676	10-2540-610-000-00-000-000-0000	310897	102.70
00051815	07/22/2020	L4114100037	21000105	3451111375	10-2540-610-000-00-000-000-0000	310897	136.59
00051815	07/22/2020	L4114100038	21000105	3451111371	10-2540-610-000-00-000-000-0000	310897	136.59
<b>Vendor:</b>	<b>130830 - STAPLES</b>				<b>Remit # 2</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051816	07/21/2020	C4114000018		31009	10-2620-610-000-10-060-000-0000	310622	144.00
<b>Vendor:</b>	<b>133550 - CREST/GOOD MFG. CO., INC.</b>				<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051817	07/17/2020	C4113300020	20000129	S101463672.001	10-2620-610-000-00-070-000-0000	311758	144.00
<b>Vendor:</b>	<b>138225 - DENNEY ELECTRIC SUPPLY</b>				<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>111.96 #</b>
00051818	07/21/2020	C4114000019		01-66124	10-2620-610-000-10-060-000-0000	310622	111.96 #
00051818	07/21/2020	C4114000020		01-66640	10-2620-610-000-00-000-000-0000	310939	6.42
<b>Vendor:</b>	<b>140600 - DOTTERER EQUIPMENT</b>				<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>557.98</b>
00051819	07/17/2020	C4113300021		CT47712	10-2620-610-000-00-000-000-0000	310939	564.40
<b>Vendor:</b>	<b>141725 - THOMAS L DUNLAP LLC</b>				<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051820	07/17/2020	C4113300022		7214859	10-2620-430-000-00-070-000-0000	311757	59.18
00051820	07/17/2020	C4113300024		7169034	10-2620-430-000-30-010-000-0000	310133	67.00 #
<b>Vendor:</b>	<b>141881 - J.C. EHRLICH CO., INC.</b>				<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051821	07/21/2020	C4114000021		663102	10-0474-000-000-00-000-000-0000	110474	44.00 #
<b>Vendor:</b>	<b>142340 - EASTERN ALLIANCE INSURANCE GROUP</b>				<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>111.00</b>
00051822	07/17/2020	C4113300023		256785	10-2620-430-000-10-060-000-0000	310619	56,630.00
<b>Vendor:</b>	<b>142340 - EASTERN ALLIANCE INSURANCE GROUP</b>				<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>	<b>56,630.00</b>
00051822	07/17/2020	C4113300023		256785	10-2620-430-000-10-060-000-0000	310619	115.95 #

\* Denotes Non-Negotiable Transaction  
 # - Payable Transaction      P - Prenote      d - Direct Deposit      c - Credit Card Payment  
 07/22/2020 12:23:22 PM      JERSEY SHORE AREA SCHOOL DIST      Page 3

# Fund Accounting Check Register

PLIGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051822	07/21/2020	C4114000022		R256842	10-2620-430-000-10-030-000-000-0000	310316	510.00
00051822	07/21/2020	C4114000023		R256990	10-2620-430-000-30-020-000-000-0000	310226	564.00
00051822	07/21/2020	C4114000024		R256841	10-2620-430-000-00-070-000-000-0000	311757	510.00
00051822	07/21/2020	C4114000025		R256843	10-2620-430-000-30-010-000-000-0000	310133	564.00
00051822	07/21/2020	C4114000026		R256989	10-2620-430-000-10-060-000-000-0000	310619	414.00
<b>Vendor: 142400 - EASTERN SECURITY SERVICES</b>							
00051823	07/22/2020	C4114500001	21000078	SR2006920	Remit # 1 Check Date: 07/28/2020	Check Amount:	2,677.95
00051823	07/22/2020	C4114500002	21000078	SR2006920	10-2380-348-000-10-030-023-000-0000	310391	436.20
00051823	07/22/2020	C4114500003	21000078	SR2006920	10-2380-348-000-10-060-023-000-0000	310668	436.20
00051823	07/22/2020	C4114500004	21000078	SR2006920	10-2380-348-000-10-040-023-000-0000	311723	2,617.20
00051823	07/22/2020	C4114500005	21000078	SR2006920	10-2380-348-000-30-010-023-000-0000	312140	2,617.20
00051823	07/22/2020	C4114500006	21000078	SR2006920	10-2380-348-000-30-020-023-000-0000	312229	2,617.20
<b>Vendor: 145985 - EDULINK, INC.</b>							
00051824	07/21/2020	C4113900011	20000725	20-2013	Check Date: 07/28/2020	Check Amount:	8,724.00
00051825	07/21/2020	C4114000017	21000138	S041146602.001	10-1110-430-000-30-010-000-000-0000	310100	4,110.00 #
<b>Vendor: 147630 - ENVIRONMENTAL MARKETING SERVICES</b>							
00051826	07/17/2020	C4113300017	20000130	S40943976.001	Check Date: 07/28/2020	Check Amount:	652.78
00051826	07/17/2020	C4113300018	20000130	S040944239.001	10-2620-610-000-00-070-000-000-0000	311758	270.44 #
00051826	07/17/2020	C4113300019	20000130	S040868236.001	10-2620-610-000-00-000-000-0000	310939	25.80 #
<b>Vendor: 153250 - COOPER ELECTRIC COMPANY</b>							
00051827	07/17/2020	C4113300025		38460	Check Date: 07/28/2020	Check Amount:	188.98 #
00051827	07/21/2020	C4114000027		38488	Remit # 2 Check Date: 07/28/2020	Check Amount:	485.22
00051828	07/21/2020	C4114000063		UNIFORMS	10-2620-610-000-30-020-000-000-0000	310228	250.28 #
<b>Vendor: 156425 - ROBIN THOMPSON</b>							
00051829	07/21/2020	C4113900025	20000723	9561404691	Check Date: 07/28/2020	Check Amount:	611.68
00051829	07/21/2020	C4113900026	20000723	9562802950	Remit # 1 Check Date: 07/28/2020	Check Amount:	861.96
00051829	07/21/2020	C4113900027	20000723	9561404691	10-2620-430-000-10-060-000-000-0000	310619	224.90
<b>Vendor: 160150 - H &amp; H SERVICE COMPANY INC</b>							
00051830	07/21/2020	C4113900012	20000739	6502051420	Check Date: 07/28/2020	Check Amount:	224.90
00051831	07/21/2020	C4113700003		1018346	Remit # 3 Check Date: 07/28/2020	Check Amount:	224.90
00051832	07/17/2020	C4113300027		26883445	10-2620-610-000-00-000-000-0000	310939	72.75 #
<b>Vendor: 165200 - HERFF JONES LLC</b>							
00051832	07/17/2020	C4113300027		26883445	Remit # 1 Check Date: 07/28/2020	Check Amount:	5,826.00 #
<b>Vendor: 166500 - MAYER ELECTRIC SUPPLY COMPANY, INC.</b>							
00051832	07/17/2020	C4113300027		26883445	Check Date: 07/28/2020	Check Amount:	5,898.75
00051832	07/17/2020	C4113300027		26883445	Remit # 3 Check Date: 07/28/2020	Check Amount:	311.29 #
00051832	07/17/2020	C4113300027		26883445	10-1110-610-000-30-010-000-000-0000	310133	311.29 #
00051832	07/17/2020	C4113300027		26883445	Remit # 1 Check Date: 07/28/2020	Check Amount:	793.58 #
00051832	07/17/2020	C4113300027		26883445	10-2220-650-000-00-000-023-000-0000	311788	793.58 #
00051832	07/17/2020	C4113300027		26883445	Remit # 3 Check Date: 07/28/2020	Check Amount:	299.32 #
00051832	07/17/2020	C4113300027		26883445	10-1110-610-000-30-010-000-000-0000	310102	299.32 #

# - Payable Transaction  
 \* Denotes Non-Negotiable Transaction  
 P - Prenote  
 d - Direct Deposit  
 c - Credit Card Payment  
 JERSEY SHORE AREA SCHOOL DIST  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051833	07/17/2020	C4113300028		MN00013547	10-2330-330-000-000-0000	311810	200.00 #
<b>Vendor: 171600 - INFOCON CORPORATION</b>							
00051834	07/21/2020	C4114000028		35979	10-2620-430-000-30-010-000-0000	310133	200.00
00051834	07/21/2020	C4114000029		35979	10-2620-430-000-30-020-000-000-0000	310226	885.00
00051834	07/21/2020	C4114000030		35979	10-2620-430-000-10-030-000-000-0000	310316	875.00
00051834	07/21/2020	C4114000031		35979	10-2620-430-000-10-060-000-000-0000	310619	385.00
00051834	07/21/2020	C4114000032		35979	10-2620-430-000-10-040-000-000-0000	310421	485.00
<b>Vendor: 171730 - INTEGRITEC INC.</b>							
00051835	07/21/2020	C4114000033		23207	10-2833-390-000-00-000-000-0000	310955	3,515.00
<b>Vendor: 172875 - INTERSTATE TAX SERVICE INC.</b>							
00051836	07/17/2020	C4113300029		GRADUATION	10-1110-442-000-30-010-000-000-0000	312110	401.43
<b>Vendor: 175062 - JERSEY SHORE AREA EMS</b>							
00051837	07/21/2020	C4114000034		86879827	10-2620-430-000-10-060-000-000-0000	310619	187.50 #
00051837	07/21/2020	C4114000036		21741111	10-2620-430-000-30-010-000-000-0000	310133	187.50 #
00051837	07/21/2020	C4114000037		21741107	10-2620-430-000-30-020-000-000-0000	310226	7,765.00
00051837	07/21/2020	C4114000038		21741109	10-2620-430-000-10-060-000-000-0000	310619	2,200.00
00051837	07/21/2020	C4114000039		21741110	10-2620-430-000-10-040-000-000-0000	310421	1,650.00
00051837	07/21/2020	C4114000040		21741113	10-2620-430-000-10-030-000-000-0000	310316	960.00
00051837	07/21/2020	C4114000041		21741112	10-2620-430-000-00-070-000-000-0000	311757	2,302.00
<b>Vendor: 176000 - JOHNSON CONTROLS FIRE PROTECTION LP</b>							
00051838	07/21/2020	C4113700004		20061	10-1241-323-000-30-000-000-000-0000	311711	705.00
00051838	07/21/2020	C4113700005		20061	10-1442-323-000-30-000-000-000-0000	311703	1,010.00
<b>Vendor: 176600 - JUSTICEWORKS YOUTHCARE INC</b>							
00051839	07/21/2020	C4113700006		62020120	10-2514-810-000-00-000-000-0000	310917	16,592.00
<b>Vendor: 177151 - KADES-MARGOLIS CORPORATION</b>							
00051840	07/21/2020	C4113700011		EDUC 571	10-2834-240-000-00-000-000-0000	340712	258.00 #
<b>Vendor: 177880 - STEVEN KEEN</b>							
00051841	07/21/2020	C4113700007		PETTY CASH	10-1342-610-000-30-010-025-000-0000	312938	1,170.00 #
00051841	07/21/2020	C4113700008		PETTY CASH	10-1380-610-000-30-010-025-000-0000	312978	1,428.00
00051841	07/21/2020	C4113700009		PETTY CASH	10-1110-610-000-30-010-000-000-0000	310102	45.00
00051841	07/21/2020	C4113700010		PETTY CASH	10-2120-610-000-30-010-000-000-0000	310114	1,620.00 #
<b>Vendor: 177880 - STEVEN KEEN</b>							
00051842	07/21/2020	C4113700002		222	10-2620-430-000-30-010-000-000-0000	310133	1,620.00 #
<b>Vendor: 179325 - DWIGHT A. DAUBERMAN</b>							
					Check Date: 07/28/2020	Check Amount:	800.00

\* Denotes Non-Negotiable Transaction  
 P - Prenote      d - Direct Deposit      c - Credit Card Payment  
 # - Payable Transaction      JERSEY SHORE AREA SCHOOL DIST      Page 5  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - FROM 07/28/2020 TO 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051843	07/22/2020	L4114100019	21000043	25266.00	10-5800-610-000-000-000-SUSP	999999	32.00
00051843	07/22/2020	L4114100020	21000009	25269.00	10-5800-610-000-000-000-SUSP	999999	515.14
00051843	07/22/2020	L4114100021	21000036	25267.00	10-5800-610-000-000-000-SUSP	999999	26.34
00051843	07/22/2020	L4114100022	21000023	25264.00	10-5800-610-000-000-000-SUSP	999999	26.34
00051843	07/22/2020	L4114100023	21000049	25268.00	10-5800-610-000-000-000-SUSP	999999	241.09
00051843	07/22/2020	L4114100024	21000029	25265.00	10-5800-610-000-000-000-SUSP	999999	54.69
00051843	07/22/2020	L4114100025	21000018	25270.00	10-5800-610-000-000-000-SUSP	999999	2,443.41
<b>Vendor: 181801 - KURTZ BROTHERS</b>							
00051844	07/21/2020	C4113700012		072503	Remit # 1 Check Date: 07/28/2020	Check Amount: 3,339.01	217.50 #
00051844	07/21/2020	C4114000042		0124MTR6300	10-2310-549-000-000-000-0000	310825	195.00
<b>Vendor: 186200 - LOCK HAVEN EXPRESS</b>							
00051845	07/21/2020	C4113900013	20000672	IN0721692	Remit # 1 Check Date: 07/28/2020	Check Amount: 412.50	480.00 #
<b>Vendor: 189500 - WILLIAM V MACGILL &amp; CO</b>							
00051846	07/21/2020	C4113700020		13360074	10-2350-330-000-000-000-0000	310835	2,047.50 #
00051846	07/21/2020	C4113700021		13366787	10-2350-330-000-000-000-0000	310835	270.00 #
<b>Vendor: 191493 - MARSHALL, DENNEHEY, WARNER, COLEMAN &amp;</b>							
<b>GOGGIN</b>							
00051847	07/22/2020	C4114500008		570398-7972	10-2620-531-000-000-000-0000	311510	37.93
00051847	07/22/2020	C4114600001		570398-8200	10-2620-531-000-000-000-0000	311756	79.03 #
00051847	07/22/2020	C4114600002		570398-8200	10-2620-531-000-000-000-0000	310134	65.86 #
00051847	07/22/2020	C4114600003		570398-8200	10-2620-531-000-000-000-0000	310227	52.69 #
00051847	07/22/2020	C4114600004		570398-8200	10-2620-531-000-000-000-0000	310422	39.52 #
00051847	07/22/2020	C4114600005		570398-8200	10-2620-531-000-000-000-0000	310620	13.17 #
00051847	07/22/2020	C4114600006		570398-8200	10-2620-531-000-000-000-0000	310317	13.17 #
<b>Vendor: 193200 - MCI COMM SERVICE</b>							
00051848	07/21/2020	C4114000043		ED 673	Check Date: 07/28/2020	Check Amount: 301.37	1,548.00
00051848	07/21/2020	C4114000044		ED 698	10-2270-240-000-000-000-0000	310811	1,548.00
00051848	07/21/2020	C4114000045		ED 699	10-2270-240-000-000-000-0000	310811	1,548.00
00051848	07/21/2020	C4114000046		EDIM 502	10-2270-240-000-000-000-0000	310811	1,548.00
<b>Vendor: 193300 - JENNIFER MCKEE</b>							
00051849	07/17/2020	C4113300032		41258337	Check Date: 07/28/2020	Check Amount: 6,192.00	268.61 #
<b>Vendor: 193385 - MCMASTER-CARR SUPPLY COMPANY</b>							
00051850	07/21/2020	C4114000075		UNIFORMS	Remit # 1 Check Date: 07/28/2020	Check Amount: 268.61	89.70
<b>Vendor: 196482 - JEFFREY MILLER</b>							
					Check Date: 07/28/2020	Check Amount: 89.70	

\* Denotes Non-Negotiable Transaction  
 P - Prenote      d - Direct Deposit      c - Credit Card Payment  
 JERSEY SHORE AREA SCHOOL DIST      Page 6  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051851	07/21/2020	C4114000076		310268	10-2620-521-000-000-000-0000	310934	66,269.00
00051851	07/21/2020	C4114000077		310270	10-2310-523-000-000-000-0000	310823	9,382.00
00051851	07/21/2020	C4114000078		310266	10-2620-521-000-000-000-0000	310934	8,460.00
00051851	07/21/2020	C4114000079		310914	10-2310-523-000-000-000-0000	310823	13,266.00
00051851	07/21/2020	C4114000080		307687	10-2310-523-000-000-000-0000	310823	9,983.00
00051851	07/21/2020	C4114000081		310267	10-2620-522-000-000-000-0000	310935	8,324.00
00051851	07/21/2020	C4114000082		310269	10-2620-521-000-000-000-0000	310934	17,685.00
<b>Vendor: 200400 - R R MOTTER AGENCY</b>							
00051852	07/17/2020	C4113300040	20000135	016964	10-2620-610-000-000-000-0000	310939	32.16 #
00051852	07/17/2020	C4113300041	20000135	016963	10-2620-610-000-000-000-0000	310939	4.82 #
00051852	07/17/2020	C4113300042	20000135	015013	10-2620-610-000-000-000-0000	310939	99.49 #
00051852	07/17/2020	C4113300043	20000135	066866	10-2620-610-000-000-000-0000	310939	42.54 #
<b>Vendor: 201785 - TONER AUTO PARTS, INC.</b>							
00051853	07/22/2020	L4114100026	21000027	861769	10-5800-610-000-000-000-SUSP	999999	21.30
00051853	07/22/2020	L4114100027	21000124	866568	10-5800-610-000-000-000-SUSP	999999	75.20
00051853	07/22/2020	L4114100028	21000034	862871	10-5800-610-000-000-000-SUSP	999999	9.67
<b>Vendor: 201801 - NASCO</b>							
00051854	07/21/2020	C4114000047		1513229	Remit # 1 10-2620-430-000-00-070-000-0000	311757	106.17
<b>Vendor: 205682 - NORTH CENTRAL SIGHT SERVICES, INC.</b>							
00051855	07/21/2020	C4114000048		LYNN KLOSE	10-2514-810-000-000-000-0000	310917	146.18
00051855	07/21/2020	C4114000049		MAUREN ERLANDSN	10-2515-810-000-000-000-0000	360353	207.73
<b>Vendor: 208900 - PASBO</b>							
00051856	07/21/2020	C4114000053		BRIAN ULMER	Remit # 3 10-2360-810-000-000-000-0000	310848	65.00
<b>Vendor: 208910 - PASCD MEMBERSHIP</b>							
00051857	07/17/2020	C4113300049		MILEAGE	Remit # 1 10-2120-581-000-000-000-0000	343996	29.90
<b>Vendor: 208950 - JENNIFER PATTERSON</b>							
00051858	07/22/2020	L4114100029	21000003	51416226.001	10-2620-610-000-000-000-0000	310939	1,509.73
<b>Vendor: 210750 - PENNSYLVANIA PAPER &amp; SUPPLY COMPANY</b>							
00051859	07/22/2020	C4114600007		39220-67028	Remit # 1 10-2620-422-000-00-080-000-0000	311382	129.42 #
00051859	07/22/2020	C4114600008		75230-67000	10-2620-422-000-10-040-000-000-0000	310418	3,637.03 #
00051859	07/22/2020	C4114600009		36220-67004	10-2620-622-000-00-070-000-000-0000	311859	351.84 #
00051859	07/22/2020	C4114600010		36220-67004	10-2620-422-000-00-070-000-000-0000	311785	1,407.37 #
<b>Vendor: 210800 - PPL ELECTRIC UTILITIES</b>							
00051860	07/17/2020	C4113300033		0000864057	Remit # 2 10-2620-610-000-00-000-000-0000	310939	5,525.66
<b>Vendor: 210860 - PPL ELECTRIC UTILITIES</b>							
00051860	07/17/2020	C4113300033		0000864057	10-2620-610-000-00-000-000-0000	310939	63.00 #

\* Denotes Non-Negotiable Transaction  
P - Prenote      d - Direct Deposit      c - Credit Card Payment  
# - Payable Transaction      JERSEY SHORE AREA SCHOOL DIST      Page 7  
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# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor:</b>	<b>210850</b>	<b>- PA ONE CALL SYSTEM INC</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051861	07/21/2020	C4114000052		500007688	10-2380-810-000-30-020-000-000-0000	310247	63.00
							595.00
<b>Vendor:</b>	<b>210860</b>	<b>- PA PRINCIPALS ASSOCIATION</b>			<b>Check Date:</b>	<b>07/28/2020</b>	<b>Check Amount:</b>
00051862	07/21/2020	C4114000012		JULY 2020	10-0462-214-000-00-000-000-0000	110462-214	595.00
00051862	07/21/2020	C4114000013		AUGUST 2020	10-0462-214-000-00-000-000-0000	110462-214	534.44
							534.73
<b>Vendor:</b>	<b>210900</b>	<b>- CM-REGENT, LLC</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051863	07/21/2020	C4114000050		INV-42682-M5C2J5	10-2310-348-000-00-000-023-000-0000		1,069.17
00051863	07/21/2020	C4114000051		2021430	10-2360-810-000-00-000-000-0000	310848	9,000.00
							13,488.28
<b>Vendor:</b>	<b>210900</b>	<b>- PA SCHOOL BOARD ASSOC</b>			<b>Remit # 2</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051864	07/22/2020	L4114100030	21000127	354325549	10-3210-610-000-30-010-000-000-0000	310141	79.99
<b>Vendor:</b>	<b>211400</b>	<b>- J W PEPPER &amp; SON INC</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051865	07/21/2020	C4113900014	20000693	18632229-00	10-1110-640-000-30-020-000-000-0000	310204	79.99
00051865	07/22/2020	C4114600016	20000693	18632229-01	10-1110-640-000-30-020-000-000-0000	310204	1,877.16 #
							88.84 #
<b>Vendor:</b>	<b>211800</b>	<b>- PERMA-BOUND</b>			<b>Check Date:</b>	<b>07/28/2020</b>	<b>Check Amount:</b>
00051866	07/22/2020	L4114100031	21000063	5131895482	10-2150-610-000-10-000-000-000-0000	340205	1,966.00
							607.50
<b>Vendor:</b>	<b>212350</b>	<b>- PHONAK, LLC</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051867	07/21/2020	C4114000054		JULY 2020	10-0462-215-000-00-000-000-0000	110462-215	607.50
00051867	07/21/2020	C4114000055		JULY 2020	10-0480-215-000-00-000-000-CPAY	110480V	518.88
00051867	07/21/2020	C4114000056		AUGUST 2020	10-0462-215-000-00-000-000-0000	110462-215	444.96
00051867	07/21/2020	C4114000057		AUGUST 2020	10-0480-215-000-00-000-000-CPAY	110480V	518.88
							444.96
<b>Vendor:</b>	<b>215990</b>	<b>- PSEA HEALTH AND WELFARE FUND</b>			<b>Check Date:</b>	<b>07/28/2020</b>	<b>Check Amount:</b>
00051868	07/17/2020	C4113300034		JOSEPH MCGINTY	10-1110-230-000-10-000-000-000-0000	310726	1,927.68
							37.14 #
<b>Vendor:</b>	<b>216000</b>	<b>- PSERS</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051869	07/21/2020	C4113700013		52362	10-1233-322-000-30-000-000-000-0000	340724	37.14
<b>Vendor:</b>	<b>216350</b>	<b>- PYRAMID HEALTHCARE, INC.</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051870	07/22/2020	L4114100032	21000012	S1412899.001	10-3250-610-003-00-000-000-000-0000	329041	4,815.00 #
00051870	07/22/2020	L4114100033	21000017	S1414037.001	10-5800-610-000-00-000-000-SUSP	999999	36.45
00051870	07/22/2020	L4114100040	21000012	S1412899.001	10-3250-610-003-00-000-000-BSKB	345011	2,598.52
00051870	07/22/2020	L4114100041	21000012	S1412899.001	10-3250-610-003-00-000-000-BSKG	345012	588.00
00051870	07/22/2020	L4114100042	21000012	S1412899.001	10-3250-610-009-00-000-000-BASE		588.00
00051870	07/22/2020	L4114100043	21000012	S1412899.001	10-3250-610-009-00-000-000-SOFT		1,139.22
							367.50
<b>Vendor:</b>	<b>216376</b>	<b>- PYRAMID SCHOOL PRODUCTS</b>			<b>Remit # 1</b>	<b>Check Date: 07/28/2020</b>	<b>Check Amount:</b>
00051871	07/21/2020	C4114000058		N8352232	10-2540-532-000-00-000-000-0000	340721	5,317.69
<b>Vendor:</b>	<b>216490</b>	<b>- QUADIANT LEASING USA, INC.</b>			<b>Check Date:</b>	<b>07/28/2020</b>	<b>Check Amount:</b>
							516.87

