

**Jersey Shore Area School District**  
**Board of Education – Regular Meeting**  
(held virtually using video conference calling)  
Minutes of August 24, 2020

**A. Opening**

**1. Call to Order:** Mr. Allen, President, called the meeting to order at 7:07 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. Treasurer’s Report:**

**Motion:** A motion was made by Wayne Kinley and seconded by Harry Brungard to approve the following Treasurer’s Reports as listed on the Agenda:

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

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.

**2. Approval of Bills:**

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

General Fund Month End Checks	750,460.20
General Fund Manual Checks	33,174.28
General Fund PLGIT Electronic Payments	(3,434.27)

General Fund Muncy Electronic Payments	573,167.29
General Fund FNB Electronic Payments	403.72
Accounts Payable Checks	13,550.00
Capital Reserve Fund Checks	189,963.11
Food Service Fund Muncy Electronic Payments	17,496.23
Payroll PLGIT Electronic Payments	508,127.65
Payroll Fund Checks	47,110.68
General Interfund Cash Transfers	1,777,745.68
Food Service Interfund Cash Transfers	5,668.17
Athletic Interfund Cash Transfers	54.00
Ramsey Interfund Transfers	<u>13,550.00</u>
<b>Total</b>	<b>3,927,036.74</b>

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doeblor	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.

**C. Presentations**

1. **Communications:** None
2. **President's Report:** None
3. **Intermediate Unit Report:** None
4. **Superintendent's Report:**

a. Updated Board Policies:

(Attachments)

- Policy 105 - Curriculum
- Policy 105.1 - Review of Instructional Materials by Parents/Guardians and Students
- Policy 105.2 - Exemption from Instruction
- Policy 106 - Guides for Planned Instruction
- Policy 107 - Adoption of Planned Instruction

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

Hillary VanFleet, JS Boro – commented on Homeschooling.

**Motion:** A motion was made by Mary Thomas and seconded by David Becker to close Courtesy of the Floor.

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doeblor	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.

**Motion:** A motion was made by Mary Thomas and seconded by Wayne Kinley to add the following addendum item to Personnel items:

m. appointment of Tyler Henry as Head Cross Country coach at coach salary Level 1, \$3360.00, effective the 2020-2021 season.

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.

President Allen removed Personnel item e. from the agenda.

e. Mark Sundberg as a volunteer Cross Country and Track and Field coach, effective August 25, 2020.

**E. Personnel Items:**

**1. Personnel Items**

**Motion:** A motion was made by Mary Thomas and seconded by David Becker to approve items a. – d. and f. – m. as listed on the agenda and addendum:

a. appointment of Todd Nagy as In Home Education teacher, effective August 25, 2020 at \$30.00 per hour.

b. appointment of Paul Mantle, Jr. to a fulltime custodial position at the High School, effective August 25, 2020, at Step C1 of the AFSCME contract, \$14.05 per hour, with a \$.20 per hour shift differential for second shift.

c. accepting a letter of resignation from Christine Summerson, Middle School Special Education teacher, effective June 23, 2020.

d. accepting a letter of resignation from Mark Sundberg, Head Cross Country coach and Head Girls Track and Field coach, effective August 13, 2020.

f. accepting a letter of resignation from Arlene Foulds, Avis Elementary Lunch Monitor, effective August 10, 2020.

g. accepting a letter of resignation from Frances Hollick, afternoon Crossing Guard, effective August 11, 2020.

h. Joseph A. Miller, II as a volunteer Softball coach, effective August 25, 2020.

i. Joshua Eichenlaub as a volunteer girls Basketball coach, effective the 2020-2021 school year.

j. Collin Glorioso as a volunteer Wrestling coach, effective August 25, 2020.

k. accepting a letter of resignation from Dixie Brandt, Middle School lunch monitor, effective August 20, 2020.

l. appointment of Cindy Council to a part time Food Service position at Jersey Shore Area Elementary School, \$10.20 per hour, effective for the 2020-2021 school year.

m. appointment of Tyler Henry as Head Cross Country coach at coach salary Level 1, \$3360.00, effective the 2020-2021 season.

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doeblor	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:** None

**G. Building and Grounds:**

**1. Building and Grounds Items**

**Motion:** A motion was made by Mary Thomas and seconded by Wayne Kinley to approve the following Building and Grounds items as listed on the agenda:

a. the attached emergency freezer purchase resolution. (Attachment)

b. the purchase of a replacement freezer system for Avis Elementary School from Air Quality Mechanical, Inc., \$15,850.00, funds for this project will come from the Capital Reserve Account.

A roll call vote was taken as listed below:

David Becker	Yes	Harry Brungard	Yes
Patrice Doeblor	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.

**H. Finance:** None

**I. Miscellaneous**

**1. Miscellaneous Items:**

**Motion:** A motion was made by Mary Thomas and seconded by Harry Brungard to approve the following Miscellaneous items as listed on the agenda:

a. a one year renewal agreement between Jersey Shore Area School District and Community Services Group to establish School-Based Outpatient Mental Health Assessments and Therapy Services, effective August 20, 2020. (Attachment)

b. in accordance with Board policy 211, to provide an optional voluntary student insurance policy, to be purchased by parents, through Gerber Life Insurance Company via R. R. Motter Agency for the 2020-2021 school year. (Attachment)

c. a Letter of Agreement between the West Branch Drug and Alcohol Abuse Commission and Jersey Shore Area School District effective September 1, 2020 until June 30, 2022. (Attachment)

d. a Letter of Agreement between Lycoming-Clinton Joinder Board and Jersey Shore Area School District for services provided for the Student Assistance Program for the 2020-2021 school year. (Attachment)

e. an addendum to the Transportation Plan for Foster Care Youth between Jersey Shore Area School District and Clinton County Children and Youth Agency. (Attachment)

f. the change of a pay date from January 1, 2021, which is a holiday, to Monday, January 4, 2021.

g. the following policies at first read: (Attachments)

- Policy 247- Hazing
- Policy 249 - Bullying/Cyberbullying
- Policy 252 - Dating Violence
- Policy 317.1 - Educator Misconduct

h. the following policies at second read: (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

i. renewal of the Jersey Shore Area School District Pre K Counts partnership Agreement with All Things Bright and Beautiful Day Care for the 2020-2021 school year. (Attachment)

j. renewal of the Jersey Shore Area School District Pre K Counts partnership Agreement with Your Guardian Angel Preschool and Childcare for the 2020-2021 school year. (Attachment)

k. renewal of the agreement with Geisinger Clinic to perform physicals for the Jersey Shore Area School District through June 24, 2021. (Attachment)

l. early admission of student 2020-21-01 to Kindergarten, per Board Policy 201, for the 2020-2021 school year.

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:** None

**M. Adjournment:**

The August 24, 2020 Regular Board Meeting (held virtually using video conference calling) was adjourned at 7:48 p.m.

Respectfully submitted,

Benjamin J. Enders  
Board Secretary

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

<u>Bank Accounts</u>	Beginning Balance	Received	Disbursed	Ending Balance
General Fund - FNB	\$ 22,576.37	\$ 2,636,969.31	\$ 2,262,653.01	\$ 396,892.67
General Fund - PSDLAF	52,676.39	0.31	-	52,676.70
General Fund - Muncy Bank & Trust	6,820,281.31	3,970,859.71	1,573,167.29	9,217,973.73
Activity/Other Trust Funds - Muncy Bank &	173,502.06	285.62	-	173,787.68
Athletics Fund - Muncy Bank & Trust	58,429.18	962.70	-	59,391.88
Food Service Fund - Muncy Bank & Trust	96,869.39	110.95	17,496.23	79,484.11
Payroll Fund - Muncy Bank & Trust	36.33	0.05	-	36.38
Capital Reserve - Muncy Bank & Trust	847,348.25	898.07	189,963.11	658,283.21
General Fund - PLGIT Class	2,493,496.55	1,280,528.75	2,620,538.21	1,153,487.09
General Fund - PLGIT Plus/Class	-	-	-	-
General Fund - PLGIT/I Class	-	-	-	-
Accounts Payable Fund - PLGIT Class	0.00	13,550.33	13,550.00	0.33
Activity/Other Trust Fund - PLGIT Class	24,929.88	3.43	-	24,933.31
Athletics Fund - PLGIT Class	64,064.06	7.11	54.00	64,017.17
Capital Reserve Fund - PLGIT Class	168.91	189,966.20	189,963.11	172.00
Capital Reserve Fund - PLGIT Plus/Class	-	-	-	-
Capital Reserve Fund - PLGIT/I Class	-	-	-	-
Food Service Fund - PLGIT Class	103,068.64	90.86	5,668.17	97,491.33
Ramsey Fund - PLGIT Class	55,541.00	5.80	13,550.00	41,996.80
Payroll Fund - PLGIT Class	375,635.72	1,783,444.12	1,604,736.57	554,343.27
Sechrist Scholarship Fund - PLGIT Class	99,968.22	11.03	-	99,979.25
<b>Totals</b>	<b>\$ 11,288,592.26</b>	<b>\$ 9,877,694.35</b>	<b>\$ 8,491,339.70</b>	<b>\$ 12,674,946.91</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**  
**July 31, 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%	7/27/2020	<u>1,000,000.00</u>	<u>0.00</u>	<u>1,008,900.43</u>	<u>8,900.43</u>	<u>(0.00)</u>
			\$ <u>1,000,000.00</u>	\$ <u>0.00</u>	\$ <u>1,008,900.43</u>	\$ <u>8,900.43</u>	\$ <u>(0.00)</u>
<b>Total Certificates of Deposit</b>							<u>\$ <u>(0.00)</u></u>



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

<u>Date</u>	<u>Amount</u>	<u>Reason</u>
<b>General Fund Transfers:</b>		
7/2/20	\$ 598,506.69	Gross Payroll
7/2/20	40,729.31	FICA Employer Share
7/17/20	528,102.38	Gross Payroll
7/17/20	39,047.10	FICA Employer Share
7/31/20	532,014.93	Gross Payroll
7/31/20	39,345.27	FICA Employer Share
Total:	<u>\$ 1,777,745.68</u>	
<b>Food Service Fund Transfers:</b>		
7/28/20	25.98	To General Fund - Due to/Due from
7/2/20	4,098.59	Gross Payroll
7/2/20	143.71	FICA Employer Share
7/17/20	1,094.48	Gross Payroll
7/17/20	83.73	FICA Employer Share
7/31/20	205.92	Gross Payroll
7/31/20	15.76	FICA Employer Share
Total:	<u>\$ 5,668.17</u>	
<b>Athletic Fund Payable Fund Transfers:</b>		
7/28/20	\$ 54.00	To Food Service Fund - Due to/Due from
Total:	<u>\$ 54.00</u>	
<b>Ramsey Fund Transfers:</b>		
7/31/20	\$ 13,550.00	To Accounts Payable Fund - Due to/Due from
Total:	<u>\$ 13,550.00</u>	