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

# Fund Accounting Check Register

PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051872	07/17/2020	C4113300035		67420	10-2620-430-000-10-030-000-000-0000	310316	255.00 #
<b>Vendor: 216500 - QUALITY AIR MECHANICAL, INC.</b>							
00051873	07/21/2020	C4114000059		1998	INT'L TRUCK 10-2620-430-000-00-000-000-0000	310932	625.40
<b>Vendor: 216800 - JEFFREY RAAB ENTERPRISES</b>							
00051874	07/21/2020	C4113900015	20000655	2297601	10-1342-640-000-30-010-025-000-0000	312939	625.40
<b>Vendor: 224200 - SCHOLASTIC INC</b>							
00051875	07/22/2020	L4114100018	21000061	INV-70599	Remit # 1 10-2620-348-000-00-000-000-0000	343971	288.77 #
<b>Vendor: 224250 - DUDE SOLUTIONS, INC.</b>							
00051876	07/22/2020	L4114100034	21000020	308103551163	Remit # 1 10-5800-610-000-00-000-000-0000-SUSP	999999	3,341.68
<b>Vendor: 225103 - SCHOOL SPECIALTY</b>							
00051877	07/21/2020	C4114000060		7176-4	Remit # 1 10-2620-610-000-00-070-000-000-0000	311758	745.23
00051877	07/21/2020	C4114000061		7432-1	10-2620-610-000-30-020-000-000-0000	310228	145.56
<b>Vendor: 227300 - SHERWIN-WILLIAMS</b>							
00051878	07/21/2020	C4114000062		UNIFORMS	Check Date: 07/28/2020	310939	48.52
<b>Vendor: 229892 - JASON SMITH</b>							
00051879	07/17/2020	C4113300037		649423	Check Date: 07/28/2020	310825	194.08
00051879	07/17/2020	C4113300038		649267	Check Date: 07/28/2020	310956	174.92
00051879	07/17/2020	C4113300039		649660	Check Date: 07/28/2020	310825	174.92
<b>Vendor: 235050 - SUN-GAZETTE COMPANY</b>							
00051880	07/21/2020	C4113900016	20000740	00207307	Remit # 1 10-2620-430-000-10-030-000-000-0000	310316	250.00 #
00051880	07/21/2020	C4113900017	20000740	0020312	10-2620-430-000-30-010-000-000-0000	310133	765.05 #
00051880	07/21/2020	C4113900018	20000740	00207308	10-2620-430-000-00-070-000-000-0000	311757	302.45 #
00051880	07/21/2020	C4113900019	20000740	00207311	10-2620-430-000-10-040-000-000-0000	310421	1,317.50
00051880	07/21/2020	C4113900020	20000740	00207310	10-2620-430-000-30-020-000-000-0000	310226	64.55 #
00051880	07/21/2020	C4113900021	20000740	00207309	10-2620-430-000-30-010-000-000-0000	310133	187.20 #
<b>Vendor: 235750 - SUSQUEHANNA FIRE EQUIPMENT COMPANY</b>							
00051881	07/21/2020	C4113900022	20000560	13985	Remit # 1 10-2660-610-000-00-000-000-0000	340692	81.30 #
<b>Vendor: 239650 - TIADAGHTON EMBROIDERY</b>							
00051882	07/22/2020	L4114100039	21000005	96275	Check Date: 07/28/2020	999999	64.55 #
<b>Vendor: 240500 - THE TREE HOUSE, INC.</b>							
00051883	07/21/2020	C41137000016		27334	Remit # 2 10-5800-610-000-00-000-000-0000-SUSP	999999	167.70 #
<b>Vendor: 241300 - TULPEHOCKEN WATER</b>							
00051884	07/22/2020	C4114600011		411007863565	Remit # 1 10-2620-424-000-00-070-000-000-0000	311911	145.55 #
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
00051884	07/22/2020	C4114600011		411007863565	Remit # 1 10-2620-621-000-00-080-000-000-0000	343772	710.85
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	640.22 #
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	640.22
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	106.00
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	106.00
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	18.00 #
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	18.00
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	23.75 #
00051884	07/22/2020	C4114600011		411007863565	Check Date: 07/28/2020	340692	23.75

# - Payable Transaction      P - Prenote      \* Denotes Non-Negotiable Transaction  
d - Direct Deposit      c - Credit Card Payment  
JERSEY SHORE AREA SCHOOL DIST      Page 9



# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/28/2020 to 07/28/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051885	07/17/2020	C4113300044		MAY 2020	10-1260-330-000-10-000-000-0000	340165	88.00 #
<b>Vendor: 243307 - UPMC</b>							
00051886	07/22/2020	C4114500009		570753-5221	10-2620-531-000-10-030-000-0000	310317	332.03
<b>Vendor: 243970 - VERIZON</b>							
00051887	07/21/2020	C4113900026	20000721	466473	Remit # 1 10-1110-610-391-30-010-020-0000	343901-20	332.03
<b>Vendor: 244250 - VEX ROBOTICS, INC.</b>							
00051888	07/17/2020	C4113300045		JERSHSCH2006	Remit # 1 10-2620-610-000-00-000-0000	310939	85.00 #
00051888	07/17/2020	C4113300046		JERSHSCH2006	10-2620-610-000-30-010-000-0000	310135	76.50 #
00051888	07/17/2020	C4113300047		JERSHSCH2006	10-1380-610-000-30-010-025-0000	312978	323.00 #
00051888	07/21/2020	C4113900023	20000737	84630	10-1380-752-243-30-000-020-0000	344003	89.93 #
00051888	07/21/2020	C4113900024	20000737	84630	10-1380-610-000-30-010-025-0000	312978	15.07 #
<b>Vendor: 247500 - WELD TEC SERVICE &amp; SALES</b>							
00051889	07/21/2020	C4114000064		JULY 2020	10-2720-513-000-00-000-000-0000	310954	589.50
00051889	07/21/2020	C4114000065		JULY 2020	10-2750-513-000-00-000-000-0000	311192	87,939.43
00051889	07/21/2020	C4114000066		JULY 2020	10-0153-000-000-00-000-000-WNDK	110153W	9,512.79
<b>Vendor: 250840 - WINDECKER ENTERPRISES, INC.</b>							
00051890	07/21/2020	C4114000067		RT00313012	Remit # 1 10-1110-756-000-30-010-023-0000	312125	129,660.13
00051890	07/21/2020	C4114000068		RT00313012	10-0180-000-000-00-000-000-WNTH	110180W	11,735.87
<b>Vendor: 251350 - WINTHROP RESOURCES CORPORATION</b>							
00051891	07/21/2020	C4113700017		010649664	Remit # 1 10-2540-442-000-00-000-000-0000	311024	141,396.00
00051891	07/21/2020	C4113700018		010649665	10-2540-442-000-00-000-000-0000	311024	1,659.27 #
00051891	07/21/2020	C4113700019		010756621	10-2120-442-000-30-010-000-0000	310766	1,682.24 #
<b>Vendor: 253200 - XEROX CORPORATION</b>							
00051892	07/17/2020	C4113300048		2147634	Remit # 1 10-1110-442-000-30-010-000-0000	312110	181.96 #
00051892	07/21/2020	C4114000069		2167224	10-2540-442-000-00-000-000-0000	311024	395.00
00051892	07/21/2020	C4114000070		2167224	10-1110-442-000-30-010-000-0000	312110	601.06
00051892	07/21/2020	C4114000071		2167224	10-1110-442-000-30-020-000-0000	310242	901.59
00051892	07/21/2020	C4114000072		2167224	10-1110-442-000-10-040-000-0000	310402	901.58
00051892	07/21/2020	C4114000073		2167224	10-1110-442-000-10-030-000-0000	310302	300.52
00051892	07/21/2020	C4114000074		2167224	10-1110-442-000-10-060-000-0000	310602	300.52
<b>Vendor: 253210 - XEROX FINANCIAL SERVICES</b>							
00051893	07/22/2020	C4114500007	21000179	SF-003726	Check Date: 07/28/2020	Check Amount:	4,301.85
<b>Vendor: 300895 - SMART FUTURES</b>							
00051894	07/17/2020	C4113300036		HIST E-497	Check Date: 07/28/2020	Check Amount:	4,000.00

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

# Fund Accounting Check Register

PLGIT GENERAL FUND - From 07/28/2020 To 07/28/2020

fackrgc

Check #    Tran Date    Tran #    PO No.    Invoice #    Account Code    A.S.N.    Expended Amt

Vendor:    402256 - REBECCA SCHALLER    Check Date:    07/28/2020    Check Amount:    2,840.00

10-GENERAL FUND							813,029.52
50-FOOD SERVICE FUND							23.00
Grand Total Manual Checks :							0.00
Grand Total Regular Checks :							813,052.52
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							813,052.52

# Fund Accounting Check Register

fackrgc

MUNICIPALITY - GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*BE00396C	06/23/2020	M4101200044		BE003968580C	10-0462-212-000-00-000-000-0000	110462-212	2,951.17
*BE00396C	06/23/2020	M4101200045		BE003968580C	50-0462-212-000-00-000-000-0000	150462-212	70.83
*BE00396C	06/23/2020	M4101200046		BE003968580C	10-0462-212-000-00-000-000-RTRE	110462-212R	417.00
*BE00396C	06/23/2020	M4108200001		BE003968580C	10-0462-212-000-00-000-000-0000	110462-212	-2,951.17
*BE00396C	06/23/2020	M4108200002		BE003968580C	50-0462-212-000-00-000-000-0000	150462-212	-70.83
*BE00396C	06/23/2020	M4108200003		BE003968580C	10-0462-212-000-00-000-000-RTRE	110462-212R	-417.00
<b>Vendor: 137700 - DELTA DENTAL</b>							
*EFT00938	06/08/2020	M4101200003		INV184605	10-1110-329-000-10-000-000-0000	310704-4	933.80
*EFT00938	06/08/2020	M4101200004		INV184605	10-1241-329-000-30-000-000-0000	340326-4	233.45
*EFT00938	06/08/2020	M4101200005		INV182579	10-0180-000-000-00-000-000-0000	110180	1,867.60
*EFT00938	06/08/2020	M4101200006		INV182626	10-0180-000-000-00-000-000-0000		466.90
*EFT00938	06/08/2020	M4101200007		INV183308	10-0180-000-000-00-000-000-0000		2,334.50
*EFT00938	06/08/2020	M4101200008		INV183673	10-1110-329-000-10-000-000-0000	310704-4	1,167.25
*EFT00938	06/08/2020	M4101200009		INV183673	10-1241-329-000-30-000-000-0000	340326-4	933.80
*EFT00938	06/08/2020	M4101200010		INV183674	10-2380-599-000-10-000-000-0000	310999-4	238.14
*EFT00938	06/08/2020	M4101200011		INV184205	10-1110-329-000-10-000-000-0000	310704-4	1,167.25
*EFT00938	06/08/2020	M4101200012		INV184205	10-1241-329-000-30-000-000-0000	340326-4	700.35
<b>Vendor: 231001 - Source4Teachers</b>							
*EFT00940	06/05/2020	M4101200014			78-0479-000-000-00-000-000-046-0000	178479DR	2,037.21
<b>Vendor: 148125 - EXPERTPAY</b>							
*EFT00941	06/05/2020	M4101200015			78-0479-000-000-00-000-000-069-0000	178479 HSA	6,695.37
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
*EFT00946	06/08/2020	M4101200024		BE003959301C	10-0462-212-000-00-000-000-0000	110462-212	6,695.37
*EFT00946	06/08/2020	M4101200025		BE003959301C	50-0462-212-000-00-000-000-0000	150462-212	4,250.89
<b>Vendor: 137700 - DELTA DENTAL</b>							
*EFT00948	06/16/2020	M4101200027			10-0462-211-000-00-000-000-0000	150462-211	101.61
*EFT00948	06/16/2020	M4101200028			10-0462-211-000-00-000-000-0000	110462-211	4,352.50
*EFT00948	06/16/2020	M4101200029			10-0480-211-000-00-000-000-CPAY	110480C	10,263.61
*EFT00948	06/16/2020	M4101200030			10-0462-281-000-00-000-000-0000	110462-281	373,518.01
*EFT00948	06/16/2020	M4101200031			10-0153-211-000-00-000-000-BCBS	110153BC	33,248.19
<b>Vendor: 188650 - LYCOMING COUNTY INSURANCE CONSORTIUM</b>							
*EFT00949	06/17/2020	M4101200032			10-2220-292-000-00-000-000-0000	311595	22,176.82
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
*EFT00952	06/19/2020	M4101200036			78-0479-000-000-00-000-000-046-0000	178479DR	-371.68
<b>Vendor: 438834 - JERSEY SHORE AREA SCHOOL DIST</b>							
<b>Vendor: 1,000.00</b>							
<b>Vendor: 1,000.00</b>							
<b>Vendor: 768.06</b>							

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

# - Payable Transaction      06/30/2020 12:52:34 PM  
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# Fund Accounting Check Register

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MUNCY - GENERAL FUND - From 06/01/2020 To 06/30/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 148125 - EXPERTPAY</b>							
*EFT00953	06/19/2020	M4101200037			78-0479-000-000-000-069-0000	178479 HSA	4,730.37
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
*EFT00955	06/25/2020	M4101200041			10-2514-810-000-000-000-0000	310917	4,730.37
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
*EFT00958	06/23/2020	M4101200051		BE003968580C	10-0462-212-000-000-000-0000	110462-212	317.75
*EFT00958	06/23/2020	M4101200052		BE003968580C	50-0462-212-000-000-000-0000	150462-212	2,951.17
*EFT00958	06/23/2020	M4101200053		BE003968580C	10-0462-212-000-000-000-RTRE	110462-212R	70.83
<b>Vendor: 137700 - DELTA DENTAL</b>							
*EFT00959	06/24/2020	M4101200047		be003968580A	Remit # 2	Check Amount:	3,439.00
*EFT00959	06/24/2020	M4101200048		be003968580A	10-0462-212-000-000-000-0000	110462-212	1,000.00
*EFT00959	06/24/2020	M4101200049		be003968580A	50-0462-212-000-000-000-0000	150462-212	24.00
					10-0462-212-000-000-000-RTRE	110462-212R	92.00
<b>Vendor: 137700 - DELTA DENTAL</b>							
					Remit # 2	Check Amount:	1,116.00
<b>10-GENERAL FUND</b>							
							448,643.19
<b>50-FOOD SERVICE FUND</b>							
							10,460.05
<b>78-PAYROLL FUND</b>							
							14,231.01
<b>Grand Total Manual Checks :</b>							
							473,334.25
<b>Grand Total Regular Checks :</b>							
							0.00
<b>Grand Total Direct Deposits:</b>							
							0.00
<b>Grand Total Credit Card Payments:</b>							
							0.00
<b>Grand Total All Checks :</b>							
							473,334.25

# Fund Accounting Check Register

PLGIT GENERAL FUND - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
*EFT00957	06/23/2020	M4101200043			10-0471-000-000-000-0000-0000	110471	1,483,632.98
Vendor:	216000	- PSERS			Remit # 1	Check Date: 06/23/2020	Check Amount: 1,483,632.98
*EFT00960	06/29/2020	M4101200050			10-3200-890-000-000-000-0000-0000	3401302	86.24
Vendor:	207703	- PLGIT			Check Date: 06/29/2020	Check Amount:	86.24
10-GENERAL FUND							1,483,719.22
Grand Total Manual Checks :							1,483,719.22
Grand Total Regular Checks :							0.00
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							1,483,719.22

# - Payable Transaction      \* Denotes Non-Negotiable Transaction  
 06/30/2020 11:28:58 AM      P - Prenote      d - Direct Deposit      C - Credit Card Payment  
 JERSEY SHORE AREA SCHOOL DIST      Page 1

# Fund Accounting Check Register

PIGIT GENERAL FUND - From 05/01/2020 To 05/31/2020

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Check# 00051630 Through Check# 00051630

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051630	05/15/2020	C4092600100		DELANEY HEREST	10-1110-610-000-30-010-000-000-0000	310102	64.50
00051630	06/12/2020	M4101700001		DELANEY HEREST	10-1110-610-000-30-010-000-000-0000	310102	-64.50

Vendor: 403013 - BRETT HERBST

Check Date: 05/27/2020 Check Amount: 0.00

## 10-GENERAL FUND

0.00

Grand Total Manual Checks : -64.50  
 Grand Total Regular Checks : 64.50  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 0.00

**Jersey Shore Area School District  
Monthly Interfund Cash Transfers  
June, 2020**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>
<b>General Fund Transfers:</b>		
6/4/20	\$ 950,511.80	Gross Payroll
6/4/20	68,810.76	FICA Employer Share
6/18/20	633,425.99	Gross Payroll
6/18/20	<u>46,838.01</u>	FICA Employer Share
Total:	<u>\$ 1,699,586.56</u>	
<b>Food Service Fund Transfers:</b>		
6/4/20	18,482.70	Gross Payroll
6/4/20	1,387.78	FICA Employer Share
6/18/20	4,894.70	Gross Payroll
6/18/20	<u>363.53</u>	FICA Employer Share
Total:	<u>\$ 25,128.71</u>	

# Fund Accounting Check Register

PLGIT PAYROLL - From 06/01/2020 To 06/30/2020

fackrpg

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
10058855	06/18/2020	C4103500001			78-0479-000-000-000-023-0000	178479CD	853.88
<b>Vendor: 101250 - AFSCME COUNCIL 13</b>							
10058856	06/18/2020	C4103500002			Remit # 1 Check Date: 06/19/2020	Check Amount:	853.88
10058856	06/18/2020	C4103500003			78-0479-000-000-000-057-0000	178479125I	39,096.23
<b>Vendor: 174325 - JSASD GENERAL FUND</b>							
10058857	06/18/2020	C4103500004			Remit # 3 Check Date: 06/19/2020	Check Amount:	39,540.84
<b>Vendor: 174953 - JSAEA, JULIE WAGNER</b>							
10058858	06/18/2020	C4103500009			78-0479-000-000-000-036-0000	178479JSEA	239.36
<b>Vendor: 175050 - JERSEY SHORE AREA EDUCATION FOUNDATION</b>							
10058859	06/18/2020	C4103500007			Check Date: 06/19/2020	Check Amount:	239.36
<b>Vendor: 188950 - LYCOMING UNITED WAY</b>							
10058860	06/18/2020	C4103500006			78-0479-000-000-000-067-0000	178479BDP	291.00
<b>Vendor: 189758 - MADISON NATIONAL LIFE INS. CO., INC.</b>							
10058861	06/18/2020	C4103500008			Remit # 1 Check Date: 06/19/2020	Check Amount:	136.00
<b>Vendor: 200800 - MUNICIPAL &amp; SCHOOL INCOME TAX</b>							
10058862	06/18/2020	C4103500005			78-0478-000-000-000-029-0000	178478LOC	3,173.58
<b>Vendor: 207625 - PHEAA</b>							
10058861	06/18/2020	C4103500008			Remit # 1 Check Date: 06/19/2020	Check Amount:	3,173.58
<b>78-PAYROLL FUND</b>							
							69,461.50
Grand Total Manual Checks :							0.00
Grand Total Regular Checks :							69,461.50
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							69,461.50



# Fund Accounting Check Register

PLGIT PAYROLL - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt	
*EFT00939	06/04/2020	M4101200013			78-0479-000-000-000-403-0000	178403	30,814.06	
<b>Vendor: 148003 - EPARS</b>								
*EFT00942	06/08/2020	M4101200016			78-0471-000-000-000-000-0000	178471	613.38	
*EFT00942	06/08/2020	M4101200017			10-0471-000-000-000-000-0000	110471	477.58	
<b>Vendor: 310900 - VOYA FINANCIAL</b>								
*EFT00943	06/08/2020	M4101200018			78-0478-000-000-000-028-0000	178478FED	1,090.96	
*EFT00943	06/08/2020	M4101200019			78-0472-000-000-000-000-0000	178472	82,124.63	
*EFT00943	06/08/2020	M4101200020			78-0472-000-000-000-000-0000	178472	113,785.54	
<b>Vendor: 141900 - EFTPS</b>								
*EFT00944	06/10/2020	M4101200021			78-0479-000-000-000-040-0000	178479PS	222,521.30	
*EFT00944	06/10/2020	M4101200022			78-0471-000-000-000-000-0000	178471	317.20	
<b>Vendor: 216000 - PSERS</b>								
*EFT00945	06/10/2020	M4101200023			Remit # 1	Check Amount:	98,522.70	
<b>Vendor: 141960 - E-TIDES</b>								
*EFT00947	06/17/2020	M4101200026			78-0478-000-000-000-031-0000	178478STAT	28,158.42	
<b>Vendor: 148003 - EPARS</b>								
*EFT00950	06/24/2020	M4101200033			78-0479-000-000-000-403-0000	178403	28,158.42	
<b>Vendor: 141960 - E-TIDES</b>								
*EFT00951	06/22/2020	M4101200034			78-0478-000-000-000-031-0000	178478STAT	20,642.54	
*EFT00951	06/22/2020	M4101200035			10-0471-000-000-000-000-0000	110471	20,642.54	
<b>Vendor: 310900 - VOYA FINANCIAL</b>								
*EFT00954	06/22/2020	M4101200038			78-0471-000-000-000-000-0000	178471	310.87	
*EFT00954	06/22/2020	M4101200039			78-0478-000-000-000-028-0000	178478FED	230.07	
*EFT00954	06/22/2020	M4101200040			78-0472-000-000-000-000-0000	178472	540.94	
<b>Vendor: 141900 - EFTPS</b>								
*EFT00961	06/05/2020	M4101200054			78-0472-000-000-000-000-0000	178472	55,670.04	
<b>Vendor: 243600 - VALIC</b>								
Remit # 1							Check Amount:	76,509.48
Remit # 1							Check Amount:	17,893.35
Remit # 1							Check Amount:	150,072.87
Remit # 1							Check Amount:	22,572.17
Remit # 1							Check Amount:	22,572.17

10-GENERAL FUND 788.45  
 78-PAYROLL FUND 593,089.84

Grand Total Manual Checks : 593,878.29  
 Grand Total Regular Checks : 0.00  
 Grand Total Direct Deposits: 0.00

# Fund Accounting Check Register

PLGIT PAYROLL - From 06/01/2020 To 06/30/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
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Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	593,878.29



Book	Board Policy Manual
Section	100 Programs
Title	Comprehensive Planning
Code	100
Status	
Legal	<ol style="list-style-type: none"> <li>1. <a href="#">22 PA Code 4.13</a></li> <li>2. <a href="#">24 P.S. 1205.1</a></li> <li>3. <a href="#">22 PA Code 49.17</a></li> <li>4. Pol. 333 - Professional Development</li> <li>5. <a href="#">22 PA Code 49.16</a></li> <li>6. <a href="#">22 PA Code 12.41</a></li> <li>7. Pol. 146 - Student Services</li> <li>8. <a href="#">22 PA Code 14.104</a></li> <li>9. Pol. 113 - Special Education</li> <li>10. <a href="#">22 PA Code 16.4</a></li> <li>11. Pol. 114 - Gifted Education</li> </ol> <p> <a href="#">22 PA Code 4.4</a>            Pol. 002 - Authority and Powers            Pol. 004 - Membership            Pol. 101 - Mission Statement/Vision Statement/Shared Value            Pol. 105 - Curriculum            Pol. 107 - Adoption of Planned Instruction            Pol. 109 - Resource Materials            Pol. 701 - Facilities Planning         </p>

### **Purpose**

The Board recognizes the importance of comprehensive planning **in developing and guiding the district's goals, and the** educational programs and operation of the **schools**. Participation by **educational stakeholders** is a critical element of such planning.

### **Authority**

**The Board shall provide guidance in the district's comprehensive planning process, and shall ensure active participation by Board members, administrators, teachers, other district**

personnel, students, parents/guardians and representatives from **local** businesses and the community.

**As part of the comprehensive planning process, the Board directs that the district develop and implement individual plans and components as required by law, regulations, and funding and program requirements.**<sup>[1]</sup>

The Board directs that the **goals and action plans developed through comprehensive planning shall be continuously monitored and reviewed to ensure students are achieving at high levels.**

### **Professional Education**

**The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**<sup>[1][2][3][4]</sup>

### **Induction**

**The district shall develop and submit an induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**<sup>[1][4][5]</sup>

### **Student Services**

**The district shall develop and implement a written plan every six (6) years for providing a comprehensive and integrated K-12 program of student services, as required by law and regulations. Prior to approval by the Board, the student services plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**<sup>[1][6][7]</sup>

### **Special Education**

**The district shall develop and submit a special education plan to the Department of Education for approval every three (3) years, and shall implement such plan as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the special education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**<sup>[1][8][9]</sup>

### **Gifted Education**

**The district shall develop and implement a gifted education plan every six (6) years, as required by law and regulations. Prior to approval by the Board, the gifted education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.**<sup>[10][11][1]</sup>

### **Delegation of Responsibility**

The Superintendent shall be responsible for **organizing the comprehensive planning process, ensuring participation in accordance with Board policy** and submitting the **required plans** to

the Department of Education.

**The Superintendent or designee shall be responsible for implementing the goals and action plans developed through comprehensive planning and providing written quarterly progress reports to the Board.**



Book	Board Policy Manual
Section	100 Programs
Title	Mission Statement/Vision Statement/Shared Values
Code	101
Status	
Legal	Pol. 100 - Comprehensive Planning

### District Mission Statement

The Jersey Shore Area School District will provide a supportive environment where staff uses effective data-based instruction to help every student meet academic and social success.

### **District Vision Statement**

~~The Jersey Shore Area School District will prepare students to meet all graduation requirements and to be prepared for the next step in their life plan whether it involves postsecondary education, technical training or employment. Students will be academically prepared, will be responsible and will be able to live and work in a cooperative manner.~~

The Jersey Shore Area School District will prepare students for the next step in their life's plan.  
OUR GRADUATES WILL:

- *Be college and/or career ready.*
- *Be able to apply what they have learned effectively to face a wide range of challenges.*
- *Be a good communicator.*
- *Be both discipline and creative.*
- *Be an effective leader and good team member.*
- *Be able to monitor their behavior and change it when necessary.*
- *Be of high moral character and willing to serve others.*
- *Be able to set a goal, develop a plan, and work toward achievement.*
- *Be willing to persevere for the achievement of long-term goals.*
- *Be innovative and proactive.*
- *Be able to accelerate the learning they have achieved.*
- *Be a lifelong learner.*
- *Be reflective, tolerant, and inclusive while being contributing members of society.*

### **District Motto:**

Learning | Growing | Succeeding



Book	Board Policy Manual
Section	100 Programs
Title	Academic Standards
Code	102
Status	
Legal	<ol style="list-style-type: none"><li>1. <a href="#">22 PA Code 4.11</a></li><li>2. <a href="#">22 PA Code 4.12</a></li><li>3. <a href="#">22 PA Code 4.3</a></li><li>4. Pol. 105 - Curriculum</li><li>5. Pol. 107 - Adoption of Planned Instruction</li><li>6. Pol. 127 - Assessment System</li><li>7. Pol. 113 - Special Education</li></ol> <a href="#">22 PA Code 4.4</a>

### **Purpose**

The Board recognizes **the importance of developing, assessing and expanding** academic standards **to challenge students to achieve at their highest level possible. To this end, the district** shall establish **rigorous** academic standards **in accordance with, and may expand upon, those adopted by the State Board of Education.**[\[1\]](#)[\[2\]](#)

### **Definition**

**Academic standards** - shall be defined as what a student should know and be able to do at a specified grade level. **For purposes of Board policy, the term academic standards shall be deemed to encompass Pennsylvania Core Standards, state academic standards and local academic standards.**[\[3\]](#)

### **Authority**

The Board shall **approve** academic standards for district students to attain, in the following content areas: [\[2\]](#)

1. **English Language Arts.**
2. Mathematics.
3. Science and Technology - **to include reading in science and technology, and writing for science and technology.**

4. Environment and Ecology.
5. Social Studies (history, geography, civics and government, economics) - to include **reading in history and social studies, and writing for history and social studies.**
6. Arts and Humanities.
7. Career Education and Work.
8. Health, Safety and Physical Education.
9. Family and Consumer Science.
10. Reading, Writing, Speaking and Listening.
11. World Languages.

### **Guidelines**

**The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards.[2][4][5]**

**The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.[2][6][7]**

**Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy. [2][8]**





<b>Book</b>	<b>Board Policy Manual</b>
<b>Section</b>	<b>100 Programs</b>
<b>Title</b>	<b>Nondiscrimination/Discriminatory Harassment - School and Classroom Practices</b>
<b>Code</b>	<b>103</b>
<b>Status</b>	

## Legal

1. [20 U.S.C. 1681 et seq](#)
2. [22 PA Code 12.1](#)
3. [22 PA Code 12.4](#)
4. [22 PA Code 15.1 et seq](#)
5. [22 PA Code 4.4](#)
6. [24 P.S. 1301](#)
7. [24 P.S. 1310](#)
8. [24 P.S. 1601-C et seq](#)
9. [24 P.S. 5004](#)
10. [29 U.S.C. 794](#)
11. [42 U.S.C. 12101 et seq](#)
12. [42 U.S.C. 1981 et seq](#)
13. [42 U.S.C. 2000d et seq](#)
14. [43 P.S. 951 et seq](#)
15. [Pol. 103.1 - Nondiscrimination-Qualified Students with Disabilities](#)
16. [Pol. 218 - Student Discipline](#)
17. [Pol. 247 - Hazing](#)
18. [Pol. 249 - Bullying/Cyberbullying](#)
19. [U.S. Const. Amend. XIV, Equal Protection Clause](#)
20. [29 CFR 1604.11](#)
21. [29 CFR 1606.8](#)
22. [Davis v. Monroe County Board of Education, 526 U.S. 629 \(1999\)](#)
23. [Franklin v. Gwinnett County Public Schools, 503 U.S. 60 \(1992\)](#)
24. [Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability \(Oct. 26, 2010\)](#)
25. [Office for Civil Rights - Resources for Addressing Racial Harassment](#)
26. [Office for Civil Rights - Revised Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties Title IX \(January 2001\)](#)
27. [Pol. 806 - Child Abuse](#)
28. [18 Pa. C.S.A. 2709](#)
29. [Pol. 815 - Acceptable Use of Internet, Computers and Network Resources](#)
30. [Pol. 216 - Student Records](#)
31. [20 U.S.C. 1232g](#)
32. [34 CFR Part 99](#)
- 28 CFR Part 35
- 28 CFR Part 41
- 34 CFR Part 100
- 34 CFR Part 104
- 34 CFR Part 106
- 34 CFR Part 110
- Del. 112 - Special Education

## **Authority**

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)

The district strives to maintain a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities and on any conveyance providing transportation to or from a school entity or school-sponsored activity.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.

The Board encourages students and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.

## **Confidentiality**

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

## **Retaliation**

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or for opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

## **Definitions**

### **Discriminatory Harassment**

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, handicap/disability or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf. [\[20\]](#)[\[21\]](#)[\[22\]](#)[\[23\]](#)[\[25\]](#)[\[25\]](#)[\[26\]](#)

For purposes of this policy, **harassment** shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults

or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability when such conduct is:

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

### Sexual Harassment

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, **sexual harassment** shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or
2. Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or
3. Such conduct deprives a student or group of individuals of educational aid, benefits, services or treatment; or
4. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs.

Federal law declares sexual violence a form of sexual harassment. **Sexual violence** means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.

### Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the **Superintendent** as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.

2. Training - Provision of training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related areas.
6. Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination.
7. Complaints - Monitor and provide technical assistance to building principals or designee in processing complaints.

The building principal or designee shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from a student, employee or third party:

1. If the building principal is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.
2. Inform the complainant about this policy including the right to an investigation of both oral and written complaints of discrimination.
3. **Seek to obtain** consent from parents/guardians to initiate an investigation where the complainant or alleged victim is under age eighteen (18). Inform parents/guardians **of the complainant** that **the complainant** may be accompanied by a parent/guardian during all steps of the complaint procedure. **When a parent/guardian requests confidentiality and will not consent to the alleged victim's participation in an investigation, explain that the school shall take all reasonable steps to investigate and respond to the complaint consistent with that request for confidentiality as long as doing so does not preclude the school from responding effectively to the discrimination and preventing discrimination of other students.**
4. Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
5. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another district employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual. **When a parent/guardian has requested confidentiality and will not consent to the alleged victim's participation in an investigation, the Compliance Officer shall provide the parent/guardian with a letter containing information related to the district's legal obligations to conduct an investigation and address violations of this policy, and any other information appropriate to the specific complaint.**
6. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

## **Guidelines**

### **Complaint Procedure – Student/Third Party**

#### **Step 1 – Reporting**

A student or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal. Any person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[27]

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

#### **Step 2 – Investigation**

**The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.**

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.[27][28][29]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The

investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

### **Step 3 – Investigative Report**

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report **to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws**. The accused shall not be notified of the individual remedies offered or provided to the complainant.  
**[30][31][32]**

### **Step 4 – District Action**

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

### **Appeal Procedure**

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.

2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

**PSBA Revision 12/18 © 2018 PSBA**

 [103Attach-ReportFormComplaints.doc \(29 KB\)](#)

 [103Attach-TemplateLetter.docx \(24 KB\)](#)



**REPORT FORM FOR COMPLAINTS OF  
DISCRIMINATION/DISCRIMINATORY HARASSMENT**

Complainant: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
School Building: \_\_\_\_\_  
Date of Alleged Incident(s): \_\_\_\_\_

Alleged discrimination/discriminatory harassment was based on: \_\_\_\_\_

Name of person you believe violated the district's **discrimination/discriminatory harassment** policy: \_\_\_\_\_

If the alleged discrimination/discriminatory harassment was directed against another person, identify the other person:

\_\_\_\_\_

Describe the incident(s) as clearly as possible, including any graphic, written, electronic, verbal or nonverbal acts (i.e., offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct). Attach additional pages if necessary: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When and where **the alleged** incident(s) occurred: \_\_\_\_\_

List any witnesses who were present: \_\_\_\_\_

\_\_\_\_\_

This complaint is based on my honest belief that \_\_\_\_\_ has discriminated against me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date

**NOTE: THIS DOCUMENT SERVES AS A TEMPLATE ONLY AND HAS TO BE MODIFIED BY THE SCHOOL ENTITY PRIOR TO USE. THE DOCUMENT CANNOT BE USED IN ITS CURRENT FORM.**

**[DISTRICT LETTERHEAD]**

**ADDRESSED TO: Alleged Victims' Parents/Guardians**

**RE: Complaint of discrimination made on [DATE] on behalf of [STUDENT]**

Dear \_\_\_\_\_:

On [DATE] you met with [NAME OF: PRINCIPAL, COMPLIANCE OFFICER, DESIGNEE] to discuss an alleged violation of [SCHOOL DISTRICT'S] Policy No. 103, prohibiting discrimination/discriminatory harassment in school and classroom practices. The allegations involved *[VERY BRIEF DESCRIPTION OF INCIDENT OR GENERAL INCIDENTS WITHOUT NAMING NAMES, e.g. that a fellow student reported a teacher in the high school inappropriately texted your child suggesting they have dinner together; that your student reported a classmate in his math class has been touching his thigh every day and talking about how cute he is, making him uncomfortable; that a custodian reported hearing an identified group of students use racial slurs against your child; that your child reported to you that a teacher criticized your family's religion as being terroristic, etc.]*.

In this discussion, you stated that you wish to maintain confidentiality and do not consent to [STUDENT'S] participation in an investigation. Because the district has a legal obligation to address potential violations of Policy 103, the district will conduct an investigation and maintain confidentiality to the extent this is consistent with the district's obligations to address and prevent violations of this policy. Any violations of policy which may be uncovered through this investigation will be addressed. The [SCHOOL DISTRICT] prohibits retaliation against any individual who has made a complaint, and alleged victims or individuals who participate in related investigations. If at any time you wish to withdraw your request for confidentiality and have your child participate in the investigation, please notify me immediately. If at any time your child believes there have been additional violations of Policy 103, including any retaliatory behavior, please contact me at your earliest convenience to permit the district to properly address such matters. This will be treated as a new complaint with a new opportunity to determine your child's participation.

Feel free to contact me with any questions. My contact information is:

Sincerely,

\_\_\_\_\_  
Compliance Officer



<b>Book</b>	Board Policy Manual
<b>Section</b>	100 Programs
<b>Title</b>	Nondiscrimination - Qualified Students with Disabilities
<b>Code</b>	103.1
<b>Status</b>	

## Legal

1. 22 PA Code 12.1
2. 22 PA Code 12.4
3. 22 PA Code 15.1 et seq
4. 22 PA Code 4.4
5. 28 CFR Part 35
6. 28 CFR Part 36
7. 29 U.S.C. 794
8. 34 CFR Part 104
9. 42 U.S.C. 12101 et seq
10. Pol. 103 - Nondiscrimination/Discriminatory Harassment - School and Classroom Practices
11. 22 PA Code 15.2
12. 42 U.S.C. 12102
13. 22 PA Code 15.7
14. 34 CFR 104.7
15. 22 PA Code 15.4
16. 34 CFR 104.32
17. Pol. 113 - Special Education
18. 22 PA Code 15.5
19. 22 PA Code 15.6
20. 34 CFR 104.35
21. 22 PA Code 15.3
22. 34 CFR 104.34
23. 34 CFR 104.37
24. Pol. 112 - Guidance Counseling
25. Pol. 122 - Extracurricular Activities
26. Pol. 123 - Interscholastic Athletics
27. Pol. 810 - Transportation
28. 22 PA Code 15.8
29. 22 PA Code 15.9
30. Pol. 216 - Student Records
31. 20 U.S.C. 1232g
32. 34 CFR Part 99
33. Pol. 218 - Student Discipline
34. Pol. 233 - Suspension and Expulsion
35. 22 PA Code 10.2
36. 24 P.S. 1303-A
37. 35 P.S. 780-102
38. 22 PA Code 10.21
39. 22 PA Code 10.22
40. 22 PA Code 10.23

## **Authority**

The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities. [1][2][3][4][5][6][7][8][9][10]

The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.

The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.

The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective **or preventative** action be taken for substantiated allegations.

## **Confidentiality**

Confidentiality of all parties, **witnesses, the allegations, the filing of a complaint and the investigation** shall be maintained, consistent with the district's legal and investigative obligations.

## **Retaliation**

The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.

## **Definitions**

**Qualified student with a disability** - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities. [11][12]

**Section 504 Team** - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians. [3][8]

**Section 504 Service Agreement (Service Agreement)** - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities. [13]

**Disability harassment** - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities. [10]

## **Delegation of Responsibility**

In order to maintain a program of nondiscrimination practices that is in compliance with applicable

law and regulations, the Board designates the **Director of Pupil Services** as the district's Section 504 Coordinator.[\[14\]](#)

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's website, if available, and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable law and regulations, and that the district does not discriminate against qualified individuals with disabilities.[\[15\]](#)[\[16\]](#)

## **Guidelines**

### **Identification and Evaluation**

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[\[16\]](#)[\[17\]](#)

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[\[18\]](#)[\[19\]](#)[\[20\]](#)

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[\[20\]](#)

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[\[20\]](#)

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.
2. Are tailored to assess educational need and are not based solely on IQ scores.
3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

### **Service Agreement**

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[\[13\]](#)

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[\[13\]](#)

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[\[18\]](#)

### **Educational Programs/Nonacademic Services/Extracurricular Activities**

The district shall educate a qualified student with a disability with students who are not disabled to

the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home. [\[21\]](#)[\[22\]](#)

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities. [\[21\]](#)[\[22\]](#)[\[23\]](#)[\[24\]](#)[\[25\]](#)[\[26\]](#)[\[27\]](#)

#### Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services. [\[13\]](#)[\[19\]](#)[\[20\]](#)[\[28\]](#)

#### Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy. [\[29\]](#)[\[30\]](#)[\[31\]](#)[\[32\]](#)

#### Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies. [\[33\]](#)[\[34\]](#)

#### Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [\[35\]](#)[\[36\]](#)[\[37\]](#)

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a qualified student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies. The Superintendent or designee shall respond in a manner that is consistent with the student's Service Agreement and Behavior Support Plan, if applicable. [\[11\]](#)[\[13\]](#)[\[21\]](#)[\[29\]](#)[\[33\]](#)[\[38\]](#)[\[39\]](#)[\[40\]](#)[\[41\]](#)[\[42\]](#)[\[43\]](#)[\[44\]](#)[\[45\]](#)[\[46\]](#)[\[47\]](#)[\[48\]](#)

In making a determination of whether to notify the local police department of a discretionary incident committed by a qualified student with a disability, including a student for whom an evaluation is pending, the Superintendent or designee shall use the same criteria used for students who do not have a disability. [\[10\]](#)[\[39\]](#)[\[48\]](#)[\[49\]](#)

For a qualified student with a disability who does not have a Behavior Support Plan as part of the student's Service Agreement, subsequent to notification to law enforcement, the district, in consultation with the student's parent/guardian, shall consider whether a Behavior Support Plan should be developed as part of the Service Agreement to address the student's behavior. [\[13\]](#)[\[40\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by qualified students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity. [36][48]

### **PROCEDURAL SAFEGUARDS**

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure. [28][50]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504. [19]

#### Parental Request for Assistance

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply: [28]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.
2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication. [28]

#### Informal Conference

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement. [28]

#### Formal Due Process Hearing

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations. [28][51]

#### Judicial Appeals

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction. [28]

### **COMPLAINT PROCEDURE**

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system. [10]

#### Step 1 – Reporting



A student or parent/guardian who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator. Any person with knowledge of conduct that may violate this policy, is encouraged to immediately report the matter to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator, as well as properly making any mandatory police or child protective services reports required by law.[52]

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee may be encouraged to use the district's report form, available from the Section 504 building administrator or Section 504 Coordinator, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

### Step 2 – Investigation

**The Section 504 Coordinator shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.**

The investigator shall work with the Section 504 Coordinator to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Section 504 Coordinator, who shall promptly inform law enforcement authorities about the allegations.[10][52][53][54]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during

the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

### Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Section 504 Coordinator within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Section 504 Coordinator to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into disability harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report **to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws**. The accused shall not be notified of the individual remedies offered or provided to the complainant. **[29][30][31][32]**

### Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Section 504 Coordinator shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If the investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

### Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.
2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.