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051908	08/14/2020	C4125500005	21000132	S8936307.001	10-2620-610-000-10-040-000-000-0000	310424	105.80
<b>Vendor: 100044 - APR SUPPLY CO</b>							
0051909	08/14/2020	C4125500003		061820JSSD-DS	Remit # 1 Check Date: 08/25/2020	Check Amount: 105.80	
					10-2310-820-000-000-000-000-LEGL 343893LEGL	92.75	
<b>Vendor: 100412 - ACE COURT REPORTING, INC.</b>							
0051910	08/19/2020	C4127600001		872162	Check Date: 08/25/2020	Check Amount: 92.75	
0051910	08/19/2020	C4127600002		872163	10-2310-610-000-000-000-0000	311028	20.00
<b>Vendor: 100900 - ADDIES AWARDS &amp; PRINTING</b>							
0051911	08/18/2020	C4127000001	21000068	1489402	Remit # 1 Check Date: 08/25/2020	Check Amount: 140.00	
					10-0480-000-120-00-000-000-0000	110480-120	79.00
0051911	08/18/2020	C4127000002	21000068	1487114	10-0480-000-120-00-000-000-0000	110480-120	237.00
0051911	08/18/2020	C4127000003	21000068	1437835	10-0480-000-120-00-000-000-0000	110480-120	326.00
<b>Vendor: 101270 - ASSETGENIE, INC. dba/AG iREPAIR</b>							
0051912	08/18/2020	C4127000012		288483	Remit # 1 Check Date: 08/25/2020	Check Amount: 642.00	
					10-2620-430-000-000-000-0000	310932	37.00
0051912	08/18/2020	C4127100006		292212	10-2620-430-000-000-000-0000	310932	149.00 #
<b>Vendor: 103425 - ALL ROUND TIRE CO</b>							
0051913	08/14/2020	C4125500004		20202021-01	Remit # 1 Check Date: 08/25/2020	Check Amount: 186.00	
					10-1807-899-217-10-000-021-000-0000	340056-21	16,000.00
<b>Vendor: 103450 - ALL THINGS BRIGHT &amp; BEAUTIFUL</b>							
0051914	08/18/2020	L4126800007	21000126	JA08192990	Check Date: 08/25/2020	Check Amount: 16,000.00	
					10-1110-756-986-00-000-000-0000	-882.00	
0051914	08/18/2020	L4126800008	21000126	AC34248628	10-1110-756-986-00-000-000-0000	897.00	
0051914	08/18/2020	L4126800009	21000126	AC31777019	10-1110-756-986-00-000-000-0000	149,940.00	
0051914	08/19/2020	L4127700002	21000126	AC27590235	10-1110-756-986-00-000-000-0000	17,125.50	
<b>Vendor: 106550 - APPLE COMPUTER INC</b>							
0051915	08/14/2020	C4125400001	20000734	2006-055995	Remit # 1 Check Date: 08/25/2020	Check Amount: 167,080.50	
					10-1380-752-243-30-000-020-000-0000	210.00 #	
0051915	08/14/2020	C4125500006	21000133	2007-062595	10-2620-610-000-30-010-000-0000	310135	28.47
0051915	08/14/2020	C4125500007	21000133	2007-061129	10-2620-610-000-30-020-000-0000	310228	17.27
0051915	08/14/2020	C4125500008	21000133	2007-062483	10-2620-610-000-30-010-000-0000	310135	2.84
0051915	08/14/2020	C4125500009	21000133	2007-062335	10-2620-610-000-30-020-000-0000	310228	3.41
0051915	08/14/2020	C4125500010	21000133	2007-060614	10-2620-610-000-10-040-000-0000	310424	4.56
0051915	08/14/2020	C4125500011	21000133	2008-065124	10-2620-610-000-00-000-000-0000	310939	36.05
0051915	08/14/2020	C4125500012	21000133	2008-063775	10-2620-610-000-10-030-000-0000	310319	256.00
0051915	08/14/2020	C4125500013	21000133	2007-062678	10-2620-610-000-10-030-000-0000	310319	28.65
0051915	08/14/2020	C4125500014	21000133	2008-063983	10-2620-610-000-10-030-000-0000	310319	29.74
0051915	08/18/2020	C4127000020	21000133	2008-065333	10-2620-610-000-00-000-000-0000	310939	46.48
0051915	08/19/2020	C4127600020	21000133	2008-065716	10-2620-610-000-30-010-000-0000	310135	95.81
<b>Vendor: 108815 - BLUETARP FINANCIAL, INC.</b>							
					Remit # 2 Check Date: 08/25/2020	Check Amount: 759.28	

\* Denotes Non-Negotiable Transaction  
P - Prenote      d - Direct Deposit      c - Credit Card Payment  
# - Payable Transaction      JERSEY SHORE AREA SCHOOL DIST      Page 1  
08/19/2020 02:00:32 PM

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 08/25/2020 to 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00051916	08/14/2020	L4125600009	21000002	60024	10-2620-610-000-000-000-0000	310939	128.76
<b>Vendor: 110670 - HASSINGER &amp; COMPANY INC.</b>							
00051917	08/18/2020	C4127000004			10-2380-580-000-10-040-000-000-0000	310428	20.00
CONFERENCE REIMB							
<b>Vendor: 113050 - JENNIFER BERRY-PROPST</b>							
00051918	08/14/2020	C4125400002		2100054	10-2220-538-000-00-000-023-000-0000	311079	20.00
00051918	08/18/2020	C4127000018		2100113	10-1290-322-000-00-000-000-000-0000	311650-IU	678.40 #
68,633.86							
<b>Vendor: 115900 - BLAST INTERMEDIATE UNIT 17</b>							
00051919	08/14/2020	C4125500015		19402	10-2620-430-000-30-010-000-000-0000	310133	75.99
00051919	08/14/2020	C4125500016		19401	10-2620-430-000-30-010-000-000-0000	310133	45.00
00051919	08/14/2020	C4125500017		19400	10-2620-430-000-30-010-000-000-0000	310133	45.00
<b>Vendor: 116578 - BONNER SPORTS &amp; RV</b>							
00051920	08/14/2020	C4125500018	21000134	72352	10-2620-610-000-00-070-000-000-0000	311758	165.99
00051920	08/14/2020	C4125500019	21000134	72127	10-2620-610-000-00-070-000-000-0000	311758	35.12
00051920	08/14/2020	C4125500020	21000134	72408	10-2620-610-000-00-000-000-000-0000	310939	81.33
00051920	08/14/2020	C4125500021	21000134	72128	10-2620-610-000-00-000-000-000-0000	310939	45.21
00051920	08/14/2020	C4125500022	21000134	72126	10-2620-610-000-30-010-000-000-0000	310135	132.28
00051920	08/14/2020	C4125500023	21000134	72444	10-2620-610-000-30-020-000-000-0000	310228	34.32
00051920	08/14/2020	C4125500024	21000134	72358	10-2620-610-000-30-020-000-000-0000	310228	22.19
00051920	08/14/2020	C4125500025	21000134	72125	10-2620-610-000-30-020-000-000-0000	310228	55.04
00051920	08/14/2020	C4125500026	21000134	71511	10-2620-610-000-10-040-000-000-0000	310424	109.72
00051920	08/14/2020	C4125500027	21000134	72124	10-2620-610-000-10-060-000-000-0000	310622	100.44
00051920	08/14/2020	C4125500028	21000134	72123	10-2620-610-000-10-030-000-000-0000	310319	16.95
00051920	08/14/2020	C4125500028	21000134	72123	10-2620-610-000-10-030-000-000-0000	310319	47.46
<b>Vendor: 121100 - BUTTORFFS HARDWARE</b>							
00051921	08/14/2020	L4125600001	21000011	00824	Remit # 1 Check Date: 08/25/2020	Check Amount:	680.06
00051922	08/14/2020	C4125500029		0962799	10-5800-610-000-00-000-000-000-SUSP	999999	24.72
<b>Vendor: 123360 - CASCADE SCHOOL SUPPLIES</b>							
00051923	08/18/2020	C4127000016		210	Remit # 1 Check Date: 08/25/2020	Check Amount:	24.72
00051923	08/18/2020	C4127100001		210	10-2620-610-000-30-010-000-000-0000	310135	296.00
<b>Vendor: 126750 - KAREN CLAPPER, MS CCC-SLP/L</b>							
00051924	08/14/2020	C4125400003		2000000055	Remit # 1 Check Date: 08/25/2020	Check Amount:	296.00
00051924	08/14/2020	C4125400004		2000000055	10-2140-330-000-00-000-000-000-0000	311708	1,725.00
00051925	08/14/2020	C4125500030	21000136	INV58729	10-2140-330-000-00-000-000-000-0000	311708	1,125.00 #
2,850.00							
<b>Vendor: 126770 - CLARION AREA SCHOOL DISTRICT</b>							
00051924	08/14/2020	C4125400003		2000000055	10-1442-561-000-30-000-000-000-0000	311583	346.80 #
00051924	08/14/2020	C4125400004		2000000055	10-1241-561-000-30-000-000-000-0000	311655S	346.80 #
00051925	08/14/2020	C4125500030	21000136	INV58729	10-2620-610-000-30-010-000-000-0000	310135	693.60
66.00							

# - Payable Transaction      \* Denotes Non-Negotiable Transaction      c - Credit Card Payment  
 p - Prenote                      d - Direct Deposit                      C - Credit Card Payment  
 08/19/2020 02:00:32 PM                      JERSEY SHORE AREA SCHOOL DIST                      Page 2

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
00051925	08/14/2020	C4125500031	21000136	INV58790	10-2620-610-000-30-010-000-000-0000	310135	435.00
00051925	08/14/2020	C4125500032	21000136	INV58791	10-2620-610-000-30-010-000-000-0000	310135	217.50
00051925	08/14/2020	C4125500033	21000136	INV58917	10-2620-610-000-00-000-000-000-0000	310939	2,736.00
00051925	08/14/2020	C4125500034	21000136	INV58916	10-2620-610-000-30-020-000-000-0000	310228	591.00
00051925	08/18/2020	C4127100004	20000138	INV58576	10-2620-610-000-30-020-000-000-0000	310228	-500.00 #
00051925	08/18/2020	C4127100005	20000138	INV58576	10-2620-610-000-30-010-000-000-0000	310135	-500.00 #
<b>Vendor: 127200 - CLARKSON CHEMICAL CO INC</b>							
00051926	08/18/2020	C4127000019		SERV7369987	Remit # 1 Check Date: 08/25/2020	Check Amount:	3,045.50
					10-2620-430-000-10-060-000-000-0000	310619	386.10
<b>Vendor: 127700 - CLEVELAND BROTHERS EQUIPMENT CO., INC.</b>							
00051927	08/19/2020	C4127600022		SEPTEMBER 2020	Remit # 1 Check Date: 08/25/2020	Check Amount:	386.10
00051927	08/19/2020	C4127600023		SEPTEMBER 2020	10-0462-213-000-00-000-000-000-0000	110462-213	1,156.67
					50-0462-213-000-00-000-000-000-0000	150462-213	16.10
<b>Vendor: 128250 - CM REGENT LLC</b>							
00051928	08/14/2020	C4125400005		EP96593337	Remit # 1 Check Date: 08/25/2020	Check Amount:	1,172.77
					10-1110-610-000-30-010-000-000-0000	310102	4,435.00 #
<b>Vendor: 128990 - THE COLLEGE BOARD</b>							
00051929	08/14/2020	L4125600002	21000073	2020-1990CN	Remit # 1 Check Date: 08/25/2020	Check Amount:	4,435.00
					10-2220-348-000-00-000-023-000-0000	311511	4,613.70
<b>Vendor: 129925 - FOCUS HOLDINGS</b>							
00051930	08/14/2020	L4125600003	21000166	660221	Remit # 2 Check Date: 08/25/2020	Check Amount:	4,613.70
<b>Vendor: 130675 - CONTINENTAL PRESS INC</b>							
00051931	08/14/2020	L4125600040	21000170	3452085691	Remit # 1 Check Date: 08/25/2020	Check Amount:	3,628.80
00051931	08/14/2020	L4125600041	21000105	3451453205	10-2540-610-000-00-000-000-000-0000	310897	111.27
					10-2540-610-000-00-000-000-000-0000	310897	143.18
<b>Vendor: 130830 - STAPLES</b>							
00051932	08/14/2020	C4125500036		31286	Remit # 2 Check Date: 08/25/2020	Check Amount:	254.45
00051932	08/14/2020	C4125500037		31332	10-2620-610-000-30-010-000-000-0000	310135	336.00
00051932	08/14/2020	C4125500038		31493	10-2620-610-000-30-010-000-000-0000	310135	609.03
00051932	08/14/2020	C4125500039		31492	10-2620-610-000-30-010-000-000-0000	310135	180.06
00051932	08/18/2020	C4127000021		31175	10-2620-610-000-30-010-000-000-0000	310135	532.96
					10-2620-610-000-30-010-000-000-0000	310135	391.15
<b>Vendor: 133550 - CREST/GOOD MFG. CO., INC.</b>							
00051933	08/14/2020	C4125500042		68907247	Remit # 1 Check Date: 08/25/2020	Check Amount:	2,049.20
00051933	08/14/2020	C4125500043		68907247	10-1110-442-000-10-030-000-000-0000	310302	77.08
00051933	08/14/2020	C4125500044		68907247	10-1110-442-000-10-060-000-000-0000	310602	77.08
00051933	08/14/2020	C4125500045		68907247	10-2540-442-000-00-000-000-000-0000	311024	154.16
00051933	08/14/2020	C4125500046		68907247	10-1110-442-000-10-040-000-000-0000	310402	231.23
00051933	08/14/2020	C4125500046		68907247	10-1110-442-000-30-020-000-000-0000	310242	231.23
00051933	08/14/2020	C4125500048		68907247	10-1110-442-000-30-010-000-000-0000	312110	231.22
<b>Vendor: 135828 - DE LAGE LANDEN FINANCIAL SERVICES,</b>							
					Remit # 1 Check Date: 08/25/2020	Check Amount:	1,002.00

# - Payable Transaction      \* Denotes Non-Negotiable Transaction      C - Credit Card Payment  
 P - Prenote                              d - Direct Deposit                              JERSEY SHORE AREA SCHOOL DIST      Page 3  
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# Fund Accounting Check Register

PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
<b>INC.</b>							
0051934	08/14/2020	C4125500041		CT48828	10-2620-610-000-10-030-000-000-0000	310319	139.95
0051934	08/14/2020	C4125500049		CT48530	10-2620-610-000-00-000-000-000-0000	310939	49.99
0051934	08/14/2020	C4125500050		CT48747	10-2620-610-000-00-000-000-000-0000	310939	20.03
0051934	08/14/2020	C4125500051		CT48610	10-2620-610-000-00-000-000-000-0000	310939	49.99
<b>Vendor: 141725 - THOMAS I DUNLAP LLC</b>							
0051935	08/14/2020	C4125500052		7538895	Remit # 1 Check Date: 08/25/2020	Check Amount: 259.96	
0051935	08/14/2020	C4125500053		7318962	10-2620-430-000-10-030-000-000-0000	310316	85.00
0051935	08/14/2020	C4125500054		7527057	10-2620-430-000-30-010-000-000-0000	310133	44.00
0051935	08/14/2020	C4125500054		7527057	10-2620-430-000-00-070-000-000-0000	311757	67.00
<b>Vendor: 141881 - J.C. EHRLICH CO., INC.</b>							
0051936	08/18/2020	C4127000022		1861	Remit # 1 Check Date: 08/25/2020	Check Amount: 196.00	
0051936	08/18/2020	C4127000022		1861	10-2620-610-000-00-000-000-000-0000	310939	1,527.00
<b>Vendor: 151225 - FLUORESCENT &amp; BALLAST RECYCLING COMPANY</b>							
0051937	08/14/2020	L4125600004	21000080	1399116	10-2250-348-000-10-030-023-000-0000	310385	2,153.88
0051937	08/14/2020	L4125600005	21000080	1399116	10-2250-348-000-10-040-023-000-0000	310496	2,153.88
0051937	08/14/2020	L4125600006	21000080	139916	10-2250-348-000-10-060-023-000-0000	310681	2,153.88
0051937	08/14/2020	L4125600007	21000080	139916	10-2250-348-000-30-010-023-000-0000	312163	2,153.88
0051937	08/14/2020	L4125600008	21000080	139916	10-2250-348-000-30-020-023-000-0000	312224	2,153.88
<b>Vendor: 151730 - FOLLETT SCHOOL SOLUTIONS, INC.</b>							
0051938	08/14/2020	C4125500035	21000138	S041352806.001	Remit # 1 Check Date: 08/25/2020	Check Amount: 10,769.40	
0051938	08/14/2020	C4125500087	21000138	S041204158.001	10-2620-610-000-10-040-000-000-0000	310424	213.36
0051938	08/14/2020	C4125500088	21000138	S041174228.001	10-2620-610-000-10-040-000-000-0000	310424	172.08
0051938	08/14/2020	C4125500089	21000138	S041176715.001	10-2620-610-000-10-040-000-000-0000	310939	42.06
0051938	08/14/2020	C4125500090	21000138	S041172600.001	10-2620-610-000-10-040-000-000-0000	310424	1,788.00
0051939	08/18/2020	C4127000015		38569	Remit # 2 Check Date: 08/25/2020	Check Amount: 2,346.80	
0051939	08/18/2020	C4127000015		38569	10-2620-610-000-30-020-000-000-0000	310228	619.32
<b>Vendor: 154025 - G I ELECTRIC</b>							
0051940	08/18/2020	L4126800001	21000081	70200807	Remit # 1 Check Date: 08/25/2020	Check Amount: 619.32	
0051940	08/18/2020	L4126800002	21000081	70200807	10-1110-650-000-10-030-023-000-0000	310388	1,303.80
0051940	08/18/2020	L4126800003	21000081	70200807	10-1110-650-000-10-040-023-000-0000	310480	3,259.50
0051940	08/18/2020	L4126800004	21000081	70200807	10-1110-650-000-10-060-023-000-0000	310665	1,303.80
0051940	08/18/2020	L4126800005	21000081	70200807	10-1110-650-000-30-010-023-000-0000	312124	3,911.40
0051940	08/18/2020	L4126800005	21000081	70200807	10-1110-650-000-30-020-023-000-0000	312216	3,259.50
<b>Vendor: 157900 - GOVCONNECTION, INC.</b>							
0051941	08/14/2020	C4125500055	21000139	9600510383	Remit # 1 Check Date: 08/25/2020	Check Amount: 13,038.00	
0051941	08/14/2020	C4125500055	21000139	9600510383	10-2620-610-000-30-010-000-000-0000	310135	7.45

\* Denotes Non-Negotiable Transaction  
 P - Prenote      d - Direct Deposit      c - Credit Card Payment  
 # - Payable Transaction      08/19/2020 02:00:32 PM      JERSEY SHORE AREA SCHOOL DIST      Page 4

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051941	08/19/2020	C4127600003	21000139	9616568342	10-2620-610-000-000-000-0000	310939	84.50
<b>Vendor: 158000 - GRAINGER</b>							
0051942	08/18/2020	C4127000005		T&L 900	Remit # 3 Check Date: 08/25/2020	Check Amount:	91.95
<b>Vendor: 160035 - TODD GUNN</b>							
0051943	08/14/2020	L4125600036	21000083	14746493	10-1110-348-000-30-010-023-000-0000	312122	893.00
0051943	08/14/2020	L4125600037	21000082	14746492	10-1110-348-000-30-020-023-000-0000	312214	893.00
<b>Vendor: 162219 - SCANTRON CORPORATION</b>							
0051944	08/14/2020	C4125500056		S2210919.001	Remit # 1 Check Date: 08/25/2020	Check Amount:	1,786.00
<b>Vendor: 171500 - INDUSTRIAL PIPING SYSTEMS INC</b>							
0051945	08/19/2020	C4127600005		XT000006588	10-2330-330-000-00-000-000-0000	311810	934.96
0051945	08/19/2020	C4127600007		XT000006446	10-2330-330-000-00-000-000-0000	311810	3,022.58
0051945	08/19/2020	C4127600008		MN0013843	10-2330-330-000-00-000-000-0000	311810	200.00
<b>Vendor: 171600 - INFOCON CORPORATION</b>							
0051946	08/19/2020	C4127600004		XT000006588	Remit # 1 Check Date: 08/25/2020	Check Amount:	4,157.54
0051946	08/19/2020	C4127600006		XT000006446	10-2330-532-000-00-000-000-0000	776.15	776.15
<b>Vendor: 171600 - INFOCON CORPORATION</b>							
0051947	08/14/2020	C4125400006		0820-135	Remit # 3 Check Date: 08/25/2020	Check Amount:	3,504.61
<b>Vendor: 171725 - INSTITUTIONAL SPECIALTIES, INC.</b>							
0051948	08/14/2020	L4125600010	21000088	189963	10-2220-348-000-00-000-023-000-0000	311511	21,745.41
0051948	08/14/2020	L4125600011	21000087	189937	10-2620-531-000-00-070-000-000-0000	311756	3,410.00
<b>Vendor: 172450 - INTEGRA BUSINESS CENTER</b>							
0051949	08/18/2020	L4126800011	21000089	S378660	Remit # 1 Check Date: 08/25/2020	Check Amount:	25,155.41
0051949	08/18/2020	L4126800012	21000089	S378660	10-1110-348-000-10-030-023-000-0000	310386	4,275.00
0051949	08/18/2020	L4126800013	21000089	S378660	10-1110-348-000-10-040-023-000-0000	310484	9,912.00
0051949	08/18/2020	L4126800014	21000089	S378660	10-1110-348-000-10-060-023-000-0000	310663	4,275.00
0051949	08/18/2020	L4126800015	21000089	S378660	10-1110-348-000-30-010-023-000-0000	312122	9,300.00
<b>Vendor: 173335 - IXL LEARNING</b>							
0051950	08/14/2020	C4125500057		72020120	Check Date: 08/25/2020	Check Amount:	37,674.00
<b>Vendor: 177151 - KADES-MARGOLIS CORPORATION</b>							
0051951	08/14/2020	C4125500040		229	Remit # 2 Check Date: 08/25/2020	Check Amount:	40.00
<b>Vendor: 179325 - DWIGHT A. DAUBERMAN</b>							
0051952	08/14/2020	L4125600012	21000029	25265.01	10-5800-610-000-00-000-000-0000-SUSP	999999	800.00
0051952	08/14/2020	L4125600013	21000043	25266.01	10-5800-610-000-00-000-000-0000-SUSP	999999	26.34
0051952	08/14/2020	L4125600014	21000123	35155.00	10-5800-610-000-00-000-000-0000-SUSP	999999	187.83
							97.30

\* Denotes Non-Negotiable Transaction  
P - Prenote      d - Direct Deposit      c - Credit Card Payment  
# - Payable Transaction      08/19/2020 02:00:33 PM      JERSEY SHORE AREA SCHOOL DIST      Page 5