3. The Section 504 Coordinator shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

**PSBA Revision 12/18 © 2018 PSBA**

 [103\\_1Attach-ReportFormComplaints.doc \(30 KB\)](#)

 [103\\_1Attach-District-InitiatedEvalNotice.doc \(29 KB\)](#)

 [103\\_1Attach-Parent\\_GuardianRequest-PermissionToEvaluate.doc \(56 KB\)](#)

 [103\\_1Attach-ProceduralSafeguards.doc \(35 KB\)](#)

**NOTICE OF DISTRICT-INITIATED EVALUATION AND PROVISION OF SERVICES FOR QUALIFIED STUDENTS WITH DISABILITIES**

Dear \_\_\_\_\_:  
(Parent/Guardian)

The school district believes that \_\_\_\_\_:

- 1. \_\_\_\_\_ should be identified as a qualified student with a disability.
- 2. \_\_\_\_\_ should no longer be identified as a qualified student with a disability.
- 3. \_\_\_\_\_ requires a change or modification of his/her Service Agreement.

The basis for the belief that the student is or is no longer a qualified student with a disability is:

\_\_\_\_\_

The procedures and types of tests that will be used in the evaluation are:

\_\_\_\_\_

The proposed change or modification in the Service Agreement is:

\_\_\_\_\_

If you have any additional information or medical records which will assist in this evaluation, please forward them to me or call me at \_\_\_\_\_ to discuss this information.

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.

**Directions: Please check the applicable option and sign the form.**

*Evaluation – complete this section if the district checked item 1 above.*

\_\_\_\_\_ I give my permission to proceed with the evaluation.

\_\_\_\_\_ I do not give my permission to proceed with the evaluation.

My reason for disapproval is: \_\_\_\_\_

\_\_\_\_\_ I request an informal conference to discuss the evaluation.

*Termination – complete this section if the district checked item 2 above.*

\_\_\_\_\_ I give my permission to proceed with the termination of services.

\_\_\_\_\_ I do not give my permission to proceed with the termination of services.

My reason for disapproval is: \_\_\_\_\_

\_\_\_\_\_ I request an informal conference to discuss the termination of services.

*Modification – complete this section if the district checked item 3 above.*

\_\_\_\_\_ I give my permission to proceed with the modification of the Service Agreement.

\_\_\_\_\_ I do not give my permission to proceed with the modification of the Service Agreement.

My reason for disapproval is: \_\_\_\_\_

\_\_\_\_\_ I request an informal conference to discuss the modification of the Service Agreement.

\_\_\_\_\_  
Parent(s)/Guardian(s) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Section 504 Building Administrator Signature

\_\_\_\_\_  
Date

**REPORT FORM FOR COMPLAINTS OF DISCRIMINATION –  
QUALIFIED STUDENTS WITH DISABILITIES**

Complainant: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
School Building: \_\_\_\_\_  
Date of Alleged Incident(s): \_\_\_\_\_

Alleged discrimination was based on: \_\_\_\_\_

Name of person you believe violated the district's discrimination policy:  
\_\_\_\_\_

If the alleged discrimination was directed against another person, identify the other person:  
\_\_\_\_\_

Describe the incident(s) as clearly as possible, including any graphic, written, electronic, verbal or nonverbal acts (i.e., offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct. Attach additional pages if necessary: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When and where **the alleged** incident(s) occurred: \_\_\_\_\_

List any witnesses who were present: \_\_\_\_\_  
\_\_\_\_\_

This complaint is based on my honest belief that \_\_\_\_\_ has discriminated against me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date

**PARENT/GUARDIAN REQUEST FOR EVALUATION, TERMINATION, OR MODIFICATION UNDER SECTION 504**

Student Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_  
Male: \_\_\_\_\_ Female: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

Parent/Guardian Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Referral Information

The parent/guardian believes that the above named student:

**1. \_\_\_\_\_ should be identified as a qualified student with a disability.**

The basis for the belief that the student is a qualified student with a disability is:

\_\_\_\_\_  
Describe how the disability affects the student's access to or benefit from the school's educational programs, nonacademic services, or extracurricular activities:

\_\_\_\_\_  
Describe the requested aids, services, or accommodations:

**2. \_\_\_\_\_ should no longer be identified as a qualified student with a disability.**

The basis for the belief that the student is no longer a qualified student with a disability is:

\_\_\_\_\_

**3. \_\_\_\_\_ requires a change or modification of his/her Service Agreement.**

The proposed change or modification of the Service Agreement is:

\_\_\_\_\_

If you have any additional information or medical records which will assist in this process, please forward them to the Section 504 Building Administrator.

Notice Of Rights

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.

Verification

By submitting this request, I am requesting that the district review the referral information above, and any additional information I attached. I understand that the district, its agents, and its employees are relying on the accuracy of the information that I have provided in this form, and any information attached thereto, to determine whether and to what extent my child will be provided with accommodations under Section 504.

\_\_\_\_\_  
Parent(s)/Guardian(s) Signature

\_\_\_\_\_  
Date Submitted

**DO NOT WRITE BELOW  
(FOR DISTRICT USE ONLY)**

Reviewed by: \_\_\_\_\_  
Name (Please Print) Title

Student's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

**The Parent/Guardian Request for Evaluation, Termination, or Modification is:**

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Referred for Further Review \_\_\_\_\_

Reason Request Approved or Denied:

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\_\_\_\_\_  
Signature - Reviewer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Section 504 Building Administrator

\_\_\_\_\_  
Date

Notice Of Rights

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with appropriate school officials to discuss any and all issues relevant to the evaluation and accommodations of their child, and give or withhold consent to the evaluation and/or provision of services.

Procedural Safeguards

Parents/Guardians may also use one or more of the procedural safeguard options, listed in Board policy, to resolve a dispute related to the identification or evaluation of a student as a qualified student with a disability, or the student's need for related aids, services, or accommodations.

**PERMISSION TO EVALUATE – CONSENT FORM**

Student's Name: \_\_\_\_\_

Name and Address of Parent/Guardian:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear \_\_\_\_\_:

The district received a Section 504 referral, and we would like to conduct an initial evaluation to determine if your child is a qualified student with a disability.

The first step in the process is to conduct an individual evaluation of your child, which will consist of a variety of tests and assessments. We must have your consent before we can begin.

The procedures and types of tests that will be used in the evaluation are:

\_\_\_\_\_

A Section 504 Team will conduct the proposed evaluation. Any information you can provide is important to us. Please send your ideas and concerns to us in writing or contact the person listed below if you prefer to discuss your concerns in person. If a team meeting is held, you will be notified. Information from all team members will be considered during the evaluation process.

If your child *is* determined to be a qualified student with a disability, you will be invited to participate in developing a Section 504 Service Agreement (Service Agreement) that will set forth the specific related aids, services, or accommodations needed by the individual student.

Giving your consent for evaluation does not mean you give consent to placement or services. If your child is eligible for a Section 504 Service Agreement, you will be asked to give written consent for services to begin.

Please read the enclosed *Procedural Safeguards Notice* that explains your rights, and **keep a copy of both forms for your records.**

If you have any questions, please contact the Section 504 Building Administrator.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**DIRECTIONS:** Please check one (1) of the options and sign the form.

- 1.  I give consent to start an initial evaluation as you propose.
- 2.  I do not give consent to the proposed initial evaluation.
- 3.  I would like to schedule an informal meeting with school personnel to discuss this request.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daytime Phone

**PLEASE RETURN THIS ENTIRE FORM TO:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## PROCEDURAL SAFEGUARDS NOTIFICATION

### **Dear Parent/Guardian:**

As part of the protections available to you if we cannot agree as to what related aids, services, or accommodations should or should no longer be provided to your child, one or more options available through the procedural safeguard system may be used to resolve the dispute.

### **Parental Request For Assistance –**

Parents/Guardians may file a written request for assistance with the Department of Education if you believe the school district is not providing the related aids, services, and accommodations specified in the Service Agreement and/or the school district has failed to comply with Chapter 15 of the State Board of Education Regulations.

The Department of Education will investigate and respond to requests for assistance and, unless exceptional circumstances exist, will, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and school district a written response to the request.

Written requests should be addressed to:

Pennsylvania Department of Education  
Bureau of Special Education  
333 Market Street  
Harrisburg, PA 17126  
717-783-6913

### **Informal Conference –**

Parents/Guardians may file a written request with the school district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services, or accommodations. Within ten (10) school days of receipt of the request, the school district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.

### **Formal Due Process Hearing –**

Parents/Guardians may file a written request with the school district for an impartial due process hearing.

1. The hearing shall be held before an impartial hearing officer.
2. The hearing shall be held in the local school district at a place reasonably convenient to the parents/guardians. At the request of the parents/guardians, the hearing may be held in the evening.
3. The hearing shall be an oral, personal hearing and shall be open to the public unless the parents/guardians request a closed hearing.

4. If the hearing is open, the decision issued in the case, and only the decision, shall be available to the public.
5. If the hearing is closed, the decision shall be treated as an educational record of the student and may not be available to the public.
6. The decision of the hearing officer shall include findings of fact, discussion and conclusions of law. The decision shall be based solely upon the substantial evidence presented at the hearing. The hearing officer shall have the authority to order that additional evidence be presented.
7. A written transcript of the hearing shall, upon request, be made and provided to parents/guardians at no cost.
8. Parents/Guardians may be represented by legal counsel.
9. A parent/guardian or a parent's/guardian's representative shall be given reasonable access to all educational records, including any tests or reports upon which the proposed action is based.
10. Any party may prohibit the introduction of any evidence at the hearing that has not been disclosed to that party at least five (5) days before the hearing.
11. A parent/guardian or a parent's/guardian's representative has the right to compel the attendance of and question witnesses of the school entity or agency who may have evidence upon which the proposed action might be based.
12. Any party has the right to present evidence and testimony, including expert medical, psychological or educational testimony.

The following timeline applies to due process hearings:

1. A hearing shall be held within thirty (30) calendar days after a parent's/guardian's initial request for a hearing.
2. The hearing officer's decision shall be issued within forty-five (45) calendar days after the parent's/guardian's request for a hearing.

### **Judicial Appeals –**

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction. Under some circumstances, you may raise these claims directly under Section 504 without going through the due process hearing.

If, within sixty (60) calendar days of the completion of the administrative due process proceedings under this chapter, an appeal or original jurisdiction action is filed in state or federal court, the administrative order shall be stayed pending the completion of the judicial proceedings, unless the parents/guardians and school district agree otherwise.

---

**Please indicate the type of procedural safeguard you are requesting:**

Informal Conference

Formal Due Process Hearing

---

Parent(s)/Guardian(s) Signature

---

Date

---

Section 504 Building Administrator Signature

---

Date



Book	Board Policy Manual
Section	100 Programs
Title	Nondiscrimination/Discriminatory Harassment - Employment Practices
Code	104
Status	
Legal	<ol style="list-style-type: none"> <li>1. 20 U.S.C. 1681 et seq</li> <li>2. 29 U.S.C. 206</li> <li>3. 29 U.S.C. 621 et seq</li> <li>4. 29 U.S.C. 794</li> <li>5. 42 U.S.C. 12101 et seq</li> <li>6. 42 U.S.C. 1981 et seq</li> <li>7. 42 U.S.C. 2000e et seq</li> <li>8. 42 U.S.C. 2000ff et seq</li> <li>9. 43 P.S. 336.3</li> <li>10. 43 P.S. 951 et seq</li> <li>11. U.S. Const. Amend. XIV, Equal Protection Clause</li> <li>12. Pol. 317 - Conduct/Disciplinary Procedures</li> <li>13. Pol. 806 - Child Abuse</li> <li>14. Pol. 824 - Maintaining Professional Adult/Student Boundaries</li> <li>15. 29 CFR 1604.11</li> <li>16. 29 CFR 1606.8</li> <li>17. EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993</li> <li>18. EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999</li> <li>19. EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990</li> <li>20. 18 Pa. C.S.A. 2709</li> <li>21. Pol. 815 - Acceptable Use of Internet, Computers and Network Resources</li> </ol> <p>16 PA Code 44.1 et seq  28 CFR 35.140  28 CFR Part 41  29 CFR Parts 1600-1691</p>

### **Authority**

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

The Board encourages employees and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies. [12][13][14]

### Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.

### Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

### Definitions

#### Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf. [8][15][16][17][18][19]

For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability when such conduct is:

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

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic or physical conduct of a sexual nature when:

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

### **Delegation of Responsibility**

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Superintendent as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer shall be responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of nondiscrimination procedures in the following areas:

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

The building principal or supervisor shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from employees or third parties:

1. If the building principal or supervisor is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.
2. Inform the employee or third party about this policy including the right to an investigation of both verbal and written complaints of discrimination.
3. Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.
4. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall

assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual.

5. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

## **Guidelines**

### **Complaint Procedure – Employee/Third Party**

#### **Step 1 – Reporting**

An employee or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the matter to the building principal or supervisor. Any person with knowledge of conduct which may violate this policy is encouraged to immediately report the matter to the building principal or supervisor.

If the building principal or supervisor is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer. The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal, supervisor or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

#### **Step 2 – Investigation**

**The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.**

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place outside of school or school-sponsored activities, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person reporting the alleged discrimination, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law

enforcement authorities about the allegations. **[13][20][21]**

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

### **Step 3 – Investigative Report**

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and any other violation of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.

### **Step 4 – District Action**

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

### **Appeal Procedure**

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.



2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

**PSBA Revision 12/18 © 2018 PSBA**

 [104Attach-ReportFormComplaints.doc \(29 KB\)](#)

**REPORT FORM FOR COMPLAINTS OF  
DISCRIMINATION/DISCRIMINATORY HARASSMENT**

Complainant: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
School Building: \_\_\_\_\_  
Date of Alleged Incident(s): \_\_\_\_\_

Alleged discrimination/discriminatory harassment was based on: \_\_\_\_\_

Name of person you believe violated the district's discrimination/discriminatory harassment policy: \_\_\_\_\_

If the alleged discrimination/discriminatory harassment was directed against another person, identify the other person: \_\_\_\_\_

Describe the incident(s) as clearly as possible, including any graphic, written, electronic, verbal or nonverbal acts (i.e., offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct). Attach additional pages if necessary: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When and where the alleged incident(s) occurred: \_\_\_\_\_

List any witnesses who were present: \_\_\_\_\_  
\_\_\_\_\_

This complaint is based on my honest belief that \_\_\_\_\_ has discriminated against me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge. **I understand that any false information provided herein is subject to penalties contained in 18 Pa. C.S.A. Sec. 4904, relating to unsworn falsification to authorities.**

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date

**Conferences Attendees**

<b>Date</b>	<b>Name of Conference</b>	<b>Conference Facility</b>	<b>Conference Location</b>	<b>Attendees</b>
7/20/2020	Introduction to Restorative Practises	BLaST IU 17	Online	Segraves
10/23/2020				
1/29./3/26/2021	School Counselor PLO Cohort	BLaST IU 17	Williamsport, PA	Steppe/Barto

Field Trips			
Date	Student Group	Destination Facility	Destination Location
			Chaperones
None			

**Vandalism Report**

<b>Date</b>	<b>Building</b>	<b>Damage</b>	<b>Outcome</b>	<b>Cost for Repair</b>

None



# JERSEY SHORE AREA SCHOOL DISTRICT

## Job Description

**Title:** Network-Computer Technician – PT (Part Time)

**Scope:** This position serves as support to the Director of Technology.

**Certifications:** None

**Qualifications:** Minimum Associates Degree in Network Administration/Information Systems Management, Bachelor's degree or appropriate work-based experience in an Information Technology setting.

1. Experience and familiarity with Windows, Android, and IOS operating systems is essential.
2. Experience with Cisco, HP and 3com networking equipment programming/configuration
3. Experience with Mobile Device Management
4. Experience with Content Keeper or similar network/internet security devices or software
5. Experience with Ruckus or similar wireless networking equipment
6. Experience with Windows Server Roles and Features:
  - a. DHCP, DNS, Active Directory
7. Must be self-motivated with the ability to work independently and to learn quickly.
8. Must be able to communicate effectively in person, in writing, and over the phone.
9. Must be able to lift 50 lbs.
10. Must possess a valid Pennsylvania driver's license.

**Responsible To:** Director of Technology

**Supervisory Function:** None – May collaborate with the Network-Computer Technician Specialist to supervise work study/cooperative education interns.

**Classification:** Non-Exempt

**Position Objective:** To maintain technology resources (hardware and software) and communication systems at peak operating efficiency; to provide technical support to district users (students and staff); to resolve immediate operational and/or safety concerns; and to recommend the procurement of technology supplies and materials.

**Responsibilities:**

1. Install computer hardware, peripherals, network devices, and related software for the purpose of maintaining safe and effective operations at all district buildings.
2. Assess malfunctions of computer hardware, peripheral devices, software, network-related devices for the purpose of determining appropriate actions to repair/replace them.

3. Coordinates with other staff for the purpose of completing projects/work orders efficiently.
4. Performs warranty service, preventative maintenance, and cleaning on district technology resources/communication systems.
5. Installs and uninstalls software on district computers in accordance with appropriate licensing and the district Acceptable Use Policy.
6. Maintains, prioritizes, and tracks all technology work orders in the work order system.
7. Assists with the maintenance of the district technology inventory.
8. Recommends maintenance procedures and equipment/parts needs to the Instructional Technology Specialist.
9. Transports a variety of items for the purpose of providing materials at job site or to bring equipment in for repairs.
10. Take an active role in the planning, design, configuring, implementing, managing, evaluating, testing, and problem solving of Local Area Networks (LAN), Wide Area Networks (WAN).
11. Provide technical assistance with Windows and Mac based OS issues.
12. Add, remove, and alter network user accounts via Windows Active Directory and Office365.
13. Develop, maintain, and track both server and desktop group policies in order to maintain maximum user/network performance.
14. Provide both physical and technical assistance with the Apple iPads managed by the MDM.
15. Maintain a managed wireless infrastructure in all district buildings.
16. Assists with training sessions as needed.
17. Other duties as assigned.

**Placement:** Classified Staff

**Terms of Employment:** 12 months

**Evaluation:** Annually by the Director of Technology

**Date Approved:**



# JERSEY SHORE AREA SCHOOL DISTRICT

## Job Description

**Title:** Technology College Intern

**Scope:** This position serves as support to the Director of Technology.

**Certifications:** None

**Qualifications:**

- Must be entering freshman year of an approved/accredited college in a major relating to the support as needed for the support of technology at the Jersey Shore Area School District.
- Experience and familiarity with Windows and iOS environments will be shown priority.
- Experience and familiarity with basic networking concepts will be shown priority.
- Experience and familiarity with help desk/troubleshooting skill will be shown priority.
- Must be self motivated with the ability to work independently and to learn quickly.
- Must be able to communicate effectively in person, in writing and over the phone.
- Must possess a valid Pennsylvania drivers' license

**Responsible to:** Director of Technology

**Supervisory Function:** None.

**Position Objective:** To assist and help maintain technology resources including but not limited to hardware, software and technical support/training.

**Responsibilities:**

- Assist full and part time technology staff with the installation, maintenance, and troubleshooting of computer/tablet hardware, peripherals, network equipment and other related hardware and software for the purpose of maintaining safe and effective operations at all district buildings.
- Assist full and part time technology staff with various warranty service, maintenance and cleaning of technology/communication systems.
- Assist full and part time technology staff with various office operations such as technology inventory, creation/maintenance of network user accounts, creation of documentation of new help desk tasks, procedures, user how-to guides and other forms of technical documentation.
- Assist full and part time technology staff with some aspects of end user training and instruction.
- Performs other duties as assigned.

**Placement:** Part Time Classified Staff Agreement

**Terms of Employment:** Follows College Intern Schedule

**Evaluation:** Annually by the Director of Technology

**Date Approved:**





Book	Board Policy Manual
Section	100 Programs
Title	Jersey Shore Online Learning
Code	124.1
Status	
Cross References	<ol style="list-style-type: none"> <li>5. Policy 217 - Graduation</li> <li>4. Policy 137.1 - Extracurricular Participation by Home Education Students</li> <li>3. Policy 122 - Extracurricular Activities</li> <li>2. Policy 212 - Reporting Student Progress</li> </ol>
Adopted	February 10, 2014
Last Revised	January 28, 2019

### **Purpose**

The Jersey Shore Area School District, in conjunction with BLaST Intermediate Unit 17, offers district students the opportunity to enroll in the program of online courses as a means of fulfilling their educational requirements. Jersey Shore Online Learning students are full-time Jersey Shore Area School District students who may participate in academic, co-curricular, athletic, and social activities available to all District students. A student's progress and achievement will be monitored and assessed throughout his/her enrollment in the program.

Jersey Shore Online Learning may also be utilized as an educational program for alternative or disciplinary educational placements.

### **Definitions**

Jersey Shore Online Learning, an online learning program service through BLaST Intermediate Unit 17 and ~~Northeast Intermediate Unit 19~~ **Capital Area Intermediate Unit 15** designed to assist local school districts in providing and managing an online learning curriculum.

### **Delegation of Responsibility**

The Superintendent and/or designee(s) shall develop administrative regulations that implement the requirements of this policy, including enrollment procedures, grading guidelines, attendance guidelines, and termination procedures.

### **Guidelines**

Parents/Guardians desiring to enroll their student in Jersey Shore Online Learning as the major source of course work must meet with the Superintendent or designee(s) (Administration and/or Guidance Counselor) to discuss the program requirements and begin the enrollment process prior to enrolling into Jersey Shore Online Learning.

The following eligibility and procedures will be followed by the student and/or parent/guardian:

1. The student must be a Jersey Shore Area School District resident in grades **K7-12**.
2. Parents/Guardians must follow District enrollment procedures, District policies, and School-district guidelines.
3. Parents/Guardians and student must meet with Jersey Shore Area School District designated personnel to determine a course of study.

The student's progress shall be monitored by the student's Guidance Counselor **and program teacher**. At any time, a student may be required to return to school for lack of course work completed or unsatisfactory grades. [2]

A student may elect, with parental permission, to take part of his/her course requirements through Jersey Shore Online Learning and attend on-site classes for the remaining courses.