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051952	08/14/2020	L4125600015	21000120	35446.00	10-5800-610-000-00-000-000-SUSP	9999999	92.30
<b>Vendor: 181801 - KURTZ BROTHERS</b>							
0051953	08/14/2020	C4125500058		DRILL DESIGN	Remit # 1 Check Date: 08/25/2020	Check Amount:	403.77
<b>Vendor: 183130 - CHRISTOPHER LAHR</b>							
0051954	08/18/2020	C4127000024		83105140	10-2620-610-000-10-030-000-000-0000	310319	1,500.00
<b>Vendor: 184725 - LEZZER LUMBER CO</b>							
0051955	08/14/2020	C4125500059		83100060	Remit # 1 Check Date: 08/25/2020	Check Amount:	63.84
<b>Vendor: 184725 - LEZZER LUMBER CO</b>							
0051956	08/14/2020	L4125600016	21000117	98292965 RI	Remit # 2 Check Date: 08/25/2020	Check Amount:	33.00
0051956	08/14/2020	L4125600017	21000006	98292966 RI	10-5800-610-000-00-000-000-SUSP	9999999	1,136.25
0051956	08/19/2020	L4127700001	21000006	98301397 RI	10-5800-610-000-00-000-000-SUSP	9999999	3,976.70
<b>Vendor: 185621 - LINDENMEYR MUNRO</b>							
0051957	08/14/2020	C4125500060		932295-FHADEV	Remit # 1 Check Date: 08/25/2020	Check Amount:	5,546.75
0051957	08/14/2020	C4125500061		932871-FHJFQD	10-2620-610-000-10-030-000-000-0000	310319	111.10
<b>Vendor: 187420 - LOWE'S</b>							
0051958	08/14/2020	C4125500064	21000142	71823482	Remit # 2 Check Date: 08/25/2020	Check Amount:	236.52
<b>Vendor: 189325 - MSC INDUSTRIAL SUPPLY CO.</b>							
0051959	08/14/2020	L4125600018	21000146	IN0724624	Remit # 1 Check Date: 08/25/2020	Check Amount:	347.62
<b>Vendor: 189500 - WILLIAM V MACGILL &amp; CO</b>							
0051960	08/18/2020	C4127000017		13379672	10-2620-610-000-00-000-000-0000	310939	229.31
<b>Vendor: 191493 - MARSHALL, DENNEHEY, WARNER, COLEMAN &amp; GOGGIN</b>							
0051961	08/14/2020	C4125500062	21000141	2243714	Remit # 1 Check Date: 08/25/2020	Check Amount:	229.31
<b>Vendor: 194200 - MEIER SUPPLY CO., INC</b>							
0051962	08/19/2020	L4127500001	21000095	196330	10-2490-610-000-30-020-000-000-0000	360405	330.66
0051962	08/19/2020	L4127500002	21000095	196330	Remit # 1 Check Date: 08/25/2020	Check Amount:	330.66
0051962	08/19/2020	L4127500003	21000095	196330	10-2350-330-000-00-000-000-0000	310835	1,046.55
0051962	08/19/2020	L4127500004	21000095	196330	Remit # 1 Check Date: 08/25/2020	Check Amount:	1,046.55
<b>Vendor: 197750 - MobyMax</b>							
0051963	08/14/2020	C4125500063		PSV1565502	10-2620-610-000-10-040-000-000-0000	310424	551.78
<b>Vendor: 197985 - MODERN GROUP LTD.</b>							
0051964	08/14/2020	C4125500080	21000171	022134	Remit # 1 Check Date: 08/25/2020	Check Amount:	551.78
0051964	08/14/2020	C4125500081	21000171	022146	10-1110-348-000-10-030-023-000-0000	310386	1,150.10
0051964	08/14/2020	C4125500082	21000171	021408	10-1110-348-000-10-040-023-000-0000	310484	2,376.90
0051964	08/14/2020	C4125500082	21000171	021408	10-1110-348-000-10-060-023-000-0000	310663	1,150.10
<b>Vendor: 197750 - MobyMax</b>							
0051963	08/14/2020	C4125500063		PSV1565502	10-1110-348-000-30-020-023-000-0000	312214	2,376.90
<b>Vendor: 197985 - MODERN GROUP LTD.</b>							
0051964	08/14/2020	C4125500080	21000171	022134	Remit # 2 Check Date: 08/25/2020	Check Amount:	7,054.00
0051964	08/14/2020	C4125500081	21000171	022146	10-2620-610-000-00-000-000-0000	310939	332.00
0051964	08/14/2020	C4125500082	21000171	021408	10-2620-610-000-10-030-000-000-0000	310319	160.26
0051964	08/14/2020	C4125500082	21000171	021408	10-2620-610-000-00-000-000-0000	310939	121.81
0051964	08/14/2020	C4125500082	21000171	021408	10-2620-610-000-00-000-000-0000	310939	17.91

\* 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 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
<b>Vendor: 214465 - PRIMEX WIRELESS</b>							
0051977	08/19/2020	C4127600009		SEPTEMBER 2020	10-0462-215-000-00-000-000-0000	110462-215	244.84
0051977	08/19/2020	C4127600010		SEPTEMBER 2020	10-0480-215-000-00-000-000-0000-CPAY	110480V	522.64
<b>Vendor: 215990 - PSEA HEALTH AND WELFARE FUND</b>							
0051978	08/18/2020	C4127000014		54021	10-1233-322-000-30-000-000-0000	340724	463.50
<b>Vendor: 216350 - PYRAMID HEALTHCARE, INC.</b>							
0051979	08/14/2020	L4125600030	21000017	S1414037.003	10-5800-610-000-00-000-000-SUSP	9999999	986.14
0051979	08/14/2020	L4125600031	21000035	S1414377.002	10-5800-610-000-00-000-000-SUSP	9999999	2,850.00
0051979	08/14/2020	L4125600032	21000048	S1414376.001	10-5800-610-000-00-000-000-SUSP	9999999	867.00
<b>Vendor: 216376 - PYRAMID SCHOOL PRODUCTS</b>							
0051980	08/14/2020	L4125600033	21000060	2753258	10-1110-610-411-10-110-021-000-0000	343980-21	70.20
0051980	08/14/2020	L4125600034	21000060	2753269	10-1110-610-411-10-110-021-000-0000	343980-21	66.48
0051980	08/14/2020	L4125600035	21000064	2788456	10-1110-610-411-10-110-021-000-0000	343980-21	115.00
<b>Vendor: 218720 - RESOURCES FOR EDUCATORS</b>							
0051981	08/18/2020	L4126800006	21000160	3801619-00	10-3250-610-000-00-000-000-0000	329044	853.00
<b>Vendor: 224500 - SCHOOL HEALTH CORPORATION</b>							
0051982	08/14/2020	L4125600038	21000177	079432-IN	10-1211-610-000-30-010-000-000-0000	360502	160.03
<b>Vendor: 224950 - SCHOOL NURSE SUPPLY INC</b>							
0051983	08/14/2020	L4125600039	21000031	308103566004	10-5800-610-000-00-000-000-SUSP	9999999	367.95
<b>Vendor: 225101 - SCHOOL SPECIALTY</b>							
0051984	08/19/2020	L4127500006	21000163	308103582814	10-1110-610-000-30-010-000-000-0000	310102	367.95
<b>Vendor: 225102 - SCHOOL SPECIALTY</b>							
0051985	08/14/2020	C4125500073		CONFERENCE REIMB	10-2271-580-000-10-040-000-000-0000	313734C	23.66
<b>Vendor: 232200 - BETH SPOTTS</b>							
0051986	08/14/2020	C4125500074		PA0454082	10-1500-610-986-00-000-000-0000		23.66
0051986	08/14/2020	C4125500075		02012	10-1500-610-986-00-000-000-0000		23.66
0051986	08/14/2020	C4125500076		1514312	10-1500-610-986-00-000-000-0000		136.26
0051986	08/14/2020	C4125500077		1513812	10-1500-610-986-00-000-000-0000		136.26
0051986	08/14/2020	C4125500078		574-6776	10-1500-610-986-00-000-000-0000		20.00
<b>Vendor: 232550 - ST JOHN NEUMANN REGIONAL ACADEMY</b>							
0051987	08/18/2020	C4127100002		19-20 RECONCILE	10-1110-562-000-00-000-000-0000	312839	20.00
0051987	08/18/2020	C4127100003		19-20 RECONCILE	10-1290-562-000-00-000-000-0000	343945	20.00
<b>Vendor: 234835 - SUGAR VALLEY RURAL CHARTER SCHOOL</b>							
0051988	08/14/2020	C4125500079		649818	10-2832-549-000-00-000-000-0000	310956	20.00

\* Denotes Non-Negotiable Transaction  
 P - Prenote      d - Direct Deposit      c - Credit Card Payment  
 # - Payable Transaction      JERSEY SHORE AREA SCHOOL DIST      Page 8  
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# Fund Accounting Check Register

fackrgc

PLGIT GENERAL FUND - From 08/25/2020 To 08/25/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
<b>Vendor:</b>	<b>235050</b>	<b>- SUN-GAZETTE COMPANY</b>			<b>Remit # 2</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051989	08/14/2020	L4125600042	21000176	R2318430	10-12111-610-000-30-010-000-000-0000	360502	587.54
							74.01
<b>Vendor:</b>	<b>235972</b>	<b>- THAT FISH PLACE - THAT PET PLACE</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051990	08/14/2020	C4125500001	21000246	104085	10-01711-000-000-00-000-000-000-0000	110171	74.01
							1,407.75
<b>Vendor:</b>	<b>236699</b>	<b>- T.I.C. FUELS INC.</b>				<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051991	08/19/2020	L4127700003	21000173	6975	10-26660-610-000-00-000-000-000-0000	340692	1,407.75
							41.65
00051991	08/19/2020	L4127700004	21000173	6975	10-26660-610-360-00-000-000-000-0000		15,000.00
<b>Vendor:</b>	<b>236734</b>	<b>- TAYLOR BROTHERS DOOR LOCK, LLC</b>				<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051992	08/14/2020	L4126400001	21000183	122728971	10-11110-640-000-30-010-000-000-0000	310103	15,041.65
							127.99
<b>Vendor:</b>	<b>237180</b>	<b>- TEACHER SYNERGY, LLC</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051993	08/14/2020	C4125400007		202010	10-2620-430-000-10-060-000-000-0000	310619	127.99
							123.18 #
00051993	08/14/2020	C4125500002		202010	10-2620-430-000-10-060-000-000-0000	310619	123.18
<b>Vendor:</b>	<b>239665</b>	<b>- TIADAGHTON VALLEY MUNICIPAL AUTHORITY</b>				<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051994	08/18/2020	L4126800010	21000198	INV254549	10-2540-610-000-00-000-000-000-0000	310897	246.36
							374.52
<b>Vendor:</b>	<b>240175</b>	<b>- TOPP COPY PRODUCTS</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051995	08/14/2020	C4125400008	20000741	SN415003	10-2620-430-000-10-030-000-000-0000	310316	374.52
							1,825.00 #
00051995	08/14/2020	C4125400009	20000736	SM415295	10-2620-610-000-10-030-000-000-0000	310319	1,735.27 #
<b>Vendor:</b>	<b>240721</b>	<b>- TRISTATE HVAC EQUIPMENT LLP</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051996	08/14/2020	C4125500084		27334	10-2620-424-000-00-070-000-000-0000	311911	3,560.27
							58.00
<b>Vendor:</b>	<b>241300</b>	<b>- TULPEHOCKEN WATER</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051997	08/14/2020	L4125600043	21000007	856-40604191	10-5800-610-000-00-000-000-000-SUSP	999999	58.00
							21,285.60
<b>Vendor:</b>	<b>242200</b>	<b>- VERITIV OPERATING COMPANY</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051998	08/14/2020	C4125500085		POSTAGE	10-2540-532-000-00-000-000-000-0000	340721	21,285.60
							2,000.00
<b>Vendor:</b>	<b>242305</b>	<b>- U S POSTAL SERVICE</b>			<b>Remit # 4</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00051999	08/14/2020	C4125500091		920901	10-2620-610-000-10-060-000-000-0000	310622	2,000.00
							2,000.00
00051999	08/14/2020	C4125500092		920842	10-2620-610-000-10-040-000-000-0000	310424	84.00
							120.00
00051999	08/14/2020	C4125500093		920822	10-2620-610-000-10-030-000-000-0000	310319	120.00
							120.00
00051999	08/14/2020	C4125500094		920593	10-2620-610-000-10-030-000-000-0000	310319	120.00
							120.00
00051999	08/14/2020	C4125500095		920607	10-2620-610-000-10-040-000-000-0000	310424	120.00
							240.00
00051999	08/18/2020	C4127000023		196126	10-2620-610-000-10-030-000-000-0000	310319	240.00
<b>Vendor:</b>	<b>246690</b>	<b>- WAYNE TOWNSHIP LANDFILL</b>			<b>Remit # 1</b>	<b>Check Date: 08/25/2020</b>	<b>Check Amount:</b>
00052000	08/14/2020	C4125500097		JERSHOSCH2007	10-2620-610-000-00-000-000-000-0000	310939	804.00
							85.00
00052000	08/14/2020	C4125500098		JERSHOSCH2007	10-2620-610-000-30-010-000-000-0000	310135	76.50
							323.00
00052000	08/14/2020	C4125500099		JERSHOSCH2007	10-1380-610-000-30-010-025-000-0000	312978	