As a Jersey Shore Area School District student, a Jersey Shore Online Learning student is eligible to participate in interscholastic athletics and any other extracurricular activities, providing eligibility requirements are met. Jersey Shore Online Learning participants who are placed in the program for disciplinary reasons will generally not be eligible for participation in interscholastic athletics or other extra-curricular activities. [3,4]

Students enrolled in Jersey Shore Online Learning must meet the graduation requirements established by the district. The student shall receive a Jersey Shore Area High School diploma and shall be eligible to participate in graduation activities. [5]

## Sponsor to Sponsor Agreement



Reference Instructional Document before completing

This Agreement is only completed when both parties are sponsors of Child Nutrition Programs (CNPs).



**pennsylvania**  
DEPARTMENT OF EDUCATION

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF EDUCATION  
333 MARKET STREET  
HARRISBURG, PA 17126-0333  
[www.education.pa.gov](http://www.education.pa.gov)

**Sponsor to Sponsor Agreement**

Between

**Lycoming - Clinton CCA**

**30-41-413-0**

(Purchaser)

and

**Jersey Shore Area School District**

**113-31-400-3**

(Seller)

**July 1, 2020 through June 30, 2021**

Any Child Nutrition Program (CNP) Sponsor selecting to purchase meals from another CNP Sponsor must prepare an agreement utilizing this document which may not be re-typed or changed in any way. Addendums to the original Agreement are not permitted.

**Agreement Page**

The Pennsylvania Department of Education (PDE) provides this Agreement as a service to sponsors, therefore PDE shall not be named as a party to this Agreement. The Sponsors are the responsible authorities, without recourse to PDE and/or the United States Department of Agriculture (USDA) regarding the settlement and satisfaction of all issues arising under this Agreement. This includes, but is not limited to disputes, claims, protest of award or source evaluation.

This Agreement is made between the Sponsor purchasing meals, hereafter referred to as the Purchaser, and the Sponsor selling the meals, hereafter referred to as the Seller. A Sponsor is a sponsor in any of the Child Nutrition Programs (CNP), such as the National School Lunch Program (NSLP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). This Agreement shall not be used between a Sponsor and a Food Service Management Company (FSMC).

All parties certify that he/she shall operate in accordance with all applicable Federal and State regulations governing the CNPs.

This Agreement shall be in effect from July 1, 2020 through June 30, 2021. This Agreement may only be for a one-year period and cannot contain guaranteed renewal clauses.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative on the date signed.

**Lycoming - Clinton CCA**

\_\_\_\_\_  
Name of Purchaser

\_\_\_\_\_  
Signature (in blue ink only) of Authorized Representative for Purchaser

**Patricia Kiessler**

\_\_\_\_\_  
Printed Name of Authorized Representative for Purchaser

**CFO**

\_\_\_\_\_  
Title

\_\_\_\_\_  
Witness Signature (in blue ink only)

\_\_\_\_\_  
Printed Name of Witness

\_\_\_\_\_  
Date Signed by Purchaser

**Jersey Shore Area School Distric**

\_\_\_\_\_  
Name of Seller

\_\_\_\_\_  
Signature (in blue ink only) of Authorized Representative for Seller

**Benjamin J. Enders**

\_\_\_\_\_  
Printed Name of Authorized Representative for Seller

**Business Manager**

\_\_\_\_\_  
Title

\_\_\_\_\_  
Witness Signature (in blue ink only)

\_\_\_\_\_  
Printed Name of Witness

\_\_\_\_\_  
Date Signed by Seller

## Terms and Conditions

### A. General Information

1. This Agreement is entered into for the purpose of purchasing meals for the operation of a nonprofit food service program for **Lycoming-Clinton CCA** that will be supplied by **Jersey Shore Area School Distric** according to the terms of this Agreement.
2. This is an inter-entity agreement authorized by Title 2 CFR 200.318(e). The Purchaser ensures the prices agreed upon are competitive.
3. This Agreement is used for the Seller that prepares, cooks, and packages unitized or bulk-form meals, with or without milk, at their own facilities. Seller delivers meals ready-to-eat or heat to the site(s) determined by the Purchaser or the Purchaser picks meals up from the Seller. The Seller shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
4. If the Seller contracts with a FSMC, the Purchaser and their sites must have been included in the Request for Proposal (RFP). If added after the RFP was awarded (initial year contract), the Division of Food and Nutrition (DFN) must evaluate if adding the Purchaser/site will constitute a material change to the contract between the FSMC and the Seller. The Seller's FSMC shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
5. The Seller shall procure all products and services used to prepare meals in accordance with all applicable Federal and State regulations.
6. It is agreed by the parties hereto that there are no other considerations, favors, promises, or interests passing between the parties other than what is expressly stated in this Agreement.
7. All parties certify that all terms and conditions within this Agreement shall be considered a part of the Agreement as is incorporated therein.

### B. Meal Requirements

1. The Seller will provide meals/snacks, inclusive or exclusive of milk, in accordance with this Agreement and the Federal regulations and policies applicable to the USDA CNPs.
2. It is agreed that the Purchaser and the Seller will utilize the same meal pattern in accordance with the applicable CNPs.
3. The meals/snacks, inclusive or exclusive of milk, will conform to the meal pattern or milk in accordance with the requirements for the following CNPs (check all that apply):
  - School Breakfast Program (SBP) (Title 7 CFR Part 220)
  - National School Lunch Program (NSLP) (Title 7 CFR Part 210)
  - Afterschool Snack Program (ASP) (Title 7 CFR Part 210)
  - Special Milk Program (SMP) (Title 7 CFR Part 215)
  - Child and Adult Care Food Program (CACFP) (Title 7 CFR Part 226)
  - Summer Food Service Program (SFSP) (Title 7 CFR Part 225)
4. Meals will be **Inclusive** of milk.
5. Meals will be provided to the Purchaser in the following manner: (check all that apply)
  - Unitized (individual) meals.
  - In bulk quantities. Seller to provide written instructions listing the planned portion size to be served of each food component to meet the meal pattern requirements and any food safety/HACCP procedures, including but not limited to, heating or cooling instructions.

6. Seller will provide (check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Trays  | <input type="checkbox"/> Safe transportation containers             |
| <input checked="" type="checkbox"/> Serving utensils, i.e. spoons, tongs, ladles  | <input type="checkbox"/> Cleaning of safe transportation containers |
| <input checked="" type="checkbox"/> Eating utensils   | <input type="checkbox"/> Cooler(s)                                  |
| <input checked="" type="checkbox"/> Condiments  | <input type="checkbox"/> Cleaning of cooler(s)                      |
| <input checked="" type="checkbox"/> Disposable paper supplies, including but not limited to paper plates, napkins, and cups |   |
| <input type="checkbox"/> Other: <b>Specify</b>  |   |

7. Meals must be delivered in food-grade containers approved by the state or local health departments that maintain the proper temperatures of food.
8. Seller will provide Purchaser with menus at a minimum of **2 (two)** weeks in advance of the first date listed on the menu. The menus must meet requirements established in Title 7 CFR Part 210, 215, 220, 225, and 226, as appropriate. Purchaser reserves the right to periodically suggest menu changes within the Seller's suggested food cost range throughout the agreement period.
9. Meals/snacks will be delivered or made available daily or other mutually agreed upon period in accordance with the appropriate menu cycle (21-day menus for NSLP, SBP, and ASP; 11-day menu for SFSP). Menu changes may be made only when agreed upon by both parties. When an emergency situation exists, which might prevent the Seller from delivering or offering a specified meal/snack component, the Seller shall notify the Purchaser immediately so substitutions can be agreed upon.
10. No payment will be made to the Seller for meals that are spoiled or unwholesome at the time of delivery or pick up, do not meet detailed specifications as developed by the Purchaser for each food component in the meal pattern, or do not otherwise meet the requirements of this Agreement.
11. The Seller shall not deliver nor bill for incomplete, damaged, or spoiled meals/snacks. The Seller will provide adequate refrigeration or heating to ensure the wholesomeness of food in accordance with state and/or local health codes. Upon delivery or pick up it is the Purchaser's responsibility to maintain adequate refrigeration or heating.
12. The Seller shall deliver the meals/snack(s) to site(s) at the specified site location(s) at the delivery time(s) listed on Attachment A, Site Information, unless there is a schedule change agreed to by both parties. If the Purchaser is picking up, then the meals/snack(s) shall be ready at the time specified on Attachment A, unless there is a schedule change agreed to by both parties.
13. The Seller shall provide a delivery slip with the date and number of meals/snack(s) delivered or picked up. The Purchaser's authorized representative or his/her designee must sign the delivery slip and verify the condition of the meals. The Seller shall only bill the Purchaser for these meals/snacks. The name and address of the Seller and Purchaser must be clearly identified on each delivery slip and each invoice. Payment shall be to the Seller and not to any other party.
14. The Purchaser shall notify the Seller of any modifications and substitutions in meals for students/children whose disabilities restrict their diet. Meal modifications and substitutions shall be made on a case-by-case basis and must be supported by a medical statement with the required information when the modification or substitution cannot be made within the Program meal pattern. Meal substitutions or modifications may result in a different price, to which both parties must agree. There will be no additional charge to the student/child for such substitutions or modifications.
15. The Purchaser will order meals/snacks inclusive or exclusive of milk on a weekly basis notifying the Seller **1 (one)** days preceding the week of delivery or pick up. Orders will include totals for each site and each type of meal/snack inclusive or exclusive of milk.

16. The Purchaser reserves the right to increase or decrease the number of meals/snacks ordered with a minimum notice of **1 (one)** hours of delivery or pick up time.
17. The Purchaser reserves the right to add or delete sites and provide one (1) week's written notice to the Seller. If a site is added, the Seller would need to agree to the change. Either party reserves the right to cancel the Agreement and provide 30 days notice.
18. The Seller agrees to supply meals/snacks, inclusive or exclusive of milk, to the Purchaser for the prices as described in Attachment B, Price Per Meal Rates.
19. Any costs incurred under this Agreement that does not meet the requirement of regulations are unallowable costs.

#### C. Certifications

1. If the Purchaser is a sponsor of the NSLP, then the Seller shall comply with the Buy American provision for agreements involving the purchase of food, Title 7 CFR §210.21 (d). The Seller shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States (U.S.) or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S. The Seller shall certify the percentage of U.S. content in the products supplied to the Purchaser. The Purchaser reserves the right to review Seller purchase records to ensure compliance with the Buy American provision.
2. The Seller shall comply with the mandatory standards and policies relating to energy efficiency that are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
3. The Seller shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, Title 41 CFR Part 60.
4. For agreements in excess of \$100,000, the Seller shall comply with Sections 3702 of the Contract Work Hours and Safety Standards Act (Act), 40 U.S.C. §3701-3708, as supplemented by the Department of Labor Regulations, Title 29 CFR Part 5. Under Section 3702 of the Act, the Seller shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible, provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of forty hours in any work week.
5. The Seller agrees that state and/or local health and sanitation requirements will be met at all times. All food will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures following Hazard Analysis Critical Control Point (HACCP) guidelines.
6. The Seller shall maintain state and/or local health certifications for any facility in which it prepares meals and shall maintain their health certification for the duration of the Agreement.
7. The Purchaser shall be legally and financially responsible for the conduct of the food service and shall ensure compliance with the rules and regulations of DFN and the USDA regarding CNPs.

#### D. Records

1. The Seller will maintain full and accurate records pursuant to the provisions of Federal regulations that the Purchaser requires to meet record keeping responsibilities on a calendar month basis (supported by invoices, receipts, or other records), and shall promptly submit itemized monthly invoices and daily delivery receipts to the Purchaser. These records are to be kept at the Purchaser's site.
2. The Seller shall provide meal allergen information and standardized recipes upon request by the Purchaser.



3. The Seller shall maintain and provide to the Purchaser production records for the School Nutrition Programs (SNP). The records must show how the meals provided contribute to the required food components in order to be creditable. Records and supporting documentation (recipes, manufacturer formulation statement, Child Nutrition label, etc.) shall be provided to the Purchaser. The Purchaser must maintain records for a period of three (3) years after the end of the fiscal year to which they pertain (or longer if an audit is in progress). The Seller may maintain this information for the Purchaser, under the Purchaser's name, in the PrimeroEdge Menu Planning system.
4. The Seller agrees to retain the records required by the Purchaser for a period of three (3) years after the end of the fiscal year to which they pertain (or longer if an audit is in progress). Upon request, the Seller shall make available all accounts and records pertaining to the program to representatives of PDE, USDA and/or the Office of the Inspector General and General Accounting Office for audit and/or administrative review purposes at a reasonable time and place.
5. This Agreement shall be construed under the laws of the Commonwealth of Pennsylvania. Any action or proceeding arising out of this Agreement shall be heard in the appropriate courts of the Commonwealth of Pennsylvania.
6. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
7. The Seller and Purchaser shall regard any silence, absence, or omission from Agreement specifications concerning any point as meaning that only the best commercial practices prevail. The Seller shall use materials (e.g., food, supplies, etc.) and workmanship of a quality normally specified by the Purchaser.
8. In the event of the Seller's nonperformance under this Agreement and/or the violation or breach of the Agreement terms, the Purchaser shall have the right to pursue administrative, contractual, and legal remedies against the Seller and shall have the right to seek appropriate sanctions and penalties.

**E. Additional Information**

The Sponsor may add any additional items that need to be covered in the Agreement.

If the agreement is to begin after the start of the school year (July 1) or the start of the program year (October 1) and the beginning Agreement term date is later than July 1 or October 1, respectively, enter the beginning Agreement term date under this section. The ending Agreement term date will always be June 30 or September 30, respectively.

Do not repeat any items/specifications outlined above.

**Enter Additional Information Here**

### Sponsor to Sponsor Agreement Price Per Meal Rates

**Purchaser Name:** Lycoming-Clinton CCA  
**Seller Name:** Jersey Shore Area School District

**Instructions:** Indicate whether the Seller will be providing meals inclusive or exclusive of milk.  
 Indicate whether meals shall be delivered in Unitized or Bulk form.  
 Complete the Estimated Daily Servings and Serving Days Per Year for each Meal Type.  
 Complete the Unit Price for each Meal Type, as applicable.

**Indicate whether Seller will provide meals/snacks *inclusive* or *exclusive* of milk to the Purchaser:** Inclusive of milk

The Seller agrees to supply meals/snacks to the Purchaser for the prices listed below:

Meal Type	Unitized or Bulk Form	Estimated Daily Servings	Estimated Serving Days Per Year	Unit Price	Estimated Total
Breakfast	Bulk	18	180	\$ 2.00	\$ 6,480.00
AM Snack					\$ -
Lunch	Bulk	18	180	\$ 3.10	\$ 10,044.00
PM Snack					\$ -
Supper					\$ -
PM Snack					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Grand Total of Agreement</b>					<b>\$ 16,524.00</b>



# Williamsport Area School District

2780 West Fourth Street Williamsport, PA 17701  
(570) 327-5500 • www.wasd.org

## TITLE I INTERDISTRICT AGREEMENT 2020-2021

### A. Agreement:

Williamsport Area School District agrees to provide supplementary Title I services for five educationally disadvantaged children who reside within the Jersey Shore Area School District but attend St. John Neumann Regional Academy located in the Williamsport Area School District.

Title I services, as described below, will be in accordance with the approved Title I equitable nonpublic share of \$5,110, with an additional \$50 for parent involvement activities.

### B. Brief Description of Title I Services Being Provided:

The Williamsport Area School District provides a Title I reading specialist to St. John Neumann Regional Academy. The reading specialist works with small groups of identified Title I children to provide intensive reading instruction.

### C. Required Signatures:

1. Signature of Authorized Representative from school district providing services/receiving district.

Name: John A. Boen

Title: Board President

Date: 7/21/20

2. Signature of Authorized Representative from school district requesting services/sending district.

Name: \_\_\_\_\_

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

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

**Lackawanna College Proposal for  
Dual Enrollment Agreement  
with the Jersey Shore Area School District**

The following proposed agreement outlines the terms and conditions of a dual enrollment program offered by Lackawanna College to the Jersey Shore Area High School.

**1. Term of Contract**

The term of this agreement shall exist from July 1, 2020 through June 30, 2021.

**2. Student Eligibility**

- A. Students who meet all of the following criteria are qualified to participate in the program:
  - a. The student is a high school junior or senior. (sophomores may be included if course is “in-house”.
  - b. The student is making satisfactory progress toward fulfilling applicable secondary school graduation requirements, as determined by the school district.
  - c. The student demonstrates readiness for college-level coursework in the intended subject area, as determined by Lackawanna College. The College will determine readiness based on the recommendations from the school district.
- B. The school district will determine what students are eligible to participate in the program. In order to remain in the program, the student must maintain a level of academic progress as determined by both the district and the college.

**3. Courses Offered**

The following criteria apply to all courses by this agreement:

- A. The courses are non-remedial.
- B. The courses are either in a core academic subject or will be given equal elective credit at the Jersey Shore Area School District for those courses instructed by the Jersey Shore Area School District. Core subjects *include English, Reading or Language Arts, Mathematics, Science, Foreign Language, Civics & Government, Economics, Arts, History and Geography.*

- C. The courses offered are identical to traditional Lackawanna College courses including the use of the exact curriculum, assessment tools and instructional materials.
- D. The courses enforce prerequisite coursework requirements identical to those enforced for the courses when dual enrollment students are not enrolled.
- E. The courses are regularly accepted in transfer by accredited colleges and universities throughout the nation.

#### **4. Location**

Classes offered through this dual enrollment contract will be held, unless otherwise stipulated, at the Jersey Shore Area High School.

#### **5. Classes Offered**

The school district, in accordance with Lackawanna College, will select a tentative list of classes to be offered. Below is a list of courses selected by the district for the 2020-21 academic year. Additional classes may be added as long as they concur with the requirements under 3.B. (See Attached Course List)

##### **Course 1: Principles of Accounting– ACC 105**

Location: Jersey Shore Area High School  
Instructor(s): Rock Griswold  
College Credit: 3 credits

##### **Course 2: Intro to Computer Applications – CIS 105**

Location: Jersey Shore Area High School  
Instructor(s): Dolly Oden  
College Credit: 3 credits

**\*\*\*Additional courses will be offered to Jersey Shore Area students through Lackawanna College's online program (when available on LC course schedules).**

## 6. Financial Information

- A. Maximum number of dual enrollment students to be enrolled in these courses per semester N/A
- B. Total approved cost for these courses: \$100 per credit hour
- |                      |                              |
|----------------------|------------------------------|
| a. Allowable Tuition | <u>\$100 per credit hour</u> |
| b. Books             | <u>\$school textbook</u>     |
| c. Fees              | <u>\$0</u>                   |
- C. The costs for all dual enrollment courses will be paid directly to the college by the enrolled students at the time of registration. Students are directly responsible for the purchase of the textbook(s), if required, for each course in which they are enrolled.

## 7. Student Credit

Students will not be allowed to enroll in more than 12 post-secondary credits through dual enrollment per academic year, however, students can take 6 additional credits in summer sessions.

In order to successfully complete a course listed in the agreement, students must earn a grade of a C or better.

The school district will award credits for and recognize courses that are successfully completed under the agreement fulfilling the previously identified graduation requirements.

The College will award postsecondary credit to students who successfully complete courses identified in this agreement. The College will transcript this credit in a manner similar to other students who take courses at the institution. If a dual enrollment student becomes a regularly enrolled student at the college following graduation from Jersey Shore Area High School, Lackawanna College shall recognize those credits and they will be applied toward the student's degree requirements. Also, if a student does enroll at Lackawanna College after graduation, the fees that are required for undergraduate enrollment will be waived.

## 8. Promotional Materials

Both the College and the School District agree to provide a mechanism for communicating the educational and economic benefits of higher education as well as the requirements for participation and enrollment procedures for dual enrollment to students and parents.

Lackawanna College admissions representatives agree to visit each dual enrollment class.

Lackawanna College will host or co-host an information session on dual enrollment for students and parents.

## **9. Additional Administrative Responsibilities**

The following individuals will be responsible for the tasks listed below:

### **A. Registration- Admissions Staff**

A Lackawanna College representative will visit Jersey Shore Area High School to register all applicants for the school year. A ten day grace period will be observed from the date of registration for any student wishing to add or drop a class. All student registrations must be received by a date TBD.

### **B. Record Keeping- College Registrar's Office**

Lackawanna College's Registrar's Office will keep comprehensive records of the courses taken and grades received by dual enrollment students.

### **C. Fiscal Transactions- Due to loss of state funding, enrolled students will be fully responsible for all tuition, fees, books and other costs associated with dual enrollment courses. The costs for all dual enrollment courses will be paid directly by the student to Lackawanna College. Students will be required to pay their tuition balance at the time of registration. If a student is unable to make a payment at that time, full payment MUST be received by a date TBD. Any student that has not paid by this deadline will be automatically withdrawn from the course and credit will not be awarded for the course(s) in which they were enrolled. The college will directly inform the high school of all withdrawals on the mentioned dates.**

### **D. Library Privileges- Lackawanna College will grant Jersey Shore Area High School students, enrolled in dual enrollment classes, access to the campus library facilities.**

## Signature Page

**Jersey Shore Area High School and Lackawanna College agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, or disability in any undertaking pursuant to this agreement.**

**Jersey Shore Area School District:**

\_\_\_\_\_  
Superintendent Date

\_\_\_\_\_  
President, Board of School Directors Date

**Lackawanna College:**

\_\_\_\_\_  
Lackawanna College Enrollment Supervisor Date

\_\_\_\_\_  
Lackawanna College Admissions Director Date



# ***Lackawanna College***

*Dual Enrollment Course Offerings for Jersey Shore Area High School for the 2020-21 school year. These courses will be taught by certified adjunct faculty at Jersey Shore Area High School.*

## ***Principles of Accounting (ACC 105)***

JSHS – Principles of Financial Accounting

## ***Intro to Computer Applications (CIS 105)***

JSHS – Information, Technology, and Society

**\*\*\*Additional courses will be offered to Jersey Shore Area students through Lackawanna College's online program (when available on LC course schedules).**



# JERSEY SHORE AREA SCHOOL DISTRICT

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LEARNING | GROWING | SUCCEEDING

Re: Support of Flexible Instructional Days (FIDs),

At the July 27, 2020 School Board meeting, the Board of Directors at the Jersey Shore Area School District approved the district to make application for FIDs and approved their use pending notice from the PA Department of Education.