\* Denotes Non-Negotiable Transaction

# Fund Accounting Check Register

PLGIT GENERAL FUND - FROM 08/25/2020 TO 08/25/2020

factrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: 247500 - WELD TEC SERVICE &amp; SALES</b>							
0052001	08/14/2020	C4125500086			CONFERENCE REIMB 10-3210-580-000-30-010-000-000-0000	310140	484.50
<b>Vendor: 248485 - CHARLOTTE-ANNE WHITE</b>							
0052002	08/19/2020	C4127600016		AUGUST 2020	10-2720-513-000-000-000-000-0000	310954	50.00
0052002	08/19/2020	C4127600017		AUGUST 2020	10-2750-513-000-000-000-000-0000	311192	87,939.43
0052002	08/19/2020	C4127600018		AUGUST 2020	10-0153-000-000-000-000-000-WNDK 110153W		9,512.79
0052002	08/19/2020	C4127600021		805	10-1290-513-000-10-000-000-000-EXSY 310712		-111.30
0052002	08/19/2020	C4127900001		805	10-1290-513-000-10-000-000-000-EXSY 310712		2,581.92
<b>Vendor: 250840 - WINDECKER ENTERPRISES, INC.</b>							
0052003	08/19/2020	C4127600012		RT00314290	Remit # 1 10-1110-756-000-30-020-023-000-0000	312217	1,643.04 #
<b>Vendor: 251350 - TCF NATIONAL BANK</b>							
0052004	08/19/2020	C4127600013	21000145		Remit # 2 10-2620-610-000-10-060-000-000-0000	310622	101,565.88
0052004	08/19/2020	C4127600014	21000145		10-2620-610-000-10-040-000-000-0000	310424	15,762.00
<b>Vendor: 252300 - WOOL'S HARDWARE</b>							
0052005	08/18/2020	C4127000013		010923138	10-2120-442-000-30-010-000-000-0000	310766	15,762.00
<b>Vendor: 253200 - XEROX CORPORATION</b>							
0052006	08/14/2020	C4125500096		2189704	Remit # 1 10-1110-442-000-30-010-000-000-0000	312110	179.71
0052006	08/18/2020	C4127000006		2210074	10-2540-442-000-00-000-000-000-0000	311024	179.71
0052006	08/18/2020	C4127000007		2210074	10-1110-442-000-30-010-000-000-0000	312110	395.00
0052006	08/18/2020	C4127000008		2210074	10-1110-442-000-30-020-000-000-0000	310242	601.06
0052006	08/18/2020	C4127000009		2210074	10-1110-442-000-10-040-000-000-0000	310402	901.59
0052006	08/18/2020	C4127000010		2210074	10-1110-442-000-10-030-000-000-0000	310302	901.58
0052006	08/18/2020	C4127000011		2210074	10-1110-442-000-10-060-000-000-0000	310602	300.52
0052006	08/19/2020	C4127600015		2232156	10-1110-442-000-30-010-000-000-0000	312110	300.52
<b>Vendor: 253210 - XEROX FINANCIAL SERVICES</b>							
						Check Date: 08/25/2020	Check Amount: 4,696.85
10-GENERAL FUND							750,444.10
50-FOOD SERVICE FUND							16.10
Grand Total Manual Checks :							0.00
Grand Total Regular Checks :							750,460.20
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							750,460.20

# - Payable Transaction      \* Denotes Non-Negotiable Transaction      c - Credit Card Payment  
 08/19/2020 02:00:33 PM      p - Prenote      d - Direct Deposit      JERSEY SHORE AREA SCHOOL DIST      Page 10

# Fund Accounting Check Register

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PLGIT GENERAL FUND - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051784	07/07/2020	C4111000003		708547501000	10-2620-424-000-10-030-000-000-0000	310315	393.63 #
0051784	07/07/2020	C4111000004		708547500000	10-2620-424-000-10-030-000-000-0000	310315	346.20 #
<b>Vendor: 106480 - APPALACHIAN UTILITIES INC</b>							
0051785	07/07/2020	C4111000005		073700	Remit # 1 Check Date: 07/07/2020	Check Amount:	739.83
0051785	07/07/2020	C4111000006		073700	10-2620-411-000-10-030-000-000-0000	310311	54.86 #
0051785	07/07/2020	C4111000007		073700	10-2620-411-000-10-040-000-000-0000	310417	136.19 #
0051785	07/07/2020	C4111000008		073700	10-2620-411-000-10-060-000-000-0000	310638	23.31 #
0051785	07/07/2020	C4111000009		073700	10-2620-411-000-30-020-000-000-0000	310223	80.62 #
0051785	07/07/2020	C4111000010		073700	10-2620-411-000-30-010-000-000-0000	310129	100.78 #
0051785	07/07/2020	C4111000011		073700	10-2620-411-000-00-070-000-000-0000	311303	146.16 #
<b>Vendor: 161775 - FRED HAMM INC</b>							
0051786	07/07/2020	C4111000019		71512837	Check Date: 07/07/2020	Check Amount:	541.92
0051786	07/07/2020	C4111000020		71512837	10-2620-531-000-00-070-000-000-0000	311756	288.08 #
0051786	07/07/2020	C4111000021		71512837	10-2620-531-000-30-010-000-000-0000	310134	240.08 #
0051786	07/07/2020	C4111000022		71512837	10-2620-531-000-30-010-000-000-0000	310134	192.06 #
0051786	07/07/2020	C4111000023		71512837	10-2620-531-000-10-040-000-000-0000	310422	144.05 #
0051786	07/07/2020	C4111000024		71512837	10-2620-531-000-10-060-000-000-0000	310620	48.02 #
0051786	07/07/2020	C4111000040		91500277382006	10-2620-531-000-10-030-000-000-0000	310317	48.02 #
0051786	07/07/2020	C4111000041		91500277382006	10-2620-531-000-00-070-000-000-0000	311756	159.98 #
0051786	07/07/2020	C4111000042		91500277382006	10-2620-531-000-30-010-000-000-0000	310134	3.49 #
0051786	07/07/2020	C4111000043		91500277382006	10-2620-531-000-30-020-000-000-0000	310227	4.37 #
0051786	07/07/2020	C4111000043		91500277382006	10-2620-531-000-10-040-000-000-0000	310422	2.57 #
<b>Vendor: 189200 - VERIZON BUSINESS SERVICES</b>							
0051787	07/07/2020	C4111000011		570753-8179	Remit # 1 Check Date: 07/07/2020	Check Amount:	1,130.72
0051787	07/07/2020	C4111000012		UNIFORMS	10-2620-531-000-10-030-000-000-0000	310317	34.85 #
<b>Vendor: 193200 - MCI COMM SERVICE</b>							
0051788	07/07/2020	C4111000002		UNIFORMS	Check Date: 07/07/2020	Check Amount:	34.85
0051788	07/07/2020	C4111000002		UNIFORMS	10-2620-610-000-00-000-000-000-0000	310939	108.00 #
<b>Vendor: 207830 - JUDY PACKER</b>							
0051789	07/07/2020	C4111000012		39560-57009	Check Date: 07/07/2020	Check Amount:	108.00
0051789	07/07/2020	C4111000013		76757-04003	10-2620-422-000-10-060-000-000-0000	310616	1,233.56 #
0051789	07/07/2020	C4111000014		39160-57007	10-2620-422-000-10-060-000-000-0000	310616	29.01 #
0051789	07/07/2020	C4111000015		38150-58008	10-2620-422-000-10-060-000-000-0000	310616	186.42 #
0051789	07/07/2020	C4111000016		36950-58017	10-2620-422-000-30-010-000-000-0000	310131	1,891.40 #
0051789	07/07/2020	C4111000017		05120-58007	10-2620-422-000-30-010-000-000-0000	310131	28.34 #
0051789	07/07/2020	C4111000017		05120-58007	10-2620-422-000-10-030-000-000-0000	310313	449.74 #
<b>Vendor: 210800 - PPL ELECTRIC UTILITIES</b>							
0051790	07/07/2020	C4111000018		969087591	Remit # 2 Check Date: 07/07/2020	Check Amount:	3,818.47
0051790	07/07/2020	C4111000018		969087591	10-2620-531-000-00-070-000-000-0000	311756	180.85 #
<b>Vendor: 239905 - T-MOBILE</b>							
0051790	07/07/2020	C4111000018		969087591	Check Date: 07/07/2020	Check Amount:	180.85

# - Payable Transaction      P - Prenote      \* Denotes Non-Negotiable Transaction      C - Credit Card Payment

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# Fund Accounting Check Register

factrgc

PLGIT GENERAL FUND - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051791	07/07/2020	C4111000025		411006713647	10-2620-621-000-10-030-000-000-0000	310375	449.75 #
0051791	07/07/2020	C4111000026		411006774250	10-2620-621-000-10-060-000-000-0000	310657	691.98 #
0051791	07/07/2020	C4111000027		411006774003	10-2620-621-000-00-070-000-000-0000	310962	451.19 #
0051791	07/07/2020	C4111000028		411006713795	10-2620-621-000-30-010-000-000-0000	312158	1,092.96 #
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
0051792	07/07/2020	C4111200001		570398-0365	10-2620-531-000-00-070-000-000-0000	311756	2,685.88
0051792	07/07/2020	C4111200002		570398-5560	10-2620-531-000-00-070-000-000-0000	311756	35.92
0051792	07/07/2020	C4111200003		570398-5560	10-2620-531-000-30-010-000-000-0000	310134	687.21
0051792	07/07/2020	C4111200004		570398-5560	10-2620-531-000-30-020-000-000-0000	310227	572.68
0051792	07/07/2020	C4111200005		570398-5560	10-2620-531-000-10-040-000-000-0000	310422	458.14
0051792	07/07/2020	C4111200006		570398-5560	10-2620-531-000-10-060-000-000-0000	310620	343.61
0051792	07/07/2020	C4111200007		570398-5560	10-2620-531-000-10-030-000-000-0000	310317	114.54
0051792	07/07/2020	C4111000029		570398-5058	10-2620-531-000-00-070-000-000-0000	311756	114.54
<b>Vendor: 243970 - VERIZON</b>							
0051793	07/07/2020	C4111000030		9857490090	10-2620-531-000-00-070-000-000-0000	311756	823.43 #
0051793	07/07/2020	C4111000031		9857490090	10-2620-531-000-30-010-000-000-0000	310134	3,150.07
0051793	07/07/2020	C4111000032		9857490090	10-2620-531-000-30-020-000-000-0000	310227	1,394.87 #
0051793	07/07/2020	C4111000033		9857490090	10-2620-531-000-10-040-000-000-0000	310422	300.58 #
0051793	07/07/2020	C4111000034		9857490090	10-2620-531-000-10-060-000-000-0000	310620	383.97 #
0051793	07/07/2020	C4111000035		9857490090	10-2620-531-000-10-030-000-000-0000	310317	340.59 #
0051793	07/07/2020	C4111000036		9857490090	10-3250-531-009-00-000-000-000-0000	329137	102.72 #
0051793	07/07/2020	C4111000037		9857490090	10-2130-531-000-00-000-000-000-0000	311264	157.85 #
0051793	07/07/2020	C4111000038		9857490090	10-1290-531-000-00-000-000-000-0000	340061	203.30 #
0051793	07/07/2020	C4111000039		9857490090	10-2220-650-431-00-000-020-000-0000	340696-20	95.15 #
<b>Vendor: 243975 - VERIZON WIRELESS</b>							
0051794	07/08/2020	C4112500001		9857490090	10-2620-531-000-00-070-000-000-0000	311756	55.14 #
0051794	07/08/2020	C4112500002		9857490090	10-2620-531-000-30-010-000-000-0000	310134	400.10 #
0051794	07/08/2020	C4112500003		9857490090	10-2620-531-000-30-020-000-000-0000	310227	3,434.27
0051794	07/08/2020	C4112500004		9857490090	10-2620-531-000-10-040-000-000-0000	310422	1,343.25 #
0051794	07/08/2020	C4112500005		9857490090	10-2620-531-000-10-060-000-000-0000	310620	300.58 #
0051794	07/08/2020	C4112500006		9857490090	10-2620-531-000-10-030-000-000-0000	310317	383.97 #
0051794	07/08/2020	C4112500007		9857490090	10-3250-531-009-00-000-000-000-0000	329137	340.59 #
0051794	07/08/2020	C4112500008		9857490090	10-2130-531-000-00-000-000-000-0000	311264	102.72 #
0051794	07/08/2020	C4112500009		9857490090	10-1290-531-000-00-000-000-000-0000	340061	157.85 #

# - Payable Transaction      d - Direct Deposit      c - Credit Card Payment  
 08/05/2020 12:39:19 PM      JERSEY SHORE AREA SCHOOL DIST      Page 2

\* Denotes Non-Negotiable Transaction

# Fund Accounting Check Register

PLGIT GENERAL FUND - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0051794	07/08/2020	C4112500010		9857490090	10-2220-650-431-00-000-020-000-0000	340696-20	400.10 #
<b>Vendor: 243975 - VERIZON WIRELESS</b>							
0051895	07/28/2020	L4116400001	21000113	673493766475	10-2590-610-000-00-000-000-0000-0000	310914	3,382.65
0051895	07/28/2020	L4116400002	21000130	599447437655	10-1110-640-000-30-020-000-000-0000	310204	52.45
0051895	07/28/2020	L4116400003	21000168	788766449578	10-2360-610-000-00-000-000-0000-0000	310846	6.99
0051895	07/28/2020	L4116400004	21000172	597735893543	50-3100-610-000-00-000-000-0000-0000	350015	94.99
0051895	07/28/2020	L4116400005	21000130	699578366678	10-1110-640-000-30-020-000-000-0000	310204	69.71
0051895	07/28/2020	L4116400006	21000130	435958397475	10-1110-640-000-30-020-000-000-0000	310204	74.85
0051895	07/28/2020	C4116600001		P934200J401SY2K	10-2620-610-000-00-000-000-0000-0000	310939	286.59
0051895	07/28/2020	C4116600002	20000733	679555659979	10-2120-610-431-00-000-020-000-0000	343784-20	-20.98 #
0051895	07/28/2020	C4116600003	20000733	679555659979	10-1110-610-000-10-040-000-000-0000	310405	1,317.63 #
<b>Vendor: 104200 - SYNCHRONY BANK/AMAZON</b>							
0051896	07/28/2020	C4116600004		0544	10-1225-610-000-30-020-000-000-0000	310295SP	22.48 #
0051896	07/28/2020	C4116600005		7229	10-2220-438-000-00-000-023-000-0000	311078	1,904.71
0051896	07/28/2020	C4116600006		3123	10-1225-610-000-30-020-000-000-0000	310295SP	3.99 #
0051896	07/28/2020	C4116600007		0898	10-2620-610-000-00-000-000-0000-0000	310939	1,887.99 #
0051896	07/28/2020	C4116600008		2304	10-2220-348-000-00-000-023-000-0000	311511	4.99 #
0051896	07/28/2020	C4116600009		4256	10-2620-610-000-00-000-000-0000-0000	310939	36.78 #
0051896	07/28/2020	C4116600010		5437	10-2511-810-000-00-000-000-000-0000	360354	39.00
0051896	07/28/2020	C4116600011		2316	10-2620-610-000-10-060-000-000-0000	310622	124.61
<b>Vendor: 244275 - CARDMEMBER SERVICES</b>							
0051897	07/30/2020	C4117800002		01171729	Remit # 1 Check Date: 07/29/2020	Check Amount:	250.00
0051897	07/30/2020	C4117800002		01171729	10-2190-610-190-30-020-000-000-0000	343916	125.20
<b>Vendor: 115100 - LINGLE'S</b>							
0051898	07/30/2020	C4117800003		ED 679	Remit # 1 Check Date: 07/30/2020	Check Amount:	2,472.56
0051898	07/30/2020	C4117800004		ED 685	10-2270-240-000-00-000-000-0000-0000	310811	293.02 #
<b>Vendor: 121010 - EMILY HUBERT</b>							
0051899	07/30/2020	C4117800006		4080692.00	Check Date: 07/30/2020	Check Amount:	293.02
0051899	07/30/2020	C4117800007		0804809.00	10-2620-424-000-00-070-000-000-0000	311911	1,548.00 #
0051899	07/30/2020	C4117800008		9081311.00	10-2620-424-000-00-070-000-000-0000	311911	1,548.00 #
0051899	07/30/2020	C4117800009		6000956.00	10-2620-424-000-30-010-000-000-0000	310132	3,096.00
0051899	07/30/2020	C4117800010		0804010.00	10-2620-424-000-00-070-000-000-0000	311911	204.51
0051899	07/30/2020	C4117800011		6000957.00	10-2620-424-000-00-070-000-000-0000	311911	218.25
0051899	07/30/2020	C4117800012		6580703.00	10-2620-424-000-30-010-000-000-0000	310132	317.28
0051899	07/30/2020	C4117800013		0802840.00	10-2620-424-000-00-070-000-000-0000	310132	80.93
0051899	07/30/2020	C4117800013		0802840.00	10-2620-424-000-30-010-000-000-0000	310132	218.25
0051899	07/30/2020	C4117800013		0802840.00	10-2620-424-000-30-010-000-000-0000	310132	77.14
0051899	07/30/2020	C4117800013		0802840.00	10-2620-424-000-30-010-000-000-0000	310132	1,337.53
0051899	07/30/2020	C4117800013		0802840.00	10-2620-424-000-30-010-000-000-0000	310132	71.44

\* Denotes Non-Negotiable Transaction  
P - Prenote      d - Direct Deposit      c - Credit Card Payment  
# - Payable Transaction      08/05/2020 12:39:19 PM      JERSEY SHORE AREA SCHOOL DIST      Page 3

# Fund Accounting Check Register

PLGIT GENERAL FUND - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
0051899	07/30/2020	C4117800014		6580337.00	10-2620-424-000-30-010-000-000-0000	310132	258.55
0051899	07/30/2020	C4117800015		2000997.00	10-2620-424-000-30-010-000-000-0000	310132	80.93
0051899	07/30/2020	C4117800016		6000965.00	10-2620-424-000-30-020-000-000-0000	310225	1,302.15
0051899	07/30/2020	C4117800017		6000980.00	10-2620-424-000-10-040-000-000-0000	310420	440.70
0051899	07/30/2020	C4117800018		6000990.00	10-2620-424-000-10-040-000-000-0000	310420	565.62
0051899	07/30/2020	C4117800019		9500960.00	10-2620-424-000-10-060-000-000-0000	310618	295.84
0051899	07/30/2020	C4117800020		9501020.00	10-2620-424-000-10-060-000-000-0000	310618	578.07
0051899	07/30/2020	C4117800021		0804006.00	10-2620-424-000-10-060-000-000-0000	310618	71.44

Vendor: 175800 - JERSEY SHORE AREA JOINT WATER      Remit # 1      Check Date: 07/30/2020      Check Amount: 6,118.63

AUTHORITY

0051900 07/30/2020 C4117800005      13705      10-2620-610-000-30-010-000-000-0000      310135      81.85 #

Vendor: 180630 - KLINEY'S HOME FURNISHINGS      Check Date: 07/30/2020      Check Amount: 81.85

10-GENERAL FUND      33,104.57  
 50-FOOD SERVICE FUND      69.71

Grand Total Manual Checks :      0.00  
 Grand Total Regular Checks :      33,174.28  
 Grand Total Direct Deposits:      0.00  
 Grand Total Credit Card Payments:      0.00  
 Grand Total All Checks :      33,174.28

# Fund Accounting Check Register

PLGIT GENERAL FUND - FROM 07/01/2020 TO 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
0051793	07/08/2020	M4112400001		9857490090	10-2620-531-000-00-070-000-000-0000	311756	-1,394.87
0051793	07/08/2020	M4112400002		9857490090	10-2620-531-000-30-010-000-000-0000	310134	-300.58
0051793	07/08/2020	M4112400003		9857490090	10-2620-531-000-30-020-000-000-0000	310227	-383.97
0051793	07/08/2020	M4112400004		9857490090	10-2620-531-000-10-040-000-000-0000	310422	-340.59
0051793	07/08/2020	M4112400005		9857490090	10-2620-531-000-10-060-000-000-0000	310620	-102.72
0051793	07/08/2020	M4112400006		9857490090	10-2620-531-000-10-030-000-000-0000	310317	-157.85
0051793	07/08/2020	M4112400007		9857490090	10-3250-531-009-00-000-000-000-0000	329137	-203.30
0051793	07/08/2020	M4112400008		9857490090	10-2130-531-000-00-000-000-000-0000	311264	-95.15
0051793	07/08/2020	M4112400009		9857490090	10-1290-531-000-00-000-000-000-0000	340061	-55.14
0051793	07/08/2020	M4112400010		9857490090	10-2220-650-431-00-000-020-000-0000	340696-20	-400.10