When approved, the district will implement an FID program beginning in the 2020-2021 school year that meets the requirements of section 1506 of the School Code, 24 P.S. § 15-1506.

Sincerely,

Craig Allen  
JSASD Board President

Dr. Brian Ulmer  
JSASD Superintendent

District Service Center  
175 A&P Drive  
Jersey Shore, PA 17740

Dr. Brian Ulmer, Superintendent  
Office: 570.398.1561  
Fax: 570.398.5089



1500 ARDMORE BOULEVARD  
SUITE 410  
PITTSBURGH, PA 15221

TEL: 877-525-5992  
FAX: 412 241-6675  
www.justiceworksyouthcare.com

CONTRACT AGREEMENT  
August 1, 2020 through July 31, 2021

AGREEMENT BETWEEN  
Jersey Shore Area School District  
175 A&P Drive  
Jersey Shore, PA 17740

AND

JusticeWorks YouthCare, Inc.  
1500 Ardmore Blvd.  
Suite 410  
Pittsburgh, PA 15221

**THIS CONTRACT** is made this \_\_DAY of \_\_ 2020, between Jersey Shore School District and JusticeWorks YouthCare (JWYC), a Pennsylvania Corporation, with its principal place of business located at 1500 Ardmore Blvd., Suite 410, Pittsburgh, Pennsylvania, 15221.

**WHEREAS**, Jersey Shore School District and JWYC will enter into an agreement, with a term extending from August 1, 2020 through July 31, 2021, for the provision of Alternative Education for Disruptive Youth to the students of Jersey Shore School District; and

**WHEREAS**, JWYC has proposed services to Jersey Shore School District related to the provision of Alternative Education for Disruptive Youth and Jersey Shore School District is willing to purchase those additional services as offered by JWYC; and

**NOW, THEREFORE**, in consideration of the mutual promises made herein, the parties, intending to be legally bound, hereby agree to services as follows;

**ACT 48 PROGRAM PLACEMENT AGREEMENT**

**Approved Private Provider JUSTICE WORKS YOUTH CARE, INC.  
Public School District JERSEY SHORE SCHOOL DISTRICT**

AND NOW, this \_\_ \_ of \_\_\_\_\_, 2020 JUSTICEWORKS YOUTHCARE INC. (JWYC) with a principal place of operations located at 1500 Ardmore Blvd., Suite 410, Pittsburgh, PA 15221 Enter into this ACT 48 Program Placement Agreement, as follows:

WHEREAS, JUSTICEWORKS YOUTHCARE INC. primary operations is a private for-profit organization; and WHEREAS, JUSTICEWORKS YOUTHCARE INC. has been in the business of providing EDUCATIONAL SERVICES; and WHEREAS, JUSTICEWORKS YOUTHCARE INC. has become an approved private provider of educational services for disruptive youth under Act 48 and Act 30 (collectively the Act), whereby JUSTICEWORKS YOUTHCARE INC. is authorized to enter into contractual arrangements with local School Districts to provide educational services to disruptive youth as that term is defined in the aforesaid Act; and

WHEREAS, JUSTICEWORKS YOUTHCARE INC. has developed a specific educational program (the Program); WHEREAS, JERSEY SHORE SCHOOL DISTRICT and JUSTICEWORKS YOUTHCARE INC. have entered into a contractual arrangement, as further described herein, wherein JERSEY SHORE SCHOOL DISTRICT will have



certain placement rights regarding the disruptive youth, as defined in the Act, that JERSEY SHORE SCHOOL DISTRICT desires to transfer to JUSTICEWORKS YOUTHCARE INC. for placement in the Program; NOW THEREFORE, in accordance with the aforesaid recitals, JUSTICEWORKS YOUTHCARE INC. and JERSEY SHORE SCHOOL DISTRICT, intending to be legally bound, agree as follows:

1. DEFINITIONS. The following definitions apply regarding the text of this agreement:

- a) TERM. For purposes of this Agreement, the term shall cover the 2020-2021 school year.
- b) PROGRAM. For purposes of this Agreement, Program shall be defined as the JUSTICEWORKS YOUTHCARE INC. Act 48 program;
- c) SCHOOL DISTRICT. For purposes of this Agreement, JERSEY SHORE SCHOOL DISTRICT shall collectively be defined as the Senior High Schools of the community, acting by and through their authorized employees, agents and representatives;
- d) STUDENT. For purposes of this Agreement, Student shall be defined as an enrolled student at JERSEY SHORE SCHOOL DISTRICT who has been designated by JERSEY SHORE SCHOOL DISTRICT as a disruptive youth in accordance with the Act;
- e) SEAT. For purposes of this Agreement, Seat shall be defined as the cost for one Student to attend the JWYC program for each school day. The cost of each Seat under this Agreement is as follows: Daily charges occur when the student is present for school for any part of the school day and for any absences of up to three consecutive days. After three consecutive absences, there will not be a regular daily charge for the student except as otherwise indicated in this contract.

2. MATRICULATION RIGHTS. JERSEY SHORE SCHOOL DISTRICT shall have the right to matriculate as many students agreed upon by JWYC and JERSEY SHORE SCHOOL DISTRICT per year into the JUSTICE WORKS YOUTH CARE Program, under the following terms and conditions:

- a) JERSEY SHORE SCHOOL DISTRICT shall certify to JUSTICEWORKS YOUTHCARE INC. that the Student is disruptive as defined in the Act and provide all pertinent information to JUSTICEWORKS YOUTHCARE INC. regarding said Student;

3. COST/PAYMENT. JERSEY SHORE SCHOOL DISTRICT shall compensate JWYC for the Program services rendered to Students as follows:

- a) JWYC will submit a monthly invoice to JERSEY SHORE SCHOOL DISTRICT for the following:  

<u>Compass Academy Alternative School</u>	
Regular Education:	\$78 per seat per school day
Special/Vocational Education:	\$86 per seat per school day

4. DURATION: One calendar school year August 1, 2020 - July 31, 2021. School year shall at a minimum equal 180 days.

5. COMPLIANCE - P.D.E GUIDELINES. During the entire term of this Agreement, JUSTICEWORKS YOUTHCARE INC. and JERSEY SHORE SCHOOL DISTRICT warrant to each other that they shall both be and remain in compliance with all applicable guidelines, requirements and mandates issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program referenced herein. In addition, the following specific warranties and assurances apply:

- a) JUSTICEWORKS YOUTHCARE INC. warrants that it shall be and remain an approved private provider of alternative educational services for disruptive youth, as defined in the Act, during the entire term of this Agreement (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions).
- b) JUSTICEWORKS YOUTHCARE INC. warrants that its educational facility conforms to all applicable State and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania, County and local municipalities and that said facility has been approved by the Licensing and Inspection Bureau of the county and municipalities, and that a valid Certificate of Occupancy has been issued by said Department of Licensing and Inspection Bureau . (Appendix three (3) of the 2001/2001 Guidelines regarding Private Alternative Educational Institutions; Page 32, item E1a-E1d).
- c) JUSTICEWORKS YOUTHCARE INC. warrants that its educational facility currently complies with all physical welfare and safety statutes, regulations, ordinances or mandates prescribed or issued by the Department of Environmental Protection and any applicable local governmental authority, and that said facility shall be and remain



in compliance with all such physical welfare and safety statutes, regulations, ordinances or mandates during the entire term of this Agreement (Appendix (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 33, item E2a-E2d).

d) JUSTICEWORKS YOUTHCARE INC. warrants that its educational facility and all grounds annexed thereto that are owned and/or controlled by JUSTICEWORKS YOUTHCARE INC. have been approved by the Department of Health of the county and local municipalities, and that said facility shall be and remain in compliance with all applicable regulations, ordinances, statutes or mandates during the entire term of the Agreement (Appendix three (3) of the 2003/2008 Guidelines regarding Private alternative Educational Institutions; Page 33, item E2a-E2d).

e) JUSTICEWORKS YOUTHCARE INC. warrants that its educational facility meets all state and local statutes regarding environmental health and safety and that artificial lighting facilities, heating facilities, ventilation and cleanliness standards are being provided in concert with 24 P.S. 7-736 and 7-737 (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 33, item E2a-E2d).

f) JUSTICEWORKS YOUTHCARE INC. shall not operate any food service program, and the requirements of Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions set forth on page 33, items E3a-E3c, do not apply. JERSEY SHORE SCHOOL DISTRICT will also be responsible for the daily cost of breakfast and lunch for each student.

g) JUSTICEWORKS YOUTHCARE INC. warrants that all members of its staff are of good moral character and are at least 18 years of age, that they have been examined by a physician, have had tuberculosis testing, and that each member of the staff has a certificate from a physician on file verifying the examination and results of said examination in accordance with the aforesaid representation (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; (age 33, item E4a-E4d).

h) JUSTICEWORKS YOUTHCARE INC. warrants that all employees and members of its staff are citizens of the United States (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 33, item E4a-E4d)

i) JUSTICEWORKS YOUTHCARE INC. warrants that all employees and members of its staff have applied for and received all applicable and appropriate background information, including Criminal History Records as required by 24 P.S. 1-111 and Pennsylvania Child Abuse History Clearances as required by 23 P.S. 6354, Cogent FBI Fingerprint Background Check as required by Act 114 of 2006, Section 111 and that all records received show no evidence of a criminal background or a background of child abuse which would exclude an individual from employment (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 33, item E4a - E4d.). JUSTICEWORKS YOUTHCARE also requires that all staff comply with Act 168 of 2014, which requires completion of the Act 168 Commonwealth of PA Sexual Misconduct/Abuse Disclosure Release.

j) JUSTICEWORKS YOUTHCARE INC. warrants that it shall maintain records of student attendance in accordance with Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions as set forth on page thirty four (34), items number 5a, 5b and 5c and the pupil attendance provisions under Chapter 11 of the State Board of Educational Regulations. The specific method for maintaining attendance records shall be by daily physical check of each student through the JWYC Administrative and Teaching Staff, documentation of said daily physical check in a written Attendance Log, kept on file at JWYC, with daily contact to each parent or guardian of said student if said student is not present when school is in session (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 34, item E5a-E5c).

k) JUSTICEWORKS YOUTHCARE INC. warrants that during the entire term of this Agreement, JERSEY SHORE SCHOOL DISTRICT shall receive a written quarterly progress report for each JERSEY SHORE SCHOOL DISTRICT student matriculated into JWYC in accordance with Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions set forth on page thirty five (35), items number 6a and 6b. The quarterly written progress reports shall include subject and credit information, progress grade information, attendance information, discipline records, teacher and staff comments regarding said students educational progress, and any applicable staff comments regarding the students behavior, conduct or other pertinent issue regarding or related, in any way, with the education of said student (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions: Page 33, item E6a -E6b).

l) JERSEY SHORE SCHOOL DISTRICT shall be responsible for transportation of said students to JWYC in accordance with Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions set forth on page thirty five (35), items number 7a and 7b and in accordance with 24 P.S. 13-1361



and 67 Pa. Code Chapter 171.

m) JUSTICEWORKS YOUTHCARE INC. warrants that its Act 48 Program complies with all provisions of Article XIII-A of the School Code, and that JUSTICEWORKS YOUTHCARE INC. has a written policy regarding its role in compliance with Article 13-A. A true and correct copy of said policy is on file at JWYC. Further, in accordance with Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions set forth on page 35 and 36, item number E 8, the following stipulations apply:

aa. All new incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use or sale of alcohol or tobacco by any person on school property shall be addressed by JWYC Administrative Staff immediately, the students parents and/or guardians shall be immediately notified and consulted, appropriate disciplinary action shall be taken by JWYC Administrative Staff, and a written report shall be completed by JWYC Administrative Staff setting forth the name of the student and all pertinent information regarding the incident. A copy of said report shall be placed into the students file and turned into the Department of Education pursuant to 24 P.S. 13-1303-A (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 35, item E8).

bb. All new incidents involving acts of violence, possession of a weapon and convictions or adjudication of delinquency for acts committed at the JWYC educational facility, shall be processed handled in compliance with 24 P.S. 13-1307-A (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 35, item E8).

cc. JUSTICEWORKS YOUTHCARE INC. shall follow the Violence Policy with regard to all arrangements with local law enforcement when an incident involving an act of violence occurs, at or near with JWYC educational facility (Appendix (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 35, item E8).

n) JUSTICEWORKS YOUTHCARE INC. warrants that it complies in full with the academic standards and assessment under Chapter 4 of the State Board of Education Regulations and the academic standards for Reading, Writing, Speaking and Listening, and Mathematics that were adopted by the State Board of Education and published in the Pennsylvania Bulletin on January 16, 1999 (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 36, item E10).

o) JWYC will employ certified Special Education teachers for the program.

p) In accordance with Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions, specifically the provisions set forth on page thirty seven (37), item 12, JERSEY SHORE SCHOOL DISTRICT shall set forth its internal policies to identify those JERSEY SHORE SCHOOL DISTRICT students who are eligible for the JWYC Act 48 Program, and said internal policies shall comply with the informal hearing procedures set forth in 22 Pa. Code 12.8(c). A true and correct copy of the JERSEY SHORE SCHOOL DISTRICT internal policies are attached hereto and incorporated herein as Exhibit "D" (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 37, item E12).

q) JUSTICEWORKS YOUTHCARE INC. warrants that it complies with those statutory requirements identified in 24 P.S. 1902-E (3) and all additional statutory provisions, regulations, ordinances or legal mandates regarding JWYC's operations as a private high school or Act 48 Alternative Educational Services Provider (Appendix three (3) of the 2003/2008 Guidelines regarding Private Alternative Educational Institutions; Page 37, item F).

r) Upon written request by JERSEY SHORE SCHOOL DISTRICT, JWYC shall provide to JERSEY SHORE SCHOOL DISTRICT, within ten (10) days after JWYC's written receipt of same, duly notarized as true and correct copies of the original permits, licenses and/or approvals set forth in paragraphs 5(a) and 5(b). Further, to the extent that JWYC does receive written permits, licenses and/or approvals regarding the provisions of paragraphs 5(c) 5(d) and 5(e), duly notarized as true and correct copies of the original permits, licenses and/or approvals shall be provided upon request to JERSEY SHORE SCHOOL DISTRICT.

s) SPECIAL EDUCATION PROVISIONS - JWYC will provide (a) certified Special Education teacher(s) to monitor any Special Education requirements.

6. CHALLENGES: JUSTICEWORKS YOUTHCARE INC. confirms and agrees that it shall be fully liable for any and all damages and costs of any kind resulting from any legal challenge(s) regarding the JWYC Act 48 Program and/or the actions of JWYC as the Private Alternative Education Institution ("PAEI"). The JERSEY SHORE SCHOOL



DISTRICT and the JERSEY SHORE SCHOOL DISTRICT Board of School Directors shall not be liable for any activity or operation related to the PAEI.

7. **INSURANCE: JUSTICEWORKS YOUTHCARE INC. and JERSEY SHORE SCHOOL DISTRICT** agree to provide mutual proof of liability and risk insurance in an amount equal to or greater than \$1,000,000.00 which names each other as an additional insured and is deemed acceptable by JWYC, the JERSEY SHORE SCHOOL DISTRICT and the JERSEY SHORE SCHOOL DISTRICT Board of School Directors. For purposes of this Agreement, a well-rated insurance carrier, protected by the Pennsylvania Guaranty Fund or other deemed secure and stable by another similar and well recognized stability index, shall be deemed an acceptable liability insurance carrier. In addition to the liability insurance coverage, JWYC agrees to provide at all times during the term of this Agreement and to maintain worker's compensation insurance. JWYC does not have any volunteer employees, but to the extent any volunteers are utilized by JWYC, JWYC shall procure mutually acceptable volunteer insurance. JWYC and JERSEY SHORE SCHOOL DISTRICT further agree to provide each other with proof of said insurance during the entire term of this Agreement, which shall include a Certificate of Insurance naming both entities as additional insured and setting forth the respective applicable insurance coverage and the policy term.

8. **INSOLVENCY OF SCHOOL DISTRICT:** If JERSEY SHORE SCHOOL DISTRICT is or becomes insolvent, is declared a Distressed District under applicable Pennsylvania law, or is unable to pay any amounts due hereunder as said payments become due, then this contract shall automatically terminate upon the election of JWYC and all payments required hereunder for the remaining Term shall be accelerated and become automatically due and payable to JWYC within ten (10) days. If said payment is not received, all JERSEY SHORE SCHOOL DISTRICT students and related records shall not be entitled to continue to be matriculated at JWYC and said records shall be forwarded by JWYC to JERSEY SHORE SCHOOL DISTRICT. If said payment is received, the matriculated JERSEY SHORE SCHOOL DISTRICT students shall be entitled to remain for the remainder of the applicable Term.

9. **ACCESS: JUSTICEWORKS YOUTHCARE INC.** agrees that the JERSEY SHORE SCHOOL DISTRICT shall have access, at mutually agreeable dates and times, to the records and facilities of the PAEI to ensure that the PAEI is in compliance with Act 48 and all applicable Federal, State and Local laws, regulations, provisions, statutes and ordinances.

JERSEY SHORE SCHOOL DISTRICT agrees that JWYC shall have access, at mutually agreeable dates and times, to the records and facilities of JERSEY SHORE SCHOOL DISTRICT to ensure that JERSEY SHORE SCHOOL DISTRICT is in compliance with ACT 48 and all applicable Federal, State and Local laws, regulations, provisions, statutes and ordinances.

10. **TERMINATION - JERSEY SHORE SCHOOL DISTRICT:** JWYC agrees that the JERSEY SHORE SCHOOL DISTRICT retains the right to terminate this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by JWYC, for any of the following reasons:

- a) One or more material violations of this Agreement;
- b) Failure to timely comply with JERSEY SHORE SCHOOL DISTRICT requests for information regarding any matriculated students, or failure to cooperate with JERSEY SHORE SCHOOL DISTRICT staff regarding matriculation procedures set forth herein;
- c) Violations of any provision in Act 48 of the Pennsylvania School Code;
- d) Violations of any provisions of state or federal law from which JWYC has not been exempted;

11. **TERMINATION - JUSTICEWORKS YOUTHCARE INC.** retains the right to terminate or not to renew Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by JERSEY SHORE SCHOOL DISTRICT, for any of the following reasons:

- a) One or more material violations of this Agreement;
- b) Failure to timely comply with JWYC requests for information regarding any matriculated students, or failure to cooperate with JWYC staff regarding matriculation procedures set forth herein;
- c) Failure to make any payment hereunder or pay any JWYC invoice when due;



d) Violations of any provision in Act 48 of the Pennsylvania School Code;

e) Violations of any provisions of state or federal law from which JERSEY SHORE SCHOOL DISTRICT has not been exempted;

f) The JERSEY SHORE SCHOOL DISTRICT or the JERSEY SHORE SCHOOL DISTRICT Board of School Directors has been indicted for and convicted of fraud;

12. COMPLIANCE - STATE REGULATIONS: JUSTICEWORKS YOUTHCARE INC. agrees that as a Private Alternative Education Institution it must comply with all of the statutory requirements identified in 24 P.S. 1902-E (3). JERSEY SHORE SCHOOL DISTRICT and JUSTICEWORKS YOUTHCARE INC. agree that they shall comply with all applicable Special Education requirements in accordance with State and Federal Law.

13. ASSIGNMENT: JUSTICEWORKS YOUTHCARE INC. agrees that this Agreement may not be assigned by JWYC or JERSEY SHORE SCHOOL DISTRICT and that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the JERSEY SHORE SCHOOL DISTRICT.

14. COMPLIANCE: JUSTICEWORKS YOUTHCARE INC. agrees that this Agreement is subject to all applicable Federal, State and local laws and regulations, policies and procedures of the Commonwealth of Pennsylvania, Department of Public Education and the Federal Government;

15. SEPARABILITY: JUSTICEWORKS YOUTHCARE INC. agrees that in the event that any provision of this Agreement shall or become invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.

16. MISCELLANEOUS: This Agreement may be executed in counterpart. Facsimile copies of signatures shall serve as acceptable substitutes for original signatures, and shall be legally binding. By executing this Agreement, each party hereto ratifies that all necessary Board action has been approved and obtained prior to the execution hereof and each party shall be entitled to rely upon the compliance with said rules, regulations and statutes. All notices required under paragraphs 11 or 12 of this Agreement shall be delivered via certified mail, return receipt requested or Federal Express delivery service to the following parties at the addresses set forth below:

17. ENTIRE AGREEMENT: This Agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing, duly signed by all parties. No delay or forbearance by JWYC in exercising any right or remedy hereunder or in undertaking or performing any act or matter which is not expressly required to be undertaken by JWYC shall be construed, respectively, to be a waiver of JWYC's rights or to represent any agreement by JWYC to undertake or perform such act or matter thereafter.

18. NONDISCRIMINATION: JWYC agrees that the PAEI will abide by all federal and state laws prohibiting discrimination admissions, employment and operation on the basis of disability, race, creed, gender, national origin, religious ancestry, need for special education services, subject to JWYC's right to receive waivers from the same or JWYC's rights of noncompliance as set forth in Act 48 or other legal standard.





IN WITNESS THEREOF, the parties hereto have executed this Contract as of the day and year first above written.

ATTEST:

Jersey Shore School District Representative

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

JusticeWorks YouthCare  
1500 Ardmore Blvd.  
Suite 410  
Pittsburgh, PA 15221

\_\_\_\_\_

BY: \_\_\_\_\_  
JusticeWorks YouthCare's Authorized Signatory

\_\_\_\_\_  
PRINT NAME/TITLE

**FIRST ADDENDUM TO  
EDUCATIONAL SERVICES AGREEMENT**

THIS ADDENDUM is made this 1st day of July, 2020, by and between **PYRAMID HEALTHCARE, INC.**, a Pennsylvania corporation with offices located at 270 Lakemont Park Boulevard, Altoona, Pennsylvania 16602 (“Pyramid”) and **Jersey Shore Area School District**, the responsible local educational agency (“LEA”) with an address at **175 A&P Drive, Jersey Shore, PA 17740**.