Vendor: 243975 - VERIZON WIRELESS

Remit # 1 Check Date: 07/07/2020 Check Amount: -3,434.27

10-GENERAL FUND -3,434.27

Grand Total Manual Checks : -3,434.27  
 Grand Total Regular Checks : 0.00  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : -3,434.27



# Fund Accounting Check Register

MUNCY - GENERAL FUND - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
EFT00964	07/02/2020	M4113200004			78-0479-000-000-000-046-0000	178479DR	768.06
<b>Vendor: 148125 - EXPERTPAY</b>							
EFT00965	07/02/2020	M4113200005			78-0479-000-000-000-069-0000	178479 HSA	4,533.45
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
EFT00971	07/17/2020	M4113200015			78-0479-000-000-000-046-0000	178479DR	4,533.45
<b>Vendor: 148125 - EXPERTPAY</b>							
EFT00975	07/17/2020	M4113200022			78-0479-000-000-000-069-0000	178479 HSA	768.06
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
EFT00976	07/02/2020	M4113200023			10-1110-292-411-10-110-021-000-0000	340001-21	800.00
EFT00976	07/02/2020	M4113200024			10-1110-292-000-10-000-000-000-0000		11,600.00
EFT00976	07/02/2020	M4113200025			10-1110-292-000-30-000-000-000-0000		22,800.00
EFT00976	07/02/2020	M4113200026			10-1211-292-000-10-000-000-000-0000		1,200.00
EFT00976	07/02/2020	M4113200027			10-1211-292-000-30-000-000-000-0000		1,600.00
EFT00976	07/02/2020	M4113200028			10-1225-292-000-10-000-000-000-0000		400.00
EFT00976	07/02/2020	M4113200029			10-1231-292-000-10-000-000-000-0000		400.00
EFT00976	07/02/2020	M4113200030			10-1231-292-000-30-000-000-000-0000		800.00
EFT00976	07/02/2020	M4113200031			10-1241-292-000-10-000-000-000-0000		1,600.00
EFT00976	07/02/2020	M4113200032			10-1241-292-000-30-000-000-000-0000		8,800.00
EFT00976	07/02/2020	M4113200033			10-1270-292-000-10-000-000-000-0000		800.00
EFT00976	07/02/2020	M4113200034			10-1342-292-663-30-110-021-000-0000		800.00
EFT00976	07/02/2020	M4113200035			10-1370-292-000-30-000-000-000-0000		2,000.00
EFT00976	07/02/2020	M4113200036			10-1380-292-000-30-000-000-000-0000		2,000.00
EFT00976	07/02/2020	M4113200037			10-2120-292-000-30-000-000-000-0000		3,200.00
EFT00976	07/02/2020	M4113200038			10-2170-292-000-00-000-000-000-0000		400.00
EFT00976	07/02/2020	M4113200039			10-2220-292-000-00-000-000-000-0000	311595	1,000.00
EFT00976	07/02/2020	M4113200040			10-2250-292-000-10-000-000-000-0000		1,200.00
EFT00976	07/02/2020	M4113200041			10-2250-292-000-30-000-000-000-0000		1,600.00
EFT00976	07/02/2020	M4113200042			10-2360-292-000-00-000-000-000-0000	311596	800.00
EFT00976	07/02/2020	M4113200043			10-2380-292-000-10-000-000-000-0000	311597	6,400.00
EFT00976	07/02/2020	M4113200044			10-2380-292-000-30-000-000-000-0000	311598	8,400.00
EFT00976	07/02/2020	M4113200045			10-2420-292-000-00-000-000-000-0000		1,600.00
EFT00976	07/02/2020	M4113200046			10-2440-292-000-00-000-000-000-0000		800.00
EFT00976	07/02/2020	M4113200047			10-2511-292-000-00-000-000-000-0000	360067	3,600.00
EFT00976	07/02/2020	M4113200048			10-2513-292-000-00-000-000-000-0000		800.00

# - Payable Transaction      P - Prenote      \* Denotes Non-Negotiable Transaction      d - Direct Deposit      c - Credit Card Payment      Page 1

08/05/2020 08:32:01 AM      JERSEY SHORE AREA SCHOOL DIST

# Fund Accounting Check Register

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MUNCY - GENERAL FUND - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
EFT00976	07/02/2020	M4113200049			10-2515-292-000-00-000-000-0000	360068	1,000.00
EFT00976	07/02/2020	M4113200050			10-2520-292-000-00-000-000-0000		800.00
EFT00976	07/02/2020	M4113200051			10-2530-292-000-00-000-000-0000		400.00
EFT00976	07/02/2020	M4113200052			10-2540-292-000-00-000-000-0000	343750	2,000.00
EFT00976	07/02/2020	M4113200053			10-2620-292-000-00-000-000-0000	311627	13,600.00
EFT00976	07/02/2020	M4113200054			10-3250-292-009-00-000-000-0000	329139	2,000.00
EFT00976	07/02/2020	M4113200055			50-3100-292-000-00-000-000-0000	350028	3,200.00
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
EFT00978	07/15/2020	M4113200056		BE004001045C	10-0462-212-000-00-000-000-0000	110462-212	6,081.82
EFT00978	07/15/2020	M4113200057		BE004001045C	50-0462-212-000-00-000-000-0000	150462-212	145.96
EFT00978	07/15/2020	M4113200058		BE004001045C	10-0462-212-000-00-000-000-RTRE	110462-212R	56.00
<b>Vendor: 137700 - DELTA DENTAL</b>							
EFT00980	07/21/2020	M4113200062		HS01940278	Remit # 2 Check Date: 07/15/2020	Check Amount:	<b>6,283.78</b>
EFT00980	07/21/2020	M4113200063		HS01940279	10-2620-621-000-10-030-000-000-0000	310375	19.41
EFT00980	07/21/2020	M4113200064		HS01940280	10-2620-621-000-10-060-000-000-0000	310657	147.72
EFT00980	07/21/2020	M4113200065		HS01940281	10-2620-621-000-30-020-000-000-0000	310229	124.47
EFT00980	07/21/2020	M4113200066		HS01940282	10-2620-621-000-30-010-000-000-0000	312158	116.52
EFT00980	07/21/2020	M4113200067		HS01940282	10-2620-621-000-00-070-000-000-0000	310962	20.29
EFT00980	07/21/2020	M4113200067		HS01961009	10-2620-621-000-10-040-000-000-0000	310488	77.12
<b>Vendor: 140060 - DIRECT ENERGY BUSINESS</b>							
EFT00982	07/24/2020	M4113200069		0079963-IN	10-2514-810-000-00-000-000-0000	310917	320.00
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
EFT00984	07/30/2020	M4113200071		411006774458	10-2620-621-000-30-020-000-000-0000	310229	1,074.00
<b>Vendor: 242000 - UGI CENTRAL PENN GAS, INC.</b>							
EFT00985	07/24/2020	M4113200072			50-0462-211-000-00-000-000-0000	150462-211	6,769.93
EFT00985	07/24/2020	M4113200073			10-0462-211-000-00-000-000-0000	110462-211	378,969.05
EFT00985	07/24/2020	M4113200074			10-0480-211-000-00-000-000-CPAY	110480C	32,980.38
EFT00985	07/24/2020	M4113200075			10-0462-281-000-00-000-000-0000	110462-281	22,176.82
EFT00985	07/24/2020	M4113200076			10-0153-211-000-00-000-000-BCBS	110153BC	-7,976.73
<b>Vendor: 188650 - LYCOMING COUNTY INSURANCE CONSORTIUM</b>							
EFT00987	07/29/2020	M4113200078		BE004010167	10-0462-212-000-00-000-000-0000	110462-212	6,197.44
EFT00987	07/29/2020	M4113200079		BE004010167	50-0462-212-000-00-000-000-0000	150462-212	290.00
EFT00987	07/29/2020	M4113200080		BE004010167	10-0462-212-000-00-000-000-0000	110462-212	99.56
<b>Vendor: 137700 - DELTA DENTAL</b>							
EFT00988	07/30/2020	M4113200081		BE004010167A	Remit # 2 Check Date: 07/29/2020	Check Amount:	<b>6,587.00</b>
EFT00988	07/30/2020	M4113200081			10-0462-212-000-00-000-000-0000	110462-212	996.00

# - Payable Transaction      \* Denotes Non-Negotiable Transaction  
 P - Prenote                      d - Direct Deposit                      c - Credit Card Payment  
 08/05/2020 08:32:01 AM                      JERSEY SHORE AREA SCHOOL DIST                      Page 2

# Fund Accounting Check Register

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MUNICIPALITY - GENERAL FUND - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
EFT00988	07/30/2020	M4113200082		BE004010167A	50-0462-212-000-00-000-000-000-0000	150462-212	16.00
EFT00988	07/30/2020	M4113200083		BE004010167A	10-5800-212-000-00-000-000-000-RTRE	310985R	96.00
<b>Vendor: 137700 - DELTA DENTAL</b>							
EFT00990	07/31/2020	M4113200084			78-0479-000-00-000-000-046-0000	178479DR	768.06
<b>Vendor: 148125 - EXPERTPAY</b>							
EFT00992	07/31/2020	M4113200086			78-0479-000-00-000-000-069-0000	178479 HSA	4,573.45
<b>Vendor: 140145 - DISCOVERY BENEFITS, INC.</b>							
							<b>546,775.87</b>
10-GENERAL FUND							10,421.89
50-FOOD SERVICE FUND							15,969.53
78-PAYROLL FUND							
Grand Total Manual Checks :							573,167.29
Grand Total Regular Checks :							0.00
Grand Total Direct Deposits :							0.00
Grand Total Credit Card Payments :							0.00
Grand Total All Checks :							573,167.29

# - Payable Transaction      \* Denotes Non-Negotiable Transaction  
P - Prenote                      d - Direct Deposit                      c - Credit Card Payment  
08/05/2020 08:32:01 AM                      JERSEY SHORE AREA SCHOOL DIST                      Page 3

# Fund Accounting Check Register

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GENERAL FUND - FNB - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
EFT00979	07/15/2020	M4113200059			10-2330-335-000-00-000-000-000-0000	2333335	403.72
Vendor: 150455 - FNB BANK NA							403.72

Check Date: 07/15/2020      Check Amount:

10-GENERAL FUND      403.72

Grand Total Manual Checks :      403.72  
 Grand Total Regular Checks :      0.00  
 Grand Total Direct Deposits:      0.00  
 Grand Total Credit Card Payments:      0.00  
 Grand Total All Checks :      403.72