**Background**

WHEREAS, Pyramid provides special education and related services to students placed at Pyramid’s private academic school by the LEA pursuant to an Education Services Agreement (“Agreement”) between Pyramid and the LEA;

WHEREAS, Section VI(6)(a) of the Agreement provides that any modifications of the agreement must be approved in writing by both parties;

NOW THEREFORE, Pyramid and the LEA, in consideration of the mutual agreements, covenants and conditions set forth herein, intending to be legally bound, hereby agree to the following rates for the 2020-2021 School Year as follows:

1. The rate of tuition shall be One Hundred Eighty-Five Dollars and Zero Cents (\$180.00) per day for each student who requires Emotional Support Services.
2. The rate of tuition shall be Two Hundred Eighty-Five Dollars and Zero Cents (\$285.00) per day for each student who requires Autism Support Services.
3. The rate charged for mutually agreed upon 1-1 Support Services shall be One Hundred Twenty and Zero Cents (\$120.00) per day for each student who has 1:1 Services provided by Pyramid.

**CONFLICT AND RATIFICATION:** In the event of a conflict between the Agreement and this Addendum, the terms of this Addendum shall control. All other terms of the Agreement are hereby ratified and shall remain in effect.

THE PARTIES HERETO, each intending to be legally bound, have caused the execution of this First Addendum as of the day, month and year first above written.

**PYRAMID HEALTHCARE, INC.**

DATE: \_\_\_\_\_

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

**LEA**

DATE: \_\_\_\_\_

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

## **Jersey Shore Area School District**

### **Resolution**

WHEREAS, the World Health Organization has declared that the current outbreak of COVID-19 is a global pandemic; and

WHEREAS, the Pennsylvania Department of Education has determined that the COVID-19 pandemic constitutes an “emergency” within the meaning of Section 520.1 of the Public School Code; and

WHEREAS, the Pennsylvania Department of Education (“the PDE”) has published guidance entitled *Instructional Days/Hour During the 2020-2021 School Year, Implications Related to COVID-19* (“the PDE Guidance”); and

WHEREAS, the PDE Guidance provides, in part, that it “considers the World Health Organization-declared Coronavirus disease (COVID-19) global pandemic an emergency as contemplated by section 520.1,” 24 P.S. §5-520.1; and

WHEREAS, the Board of School Directors has determined that the risks COVID-19 presents to our students, employees and community requires an extraordinary response;

NOW THEREFORE, *be it resolved*, that:

1. the Jersey Shore Area School Board of Directors hereby finds and declares that the COVID-19 pandemic is an emergency within the meaning of Section 520.1 of the Public School Code;

2. for the duration of said pandemic but in no event for any period exceeding four (4) years, the Superintendent shall have the duty and the authority to develop and amend as necessary and as required by law a Health and Safety plan (“the Plan”) in a form and manner prescribed by the PDE that ensures a minimum of 180 days of instruction, allowing for a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, employing any combination of in-person, virtual, and distance learning as the Superintendent deems appropriate to address the health and safety of students, employees and community and the learning needs of students;

3. such instruction shall comply with: (a) the requirement of Chapter 4 of the regulations of the State Board of Education, 22 Pa. Code, Chapter 4; (b) the curriculum standards published in accordance therewith; and (c) other applicable law;

4. the Superintendent or his designee shall prepare and/or file such documents or other instruments necessary to implement this Resolution and obtain approval from any regulatory agency as may be necessary, including PDE and the United States Department of Education;

5. the Superintendent or his designee shall ensure that the Jersey Shore Area School District has the systems, infrastructure policies, Administrative Regulations and protocols in place to implement the Plan, including systems to track attendance and instructional time;

6. the Superintendent shall keep the School Board advised of the status of the Plan and the systems, infrastructure, policies, Administrative Regulations and protocols put in place to implement the Plan; and

7. any Policy of the School Board that contains any terms, conditions or provisions that are inconsistent with the terms of this Resolution, the Plan or the procedures implemented by the Superintendent to implement this Resolution or the Plan shall be rescinded to the extent necessary. For purposes of clarity, this Resolution, the Plan and procedures and protocols implemented to comply with this Resolution and the Plan shall supersede any inconsistent School Board policy.

June 3, 2020

Superintendent  
Jersey Shore Area School District  
175 A & P Drive  
Jersey Shore, PA 17740



Dear Jersey Shore Area School District:

Enclosed please find one (1) Letter of Agreement (often called Linkage Agreement or Referral Agreement) between **Jersey Shore Area School District** and our affiliate programs, Beacon Light Behavioral Health System and Beacon Light Adult Residential Services.

This Agreement helps us identify and connect with your organization to support referrals to, referrals from and/or coordination of care for clients that may benefit from services.

Beacon Light Behavioral Health System and Beacon Light Adult Residential Services are full-spectrum behavioral health service providers headquartered in Bradford, PA. We offer a continuum of care, including multiple programs of varying intensity across the Commonwealth of Pennsylvania. Regardless of the location and type of service, qualified mental health professionals provide individualized treatment planning and care.

If you find the agreement satisfactory, please sign and return an electronic copy via fax (814.817.1447) or email to me, and retain the enclosed copy for your records. If you have any questions, please feel free to contact me at 814.817.1400 ext. 1404 or at [ssayers@journeyhealth.org](mailto:ssayers@journeyhealth.org).

Thank you for your time.

Sincerely,

Sue Sayers,  
Business Office Service Line Specialist | Beacon Light Behavioral Health System  
800 East Main Street | Bradford, PA 16701

**Letter of Agreement**  
**EFFECTIVE DATE: July 1, 2020**

BETWEEN  
**Beacon Light Behavioral Health System (BLBHS) &  
 Beacon Light Adult Residential Services (BLARS)**  
 Collectively "Beacon Light"  
 And  
**Jersey Shore Area School District**

Beacon Light establishes written Agreements with social service providers, county offices, social resources and other support systems as a means of offering a comprehensive system of care and treatment for our clients. This agreement confirms that **Jersey Shore Area School District** agrees to collaborate with Beacon Light in accordance with applicable rules, regulations and policies for the purpose of care coordination activities. The rendering of services is based on determination to meet eligibility criteria. Clients shall not be denied services or be discriminated against on the basis of race, sex, creed, or national origin. Client or guardian shall be responsible for charges incurred at the rendering organization.

Collaboration may include, but is not limited to, referral, treatment, discharge planning, and establishing supports for clients and their caregivers with any or all of the following Beacon Light Behavioral Health System and Beacon Light Adult Residential Services programs:

Outpatient Services Family Based Behavioral Health Multi Systemic Therapy Psychiatric Hospitalization BHRS, MT & TSS Independent Living School Based Behavioral Health General Psychiatric Residential Treatment Specialty Psychiatric Residential Treatment	Decision Support Center Peer Support Services Mobile Medication Management Case Management Services Drop-In Center SAP & Prevention Psychiatric Rehabilitation Community Stabilization & Reintegration Unit Dual Diagnosis Treatment Team
--	---

The term of this Agreement shall be 24 months beginning 7/1/2020 and continuing through 6/30/2022. Either party may terminate this agreement for any reason with thirty (30) days written notice. Either party may terminate this Agreement in the event of a substantial breach.

The Agreement, in and of itself, does not constitute a partnership or joint venture of any nature between the two entities. Nothing in this Agreement to limit the rights of the other party enter into any other contractual obligation. Neither party has offered or received any inducement or other consideration in exchange for entering into this Agreement.




Organization  
 Sign & Print name/title

Jennifer Gelsing,  
 Executive Director  
 BLBHS

James Wiseman,  
 Executive Director  
 BLARS

# Flexible Instructional Days

Online Application

To facilitate the development and review process for exemplars, the Pennsylvania Department of Education (PDE) has provided a lesson plan exemplar template. Public school entities may choose to use the template or their own formatted lesson plan. All exemplars must be submitted as a PDF.

## Public school entities applying for a FID program for the 2019-2020 school year:

If a public school entity submits an application, inclusive of all required documentation on or before June 15, 2020, the public school entity may implement the proposed FID program for an unlimited number of days through the end of the 2019-2020 school year. The proposed FID program will receive a complete review by PDE to determine completeness and acceptance of the application for implementation in the 2020-2021 and 2021-2022 school years. PDE will notify the public school entity as to whether its application meets the requirements of section 1506 of the Pennsylvania Public School Code (School Code), 24 P.S. § 15-1506, and is therefore accepted, no later than Nov. 1, 2020. If the application is accepted for use during the 2020-2021 and 2021-2022 school years, the public school entity is limited to five (5) FIDs for those years.

The following documentation is to be provided by June 15, 2020 if the school wishes to utilize a FID program for the 2019-2020 school year: completed application, including the uploading of exemplars; electronic signature page; and a letter of commitment of intent to adopt a FID program signed by the public school entity's Board President and Superintendent/CAO. Additionally, approved Board minutes, evidencing the board resolution approving the FID application must be submitted no later than Sept. 1, 2020.

## Public school entities applying for a FID program beginning in the 2020-2021 school year:

Applications and all required documentation are due by Sept. 1, 2020. PDE will notify the public school entity whether its application meets the requirements of section 1506 of the School Code, 24 P.S. § 15-1506, and is therefore accepted, no later than November 1, 2020. If accepted, the public school entity may implement a FID program for 2020-2021 and two subsequent years. A FID program cannot be instituted during the 2020-2021 school year or in subsequent school years, prior to PDE accepting the public school entity's application.

**Public School Entity**

Jersey Shore Area SD

Choose your public school entity.

**AUN**

Populated automatically based on selected public school entity.



**Contact**

Enter the first and last name of a primary contact familiar with your program.

**Email**

Enter the email address of the primary contact.

**Phone**

Enter the phone number of the primary contact.

**Period**

2020-2021 and two subsequent years

Choose the FID period to which this application applies.

**Assurances**

Select each box below to indicate your assurance that:

Staff, students, and parents shall be made aware of notification procedures prior to the institution of a flexible instructional day and the means of notification shall be fully accessible.

Responsibilities shall be agreed upon and expectations shall be communicated to all staff, students, and parents prior to the institution of a flexible instructional day.

Attendance shall be strictly enforced in compliance with Article XIII of the School Code during a flexible instructional day.

Students shall be provided health services during a flexible instructional day in compliance with Article XIV of the School Code.

Free Appropriate Public Education (FAPE) shall be afforded all students during a flexible instructional day in compliance with the Individuals with Disabilities Education Act (IDEA).

Should technology ever be employed during a flexible instructional day, policies and measures are in place to ensure the cyber-safety and security of students accessing online school services and digital resources.

Should technology ever be employed during a flexible instructional day, technical assistance and support shall be provided, as appropriate, to ensure access to instruction and resources.

## Narratives

Describe the procedure for notifying all students, parents, and professional staff prior to a flexible instructional day being instituted.

The district has the ability to send message to staff and parents using our automated system. FIDs will be communicated using this platform. We can send texts, emails and phone calls. In addition, the district can send emails to staff and students. These are the same methods used to communicate other school notifications, updates and emergencies. The district also has a website and facebook page to post notices. In the event that there is a pending emergency, the dsitric can communicate the need for a FID day prior to the day occurring.

Describe the procedure for instituting a flexible instructional day, including (if applicable) the use of technology and equitable accommodations for students and professional staff lacking sufficient home access to devices and/or the Internet. Please provide an alternative method of delivering instruction, should there be issues with the availability of technology or student access to the materials during a flexible instructional day.

The district has provided a device to every student in grades K-12. The staff gives students materials locally on the devices in a folder so that access to the internet is not an issue when the students are working from home. If students are not able to use devices, the district provides students with packets of materials. The district also has hotspot devices that students can sign out.

Describe the responsibilities of professional staff during a flexible instructional day.

Professional staff will provide a daily lesson to students. Professional staff are available to students via email. Parents and students are able to make contact with staff during assigned hours to assist students with their work and questions. The day's goals that align with course objectives will be clearly communicated to students and families and delivered in a standard format.

Counselors will be available to check in on students and receive student communications.

Principals will be available to support families and students who have issues during a FID day.

Paraprofessionals will support the students and teachers that they are assigned.

Support Staff will continue to work remotely as able or report to work if they are essential.

Describe the responsibilities of students during a flexible instructional day.

Students will complete assigned work and can return it electronically to staff. If they do not have access, they will be able to return their work to teachers when they return to school. Students will send a message to their teacher if they need assistance. If they lack access, they will have the opportunity to ask questions when they return to school.

Describe the procedure for tracking student participation (i.e., attendance) during a flexible instructional day.

Teachers will track that students returned work when the students return to school. Three days from return to school, teachers will provide a report to the office of any student who did not return work and that student will be marked absent.

## File Upload

**Note:** PDE has provided an optional [Exemplar Template](#), which can be accessed from the [Training/Templates Document Library](#).

**Upload as six separate PDF files named “Appendix [LETTER].FID19” exemplars designed to progress the learning for all students in support of course objectives and representative of instruction on a flexible instructional day.**

- Appendix A: English Language Arts exemplar (*any level within grades K-8*)
- Appendix B: English Language Arts exemplar (*any level within grades 9-12*)
- Appendix C: Mathematics exemplar (*any level within grades K-8*)
- Appendix D: Mathematics exemplar (*any level within grades 9-12*)
- Appendix E: Science exemplar (*any level within grades 9-12*)
- Appendix F: Social Studies exemplar (*any level within grades 9-12*)

Exemplars must include the following design elements: reference standards, establish expectations for instructional outcomes, identify opportunities for accommodations, list resources to be utilized, delineate student participation, and define evidence of learning.

For 2019-2020 applications, also upload the following:

- **A letter signed by the Board President and Superintendent/CAO – Upload**, as a single PDF file named “Board\_FID19”, a letter signed by the Board President and Superintendent/CAO evidencing the commitment by the public school entity that you will implement a FID program in the 2019-20 school year. The letter verifies that Board has reviewed the application and has intent to adopt the program at the next meeting. You may use Flexible Instructional Days during the 2019-20 school year, once the completed application is submitted to PDE.
- **Official approved board minutes** – In order for this application to be considered for the 2020-21 and 2021-22 school years, upload official approved board minutes, as a single PDF file named “Approved Board Minutes\_FID19”, by no later than September 1, 2020. You may not use any Flexible Instructional Days in the 2020-21, or subsequent year, until PDE provides notification that the application has been accepted.

**For 2020-2021 applications, also upload the following:**

- **Official approved board minutes** – Upload, as a single PDF file named “Approved Board Minutes\_FID20”, approved board minutes that evidences that the Board met, reviewed and approved the submission of this application and includes the tally of the votes between April 15 and September 1, 2020. PDE will review FID program applications and notify of acceptance/denial by no later than November 1, 2020. You may not use any Flexible Instructional Days in 2019-20 school year. If accepted, the FID program would begin in the 2020-21 school year. A public school entity may not institute a FID prior to PDE accepting the FID program application.



- ~~X~~ [Appendix A\\_FID20.pdf](#)
- ~~X~~ [Appendix B\\_FID20.pdf](#)
- ~~X~~ [Appendix D\\_FID20.pdf](#)
- ~~X~~ [Appendix E\\_FID20.pdf](#)
- ~~X~~ [Appendix F\\_FID20.pdf](#)

## Electronic Signature

"On behalf of entity noted below, I am submitting this application for the Flexible Instructional Day (FID) program. By entering my name, title, date, and User ID below and clicking "Submit", I acknowledge that I have reviewed and understand Pennsylvania's policy and requirements for acceptance as published on the PDE website. By entering my name in the field below, I confirm that I am the Superintendent/Chief Academic Officer and Approver of this application for the above-named public school entity and that the information provided in the application is accurate and complete."

Name

Title

Entity

Date Submitted

Submitted By

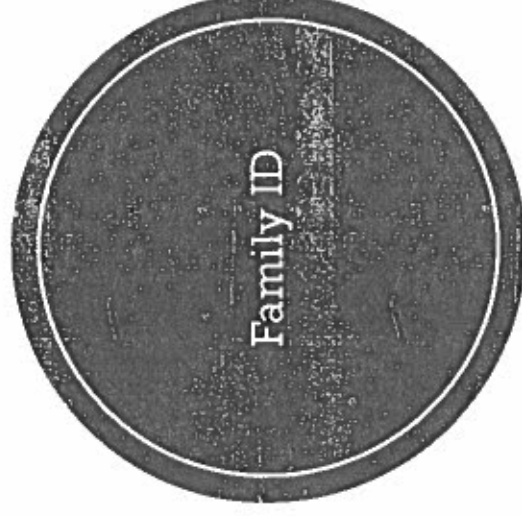


## PDE Review

Do you wish to submit your application for PDE review?

- Click **Save** to save your application and attachments in the FID SharePoint Site for future editing. This will NOT initiate PDE review.
- Click **Submit** to initiate PDE review of your application. You will not be able to edit the application or files once review is initiated.
- Click **Cancel** to exit the application without saving your changes.
- Click **Print** to open a read-only, print-friendly view of this form. Please save your changes before you print the form.

# ONLINE ATHLETIC REGISTRATION





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**Student athlete's complete registration online**

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**Replaces paper forms**

---

**PIAA compliant**

---

**Immediate updated information**

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**24/7 Family access**

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**24/7 Coaches & Athletic Trainer access**

---

**Detailed emergency care cards & contact info**

- A student/parent submits a 10-page registration & physical packet with a copy of their insurance card and a \$40.00 sports participation fee.
- These forms are turned into the building nurse.
  - The nurse reviews the forms for all the necessary medical information.
- Next the forms are sent to the building secretary.
  - The secretary reviews the forms to make sure all signatures are signed, and no pages are missing.
  - The secretary issues a receipt for payment and enters the athlete's information into a spreadsheet.
- The spreadsheets are issued to the coach and athletic director as a list of eligible students for participation.
  - The athletic director enters the students in the PIAA database for eligibility

# **JS ATHLETIC DEPARTMENT SPORTS REGISTRATION**

Our current process



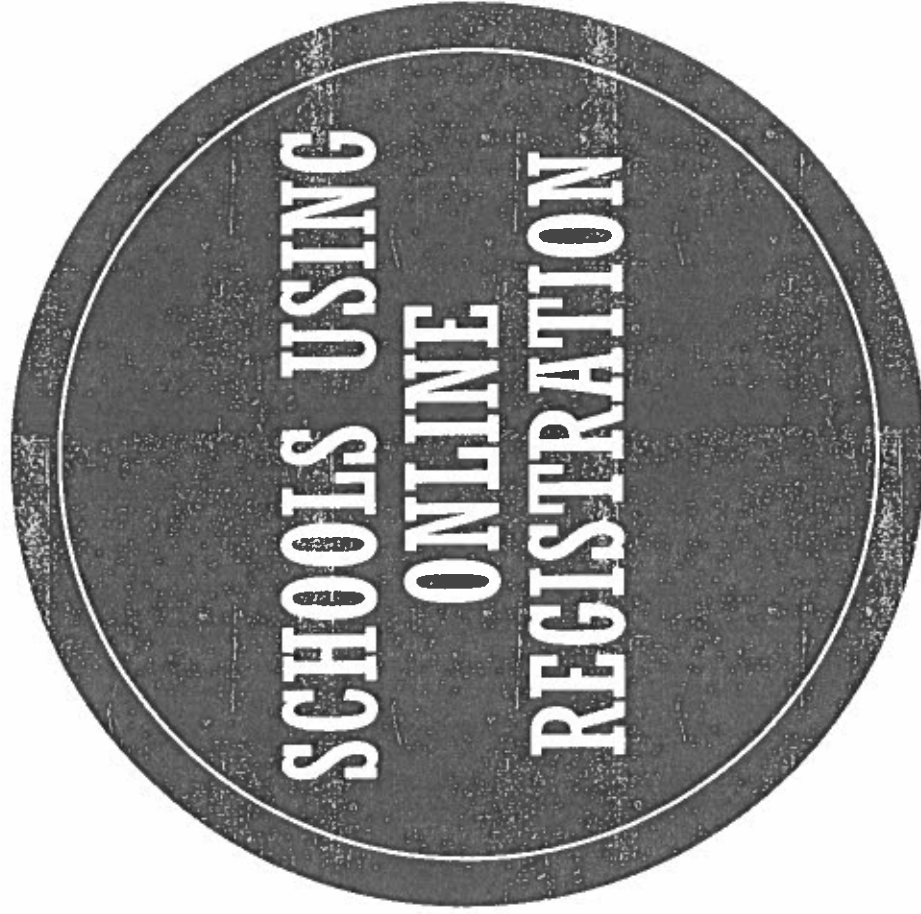


- Human error
- Direct contact during a pandemic
- Paper forms
- Time consuming
- Delayed information

# **JS ATHLETIC DEPARTMENT SPORTS REGISTRATION**

Drawback with our  
process





---

Central Mountain

Williamsport

Hughesville

Selinsgrove

Central Columbia

Mifflinburg

State College

Bellefonte

Milton

Southern Columbia

Lewisburg

- **Family ID is accessible over multiple devices**
  - Desktop Computer
  - Laptop Computer
  - Mobile Phone
  - Tablet
- **Access is available 24/7 at the convenience of the family**
- **Tech problems are handled through Family ID support**
- **If a family does not have access to any of those above devices; the athletic department would have an Ipad available for registrations**
- **The initial registration is timely but once saved it will automatically fill in each year following.**

## **FAMILY ID**

Students/Family without internet



- **Paper and Printing Savings:**
  - Currently each athlete completes a 10-page form that would be eliminated.
- **Time Savings:**
  - Secretary – (1) HS & (1) MS
    - Eliminates:
      - Processing forms
      - Reviewing completed forms
      - Issuing payment receipts
      - Data entry & tracking participants
  - Nurse – (1) HS & (1) MS
    - Reducing their time by 50% reviewing forms
    - Eliminates forms are not able to be submitted with missing information
  - Athletic Director
    - Completing deposits will be eliminated
    - Duplicating PIAA eligibility lists to be entered
    - Eligibility reports are automatically generated
- **Expandable**
  - It can be used for any paper form sent home to be signed
    - Field trip forms, student handbooks, iPad contracts

# JS ATHLETIC DEPARTMENT SPORTS REGISTRATION

Cost Savings to JSASD



- How does online registration eliminate risk to Jersey Shore Area School District?
  - **Human Error**
    - Families cannot proceed through the process if information is missing.
    - The registration entries are saved throughout the process if they are unable to complete all at once.
  - **Time Stamp**
    - All transactions are time stamped.
      - Example: a student signs and accepts the student handbook. Then later is found smoking at a basketball game. The district has a time stamp that the handbook was signed
  - **Eligibility**
    - There are no questions if a student athlete is eligible to participate
  - **Safety**
    - Emergency care cards are automatically generated from questionnaire and available when a student is eligible

# **JS ATHLETIC DEPARTMENT SPORTS REGISTRATION**

Eliminate Risk



**FamilyID<sup>®</sup>**

**FAMILY ID  
ONLINE  
REGISTRATION**

**It's more than online  
registration, it's peace of  
mind.**



- A family accesses the Family ID link from our athletic webpage
  - “Click here to register for a Fall Sport”
- The family creates an account that will remain the same year after year
  - Next is the completion of all the PIAA required questions. During this step families cannot proceed if information is missing. If a question is answered YES and drop box is presented for entering detailed information.
    - Example: Bill marks YES to having a broken bone
      - The drop box appears – Bill will enter: left foot 2010
- After the questionnaire is complete, the physical forms can be printed to take to the dr appointment.
- After the physical exam is completed and signed a picture can be taken and uploaded into the family account.

## **FAMILY ID ONLINE REGISTRATION**

How does it work?



- The nurse receives a notification that the physical is available for review.
  - In reviewing the nurse logs in and clears a participant
  - Any YES answers are highlighted for the nurse to accept or decline
    - Declined answers are sent back to the family to fix. (No calling students to the nurses office or calling parents to return to the school to fix the paperwork. A notice is sent via email to the family to review the paperwork at their convenience
- Once the nurse approves the PLAA questionnaire and physical form the student athlete is automatically added to the eligibility list for coaches to access.
- The first day of practice the coach has a real time list of eligible students who can participate in practice

# **FAMILY ID ONLINE REGISTRATION**

Continued





- Annual cost \$1745.00

- How is the cost going to be covered?

- A process fee of \$3.50 per season

- Example:

- The Henry Family has (2) student athletes

- Fall Sports – Serena registers for Cheer \$40.00, Bill registers for Cross Country \$40.00. The total bill would be \$83.50. (2) registration fees & (1) process fee.

- A family can register for all seasons and all student athletes once a year and have one process fee.

- Or they can register each season and pay the process fee each time.

- The process fees are collected by Family ID and sent to our district.

- Jersey Shore Athletics would be invoiced annually

## **FAMILY ID**

Annual Cost & Budgeting  
Plan



**⑩ How are the Sports Fee handled?**

**⑩ The \$40.00 sports fee is paid through the Family ID registration with MySchoolBucks.**

**⑩ JSASD is already using MySchoolBucks.**

(If we were to change our MySchoolBucks account to another system Family ID has multiple organizations, they work with.)

If a refund is requested due to a student being cut from the team during tryouts. It is done with a click of a button. Our current process is to create a request for payment, gather signatures, cut a check, and mail it out to the family.

# **FAMILY ID**

Registration Fees



- Once approved by our school board
- We can be up and running within days.
  - Example
    - Approved 7/22
    - PO issued 7/23
    - Set up of our forms 7/24
    - Website link issued from Family ID 7/27
    - Link posted to our athletic webpage 7/28
    - First registration accepted 7/28
    - One Call sent to MS & HS family 7/28

Online Registration up and running by August 2020 for the fall sports season.

Cost savings start immediately

## **FAMILY ID**

Set up and ready to go



- **Access**
  - 24/7 at the convenience of the family
  - Multiple devices accessible: computer, table, phone
  - Information is saved to leave and return to complete
- **Updates**
  - If a family updates an emergency contact or a medical condition; to coach and athletic trainer have immediate access to the information
- **Transferable**
  - If a student moves to Jersey Shore from a district that uses Family ID their information will transfer with them.
- **Convenience**
  - Upload pictures to account such as medical card and physical paperwork
  - Once a family account is set up the information rolls over season to season and year to year.

## **FAMILY ID**

Advantages to the families





# FAMILY ID WEBSITE

Family ID Website: <https://hello.familyid.com/>

A video explaining the registration process <https://vimeo.com/367125498>

# CONCERN FROM OUR STAFF

An email exchange:

However I do expect with sports happening that there is the potential (based on last year's numbers) of roughly 150-160 contracts still being outstanding so we could have quite a number of people attempting to submit those contracts and in a limited timeframe. Normally we have 60+ students who sign up and pay in May because they plan to get their school physical, plus the other 100+ who pay over the course of the entire summer. Right now we basically have received the cheerleading contracts along with approximately 15-20 other contracts.

When do sports/heat acclimation/practices officially begin? And based on Dr. Ulmer's e-mail, we didn't know if there were any concerns regarding numbers of people in the building. Of course we can control buzzing people in...and we can also possibly mark off distances, if necessary, because we too don't want an excessive number of people in the office at any one time...for distancing, probably only 2 families?

Sue E.

Online registration eliminates human contact



# CONCERN FROM OUR STAFF

An email exchange:

Hi Bev,

I just had a gentleman come to the Admin building to drop off some sports paperwork which I am sending you via inter office mail.

I spoke to Serena and she told me to tell him to drop it off at the MS on Tuesday between 8-12. He said he works and that would be impossible hence my sending it inter-office.

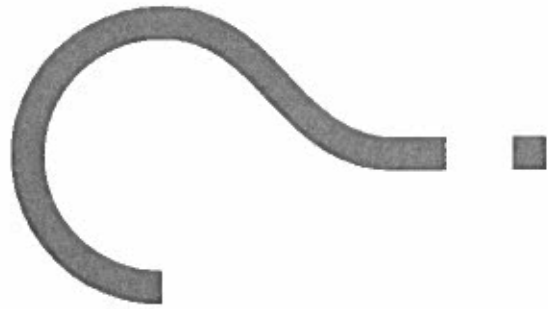
If there is anything missing, or you have any questions please contact them... the phone number is on the paperwork.

Have a great weekend

Kelli

Families would not have to meet specific office hours to turn paperwork in. Access is 24/7 at the convenience of the family.





# QUESTIONS

Serena Henry, RAA  
JSADS Athletic Director



July 23, 2020



## **Phased School Reopening Health and Safety Plan Template**

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Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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*This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.*

July 23, 2020

## Health and Safety Plan: Jersey Shore Area School District

This plan is a working draft document. The district will comply with all state orders in effect and notify staff and families of any necessary changes while operating schools. For a complete list of orders and guidance in place, please visit the State of Pennsylvania website on "Reopening Pre-K to 12 Schools in Pennsylvania here -

<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/Pages/default.aspx>

All district-sponsored academics programs will follow this policy. Extracurricular activities follow the board approved Extra-Curricular Plan.

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by Governor Wolf's Process to Reopen Pennsylvania. The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

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## Type of Reopening

### Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

**Based on your county's current designation and local community needs, which type of reopening has your school entity selected?**

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):**

August 27, 2020

**Pandemic Coordinator/Team**

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked "Pandemic Coordinator". For each additional pandemic team member, enter the individual's name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under "Pandemic Team Roles and Responsibilities":

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Brian Ulmer	Administration	Both, Superintendent
Dr. Ken Dady, Jr.	Administration	Both, Pandemic Coordinator, Safe Schools Coordinator
Craig Allen	Board	Plan Development
Mary Thomas	Board	Plan Development
Michelle Stemler	Board	Plan Development
Adrienne Johnston	Administration	Both

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<b>Alison Confer</b>	Teacher	Plan Development
<b>Jodi Wolesslagle</b>	Teacher	Plan Development
<b>Laurette Robinson</b>	Teacher	Plan Development
<b>Michele Persun</b>	Teacher	Plan Development
<b>Dr. Cindy Allen</b>	Lycoming County Health Coalition JSASD Community	Plan Development
<b>Alexandra Mahaffey</b>	Administration	Both
<b>Joanne Knepp</b>	Staff	Plan Development
<b>Margaret Leedy</b>	Administration	Both
<b>Mark Wall</b>	Administration	Both
<b>Melissa Corlew</b>	Parent	Plan Development
<b>Andrea Decker</b>	Parent	Plan Development
<b>Tiffany Kilpatrick</b>	Parent	Plan Development
<b>Chrissy Heaton</b>	Parent	Plan Development
<b>Donnica Confair</b>	Staff	Plan Development
<b>Judy Morlock</b>	Nurse	Both
<b>Lisa Taylor</b>	Teacher	Plan Development
<b>Jon Jean</b>	Administration	Both
<b>Keith Veldhuis</b>	Administration	Both
<b>Megan Kodish</b>	Teacher	Plan Development

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<b>Serena Henry</b>	Administration	Both
<b>Steven Keen</b>	Administration	Both
<b>Ruth LeVan</b>	Teacher	Plan Development
<b>Kimberly Myers</b>	Staff	Both
<b>Stephanie Windecker</b>	Transportation	Both

### Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools. For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?



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In the following tables, an asterisk (\*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.



**Cleaning, Sanitizing, Disinfecting and Ventilation**

**Key Questions**

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

**Summary of Responses to Key Questions:**

Cleaning protocols are in place. High touch areas will be a focus throughout the day. Custodial staff are trained and will be reminded of cleaning protocols. The district is working on replacing water fountains with bottle filling stations and moving to touch less fixtures.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used daily.</p> <p>Daily sanitization on transportation</p> <p>Teachers will be instructed to keep classroom doors locked but open to promote safety and increased ventilation</p>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used on a rotating basis to sanitize all spaces.</p> <p>Daily sanitization on transportation</p> <p>Teachers will be instructed to keep classroom doors locked but open to promote safety and increased ventilation.</p>	Mark Wall and Ken Dady	Additional wipes, sanitizing supplies	Y

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other cleaning, sanitizing, disinfecting, and ventilation practices	Elementary students will not use cleaning wipes.	Elementary students will not use cleaning wipes.			

**Social Distancing and Other Safety Protocols**

**Key Questions**

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

**Summary of Responses to Key Questions:**

Students will be spread out in classrooms and all spaces to the maximum extent feasible. Signs and reminders will be used to encourage students and staff to practice social distancing and good hygiene practices. Visitors and volunteers are addressed in the plan below. Staff will be trained on the elements of this plan before students return. Student reminders will be scripted for uniformity.

1. Outside group buildings use – No outside groups will be permitted to use building space from the start of school until October 13, 2020. The board will reconsider this at their October 12 meeting. This excludes childcare for our own students.
2. Visitors will need to call in to the building first or have an appointment to come in.
3. Parent Meetings –
  - a. In a green phase – parents will be offered virtual meetings. In person meetings will only occur in offices.
  - b. In a yellow phase – parents will be offered virtual meetings. In person meetings will only occur in the district office.

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4. Open House –
  - a. In person Open House for grades K, 6 & 9 with restriction of 250 people phased by time.
  - b. Virtual teacher meetings will be used for Open House.
  - c. New students since March 13, 2020 will be offered building tours prior to the start of school.
5. Field Trips – No field trips will not occur from the start of school until October 13, 2020. The board will reconsider this at their October 12 meeting. This does not include extracurriculars as governed by the Extracurricular Plan.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	The district will optimize space and consider hiring substitutes to lower the number of students in large classes.	Student desks will be placed in classrooms so that all students are facing in the same direction.  Items may need to be removed from classrooms to create additional space.	Building Principals	N/A	N
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	Cafeterias will be closed and students will retrieve lunch and eat in classrooms.  Large group settings will be reduced and the district will use all staff available to split students into smaller settings.	Cafeterias will be in use and students will be spread out to the maximum extent feasible. Principals will devise plan to lower numbers and assign seats to reduce contact.  Students in large group areas will be spread out to remove high contact among students.  All food will be served to students.	Building Principals/Director of Food Service	Potential for human resource impact	N

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Teachers will remind students at the beginning of each class period of the hygiene expectations. This includes washing hands and practicing social distancing.</p> <p>Parents and students will be educated on the importance of washing personal belongings.</p> <p>Teachers will develop routines for small groups of students retrieving personal belongings from cubbies and lockers.</p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Parents and students will be educated on the importance of washing personal belongings (bookbags, coats, etc.).</p> <p>Teachers will develop routines for small groups of students retrieving personal belongings from cubbies and lockers.</p>	<p>Building Principals</p>	<p>N/A</p>	<p>Y</p>
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Each teacher will receive 3 signs to post in their classroom</p>	<p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Each teacher will receive 3 signs to post in their classroom.</p>	<p>Mark Wall/Joanne Knepp</p>	<p>Signs</p>	<p>N</p>

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
<b>* Identifying and restricting non-essential visitors and volunteers</b>	<p>Visitors will not be permitted in school buildings.</p> <p>Volunteers will not be permitted.</p>	<p>Visitors will be limited to the building office and contact with students will be reduced. Visitors will need to call in to the building first or have an appointment to come in.</p> <p>Parents dropping off items will be required to leave them in the vestibule for staff to retrieve.</p> <p>Volunteers who serve essential functions will be permitted but reduced contact with students will be maintained to the extent possible.</p>	Building Principals	Posting on website and signs on building doors	N
<b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b>	<p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>No activities that require shared equipment.</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>	<p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>Use equipment that can be sanitized between classes.</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>	Building Principals	N/A	Y
<b>Limiting the sharing of materials among students</b>	No student materials will be shared.	Student materials will be sanitized between uses.	Building Principals	Wipes	N

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Staggering the use of communal spaces and hallways</b>	Hallways will be designated in one direction as possible.  Students will not be permitted to congregate in communal spaces.	Students will not be permitted to congregate in communal spaces	Building Principals	Directional Signs	N
<b>Adjusting transportation schedules and practices to create social distance between students</b>	Students will be encouraged to spread out on buses to the greatest extent possible.  Students will be assigned seats on buses and families will be seated together as possible.  Masks will be made available to students riding buses and they will be encouraged to use them.	Students will be encouraged to spread out on buses to the greatest extent possible.  Students will be assigned seats on buses and families will be seated together as possible.  Masks will be made available to students riding buses and they will be encouraged to use them.	Dr. Ken Dady	N/A	N
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	See above regarding visitors and volunteers.  Teachers and students who move classrooms and buildings will wash hands/Sanitize prior to or upon entering each classroom.	See above regarding visitors and volunteers.  Teachers who move classrooms and buildings will sanitize prior to entering each classroom.	Building Principals	Hand sanitizer	N
<b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b>	These agencies will be added to our One Call system to receive up to date notifications.  Information will be posted on the school district website.	These agencies will be added to our One Call system to receive up to date notifications.  Information will be posted on the school district website.	Dr. Ken Dady	One Call, website	N

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other social distancing and safety practices					

**Monitoring Student and Staff Health**

**Key Questions**

- How will you monitor students, staff and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where will the monitoring take place?
- When and how frequently will the monitoring take place?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19? What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

**Summary of Responses to Key Questions:**

Students and staff that show signs or symptoms, or have been exposed will be isolated and asked to quarantine. Parents need to screen their children for symptoms prior to sending them to school. School health personnel will consult with families and administration to determine return to school. Notifications will occur according to our established notification systems for other health issues, taking care to protect the rights of the person. Staff training will occur to assist students who are responding to trauma. Student climate checks will be added to our SRSS screeners in place as a positive approach to supporting students in responding to this situation. Visitors and Volunteers will be handled according to this plan. For the purposes of continuing education, student teachers and university student observers will not be treated as visitors per policy.



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Contract tracing and notification will be handled by the PA Department of Health –  
<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline (570)284-3657 and will need a note or negative test to return to work or school	Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline (570)284-3657 and will need a note or negative test to return to work or school.	Building Principal	Temperature scanners (large group and handheld).	Y
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	Any person showing symptoms will be sent home, told to call the Covid Hotline (570)284-3657 and will provide a note to return to work or school.  No one who is sick or has been exposed should report to work or school.	Any person showing symptoms will be sent home, told to call the Covid Hotline (570)284-3657 and will provide a note to return to work or school.  No one who is sick or has been exposed should report to work or school.	Dr. Ken Dady	Notification	N

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
<b>* Returning isolated or quarantined staff, students, or visitors to school</b>	Staff will use established protocols and interventions to catch up with students who missed school.	Staff will use established protocols and interventions to catch up with students who missed school.	Building Principals	N/A	N
	A cleared physician's note or negative test will be required to return.	A cleared physician's note or negative test will be required to return.	Pat McCormick	Technology	Y
	The school nurse will screen students and staff when they return if they had to be sent home	The school nurse will screen students and staff when they return if they had to be sent home.			
	Technology for remote learning will be used to provide resources to students who are not able to be present.	Technology for remote learning will be used to provide resources to students who are not able to be present.			
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	One call notifications.	One call notifications.	Dr. Ken Dady	One Call	N
	Information will be posted on the school district website.	Information will be posted on the school district website.		Website	
<b>Other monitoring and screening practices</b>					

**Other Considerations for Students and Staff**

**Key Questions**

- How will you determine which staff are willing/able to return? How will you accommodate staff who are unable or uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you address staff who are ill, or who have family members who have become ill?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

**Summary of Responses to Key Questions:**

Families and staff will receive a copy of the plan draft and a survey that will ask about their comfort level of returning. Local policies are outlined in the plan below. The district contracts for substitute teachers. Teachers will receive training in best instructional practices that are remote and hybrid. The district will utilize existing and expand technology to support family choice in remote and hybrid options.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>• <b>Protecting students and staff at higher risk for severe illness</b></p>	<p>Families will be permitted to choose the hybrid or JSOL learning option.</p> <p>Staff will be informed of the Families First Coronavirus Response Act (FFCRA or Act).</p> <p>The district will market its ability to provide remote or hybrid instruction and develop a process for parents to choose those options</p>	<p>Families will be permitted to choose the hybrid or JSOL learning option.</p> <p>Staff will be informed of the Families First Coronavirus Response Act (FFCRA or Act).</p> <p>The district will market its ability to provide remote or hybrid instruction and develop a process for parents to choose those options.</p>	<p>Dr. Ken Dady</p>	<p>Masks, face shields</p>	<p>N</p>

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Use of face coverings (masks or face shields) by all staff	Masks are required by the Governor's order  <a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a>	Masks are required by the Governor's order  <a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a>	Dr. Ken Dady	Masks, face shields	N
* Use of face coverings (masks or face shields) by older students (as appropriate)	Masks are required by the Governor's order  <a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a>	Masks are required by the Governor's order  <a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a>	Dr. Ken Dady	Masks, face shields	N
Unique safety protocols for students with complex needs or other vulnerable individuals	Staff will be educated regarding students with complex needs.  Families will be permitted to choose the hybrid or remote learning option.  Attendance waivers pursuant to board policy for students who qualify.	Staff will be educated regarding students with complex needs.  Families will be permitted to choose the hybrid or remote learning option.  Attendance waivers pursuant to board policy for students who qualify.	Peg Leedy  Dr. Ken Dady	Remote Learning Option	Y

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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Strategic deployment of staff</b>	<p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p>	<p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p>	Dr. Ken Dady	Microsoft Teams	N

**Health and Safety Plan Professional Development**

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Training Custodial Staff	Custodial Staff	Mark Wall	In person	Cleaning Supplies	July 28, 2020	
Hygiene Practices	All Staff	Building Principals	In person	Signs and scripts	After August 15, 2020	
Sanitizing Expectations	All Staff	Building Principals	In person	Signs and scripts	After August 15, 2020	
Remote Learning	Faculty	Pat McCormick	Virtual	Schoology, devices	After August 15, 2020	
Students with Complex Needs	Faculty	Peg Leedy	Remote	Handouts	After August 15, 2020	
Mental Health and Trauma	Faculty	Brian Ulmer	In person	Trainings	After August 15, 2020	

**Health and Safety Plan Communications**

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Community Letter	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	6/1/20	6/4/20
Board Meeting Announcement regarding Health and Safety Plan	All Stakeholders	Dr. Ulmer	Livestream	6/8/20	6/8/20
Community Letter	All Stakeholders	Dr. Ulmer	Email, Text, Website	6/19/20	6/19/20
Survey with Draft Plan	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	6/29/20	7/2/20
Board Approval	Board	Dr. Ulmer	Livestream	7/27/20	
Community Letter	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	7/28/20	

**Health and Safety Plan Summary: Jersey Shore Area School District**

**Anticipated Launch Date:** July 28, 2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

**Facilities Cleaning, Sanitizing, Disinfecting and Ventilation**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used daily.</p> <p>Transportation will be sanitized daily.</p>

**Social Distancing and Other Safety Protocols**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>The district will optimize space and consider hiring substitutes to lower the number of students in large classes</p> <p>Items may need to be removed from classrooms to create space.</p> <p>Cafeterias will be in use and students will be spread out. Principals will devise plans to lower numbers and assign seats/areas to reduce contact.</p> <p>Large group settings will be reduced and the district will use all staff available to split students into smaller settings.</p>



Requirement(s)	Strategies, Policies and Procedures
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>* Handling sporting activities consistent with the <u>CDC Considerations for Youth Sports</u> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Teachers will remind students at the beginning of each class period of the hygiene expectations. This includes washing hands and practicing social distancing</p> <p>Parents and students will be educated on the need to clean personal belongings on a regular basis.</p> <p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>

**Monitoring Student and Staff Health**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline(570)284-3657 and will need a note or negative test to return to work or school.</p> <p>Any one showing symptoms will be sent home, asked to call the Covid hotline (570)284-3657 and will provide a cleared doctor's note or negative test to return to work or school.</p> <p>No one who is sick or has been exposed should report to work or school.</p> <p>Staff will use established protocols and interventions to catch up with students who missed school.</p> <p>Technology for remote learning will be used to provide resources to students who are not able to be present. One call notifications.</p> <p>Information will be posted on the school district website.</p>

**Other Considerations for Students and Staff**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Protecting students and staff at higher risk for severe illness</b></p> <p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Masks are required by the Governor's order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p> <p>Staff will be educated regarding students with complex needs.</p>

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Requirement(s)	Strategies, Policies and Procedures
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>Families will be permitted to choose the hybrid or remote learning option.</p> <p>Attendance waivers will be used in accordance with board policy for qualifying students.</p> <p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p> <p>Staff training in supporting students dealing with trauma.</p>

July 23, 2020

**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Trustees for **The Jersey Shore Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 27, 2020**.

The plan was approved by a vote of:

**Yes**  
 **No**

Affirmed on: **July 27, 2020**

By:

\_\_\_\_\_  
*(Signature of Board President)*

\_\_\_\_\_  
*(Print Name of Board President)*