# Fund Accounting Check Register

fackrgc

PLGIT ACCOUNTS PAYBL - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
10008120	07/29/2020	C411760001		AWARD	72-3300-890-000-000-0000	372000	400.00
Vendor: 105710 - AMERICAN UNIVERSITY							
10008121	07/29/2020	C411760002		AWARD	72-3300-890-000-000-0000	372000	400.00
Vendor: 116050 - BLOOMSBURG UNIVERSITY							
10008122	07/29/2020	C411760003		AWARD	72-3300-890-000-000-0000	372000	1,050.00
Vendor: 118900 - BROWN UNIVERSITY							
10008123	07/29/2020	C411760004		AWARD	72-3300-890-000-000-0000	372000	400.00
Vendor: 126775 - CLARION UNIVERSITY							
10008124	07/29/2020	C411760005		AWARD	72-3300-890-000-000-0000	372000	1,650.00
Vendor: 142250 - EAST STROUDSBURG UNIVERSITY							
10008125	07/29/2020	C411760006		AWARD	72-3300-890-000-000-0000	372000	250.00
Vendor: 162185 - HARDING UNIVERSITY							
10008126	07/29/2020	C411760007		AWARD	72-3300-890-000-000-0000	372000	250.00
Vendor: 171175 - INDIANA UNIVERSITY OF PA							
10008127	07/29/2020	C411760008		AWARD	72-3300-890-000-000-0000	372000	300.00
Vendor: 176510 - JUNIATA COLLEGE							
10008128	07/29/2020	C411760009		AWARD	72-3300-890-000-000-0000	372000	300.00
Vendor: 186203 - LOCK HAVEN UNIVERSITY							
10008129	07/29/2020	C411760010		AWARD	72-3300-890-000-000-0000	372000	500.00
Vendor: 190835 - MARISET COLLEGE							
10008130	07/29/2020	C411760011		AWARD	72-3300-890-000-000-0000	372000	250.00
Vendor: 195400 - MESSIAH COLLEGE							
10008131	07/29/2020	C411760012		AWARD	72-3300-890-000-000-0000	372000	250.00
Vendor: 196735 - MILLERSVILLE UNIVERSITY							
10008132	07/29/2020	C411760013		AWARD	72-3300-890-000-000-0000	372000	500.00
Vendor: 196780 - MISERICORDIA UNIVERSITY							
10008133	07/29/2020	C411760014		AWARD	72-3300-890-000-000-0000	372000	500.00
Vendor: 210160 - PA COLLEGE OF TECHNOLOGY							
10008134	07/29/2020	C411760015		AWARD	72-3300-890-000-000-0000	372000	1,050.00
Vendor: 210180 - PENN STATE UNIVERSITY							
10008135	07/29/2020	C411760016		AWARD	72-3300-890-000-000-0000	372000	1,050.00
Vendor: 210195 - PENN STATE ALTOONA							
10008136	07/29/2020	C411760017		AWARD	72-3300-890-000-000-0000	372000	1,600.00
Vendor: 214478 - PRINCETON UNIVERSITY							
10008137	07/29/2020	C411760018		AWARD	72-3300-890-000-000-0000	372000	1,600.00
Vendor: 214478 - PRINCETON UNIVERSITY							

# - Payable Transaction      \* Denotes Non-Negotiable Transaction      c - Credit Card Payment  
 P - Prenote                      d - Direct Deposit                      c - Credit Card Payment  
 08/05/2020 12:40:25 PM                      JERSEY SHORE AREA SCHOOL DIST                      Page 1

# Fund Accounting Check Register

fackrgc

PLGIT ACCOUNTS PAYBL - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0008137	07/29/2020	C4117600018		AWARD	72-3300-890-000-000-0000-0000	372000	500.00
Vendor: 220657 - ROCHESTER INSTITUTE OF TECHNOLOGY							
0008138	07/29/2020	C4117600019		AWARD	72-3300-890-000-000-0000-0000	372000	500.00
Vendor: 227975 - SHIPPENSBURG UNIVERSITY							
0008139	07/29/2020	C4117600020		AWARD	72-3300-890-000-000-0000-0000	372000	250.00
Vendor: 229550 - SLIPPERY ROCK UNIVERSITY							
0008140	07/29/2020	C4117600021		AWARD	72-3300-890-000-000-0000-0000	372000	400.00
Vendor: 235880 - SUSQUEHANNA UNIVERSITY							
0008141	07/29/2020	C4117600022		AWARD	72-3300-890-000-000-0000-0000	372000	400.00
Vendor: 237800 - TEMPLE UNIVERSITY							
0008142	07/29/2020	C4117600023		AWARD	72-3300-890-000-000-0000-0000	372000	400.00
Vendor: 242550 - UNIVERSITY OF PITTSBURGH							
0008143	07/29/2020	C4117600024		AWARD	72-3300-890-000-000-0000-0000	372000	250.00
Vendor: 245155 - WALDEN UNIVERSITY							
0008144	07/29/2020	C4117600025		AWARD	72-3300-890-000-000-0000-0000	372000	250.00
Vendor: 249380 - WILKES UNIVERSITY							
0008145	07/29/2020	C4117600026		AWARD	72-3300-890-000-000-0000-0000	372000	500.00
Vendor: 254200 - YORK COLLEGE OF PA							

72-RAMSEY EXPEND TRUST 13,550.00

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 13,550.00

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 13,550.00

# Fund Accounting Check Register

PLGIT CAPITAL RESERV - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
0000130	07/07/2020	C4111700001		95928783	32-0421-000-000-000-000-0000	132421	189,963.11 #

Vendor: 240525 - TREMCO WEATHERPROOFING TECHNOLOGIES, Remit # 1 Check Date: 07/07/2020 Check Amount: 189,963.11  
 INC.

32-CAPITAL RES FUND (2932) 189,963.11

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 189,963.11

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 189,963.11

# Fund Accounting Check Register

MUNCY - FOOD SERVICE - From 07/01/2020 To 07/31/2020

fack.rgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
EFT00977	07/15/2020	M4113200060		JUNE 2020	50-0421-000-000-000-000-000-0000	150421	5,936.09
EFT00977	07/15/2020	M4113200061		JUNE 2020	50-0421-000-000-000-000-000-0000	150421	11,560.14

Vendor: 205950 - NUTRITION, INC.

Check Date: 07/15/2020      Check Amount: 17,496.23

50-FOOD SERVICE FUND      17,496.23

Grand Total Manual Checks :      17,496.23  
 Grand Total Regular Checks :      0.00  
 Grand Total Direct Deposits:      0.00  
 Grand Total Credit Card Payments:      0.00  
 Grand Total All Checks :      17,496.23



# Fund Accounting Check Register

PLGIT PAYROLL - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
EFT00962	07/02/2020	M4113200001			10-0471-000-00-000-000-0000	110471	109.11
EFT00962	07/02/2020	M4113200002			78-0471-000-00-000-000-0000	178471	133.35
<b>Vendor: 310900 - VOYA FINANCIAL</b>							
EFT00963	07/02/2020	M4113200003			78-0479-000-00-000-000-403-0000	178403	242.46
<b>Vendor: 148003 - EPARS</b>							
EFT00966	07/06/2020	M4113200006			78-0478-000-00-000-000-028-0000	178478FED	14,817.54
EFT00966	07/06/2020	M4113200007			78-0472-000-00-000-000-000-0000	178472	49,694.28
EFT00966	07/06/2020	M4113200008			78-0472-000-00-000-000-000-0000	178472	66,251.32
<b>Vendor: 141900 - EFTPS</b>							
EFT00967	07/06/2020	M4113200009			10-0471-000-00-000-000-000-0000	110471	15,494.26
EFT00967	07/06/2020	M4113200010			78-0471-000-00-000-000-000-0000	178471	274.35
<b>Vendor: 310900 - VOYA FINANCIAL</b>							
EFT00968	07/08/2020	M4113200011			78-0478-000-00-000-000-031-0000	178478STAT	364.96
<b>Vendor: 141960 - E-TIDES</b>							
EFT00969	07/10/2020	M4113200012			78-0471-000-00-000-000-000-0000	178471	639.31
EFT00969	07/10/2020	M4113200013			78-0479-000-00-000-000-040-0000	178479PS	16,386.01
<b>Vendor: 216000 - PSERS</b>							
EFT00970	07/17/2020	M4113200014			78-0479-000-00-000-000-403-0000	178403	119,995.93
<b>Vendor: 148003 - EPARS</b>							
EFT00972	07/20/2020	M4113200016			78-0478-000-00-000-000-028-0000	178478FED	14,867.54
EFT00972	07/20/2020	M4113200017			78-0472-000-00-000-000-000-0000	178472	45,304.07
EFT00972	07/20/2020	M4113200018			78-0472-000-00-000-000-000-0000	178472	63,427.30
<b>Vendor: 141900 - EFTPS</b>							
EFT00973	07/22/2020	M4113200019			78-0478-000-00-000-000-031-0000	178478STAT	14,833.80
<b>Vendor: 141960 - E-TIDES</b>							
EFT00974	07/20/2020	M4113200020			10-0471-000-00-000-000-000-0000	110471	123,565.17
EFT00974	07/20/2020	M4113200021			78-0471-000-00-000-000-000-0000	178471	15,703.43
<b>Vendor: 310900 - VOYA FINANCIAL</b>							
EFT00981	07/23/2020	M4113200068			10-0153-000-00-000-000-000-0000	110153	15,703.43
<b>Vendor: 141900 - EFTPS</b>							
EFT00983	07/02/2020	M4113200070			78-0479-000-00-000-000-039-0000	178479BEN2	630.48
<b>Vendor: 243600 - VALIC</b>							
EFT00986	07/29/2020	M4113200077			78-0478-000-00-000-000-032-0000	178478UNEP	1,345.05
<b>Vendor: 241700 - UC TAX</b>							
					Check Date: 07/29/2020	Check Amount:	2,502.33
					Check Date: 07/29/2020	Check Amount:	2,502.33

# - Payable Transaction      d - Direct Deposit      c - Credit Card Payment  
 P - Prenote                      \* Denotes Non-Negotiable Transaction      c - Credit Card Payment  
 08/05/2020 08:42:54 AM                      JERSEY SHORE AREA SCHOOL DIST                      Page 1

# Fund Accounting Check Register

PLGIT PAYROLL - From 07/01/2020 To 07/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
EFT00991	07/31/2020	M4113200085			78-0479-000-000-000-000-403-0000	178403	14,792.54
Vendor: 148003 - EPARS							14,792.54

Check Date: 07/31/2020 Check Amount: 1,998.88

10-GENERAL FUND 1,998.88  
 78-PAYROLL FUND 506,128.77

Grand Total Manual Checks : 508,127.65  
 Grand Total Regular Checks : 0.00  
 Grand Total Direct Deposits: 0.00  
 Grand Total Credit Card Payments: 0.00  
 Grand Total All Checks : 508,127.65

# Fund Accounting Check Register

fackrgc

PLGIT PAYROLL - From 07/01/2020 To 07/31/2020

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
.0058875	07/28/2020	C4116000004			78-0479-000-000-000-030-0000	1784790PT	771.71
<b>Vendor: 117310 - CARLENE BOWERS</b>							
.0058876	07/28/2020	C4116000001			78-0479-000-000-000-030-0000	1784790PT	1,470.40
<b>Vendor: 160175 - HAB-EMS</b>							
.0058877	07/28/2020	C4116000002			78-0479-000-000-000-030-0000	1784790PT	1,470.40
.0058877	07/28/2020	C4116000003			78-0402-000-000-000-000-0010	1784020GF	216.54
<b>Vendor: 212775 - PINE CREEK TOWNSHIP</b>							
.0058878	07/29/2020	C4117300001			78-0479-000-000-000-023-0000	1784790CD	-4.33
<b>Vendor: 101250 - AFSCME COUNCIL 13</b>							
.0058879	07/29/2020	C4117300002			78-0479-000-000-000-057-0000	178479125I	212.21
.0058879	07/29/2020	C4117300003			78-0479-000-000-000-075-0000	178479VSIN	1,322.20
<b>Vendor: 174325 - JSASD GENERAL FUND</b>							
.0058880	07/29/2020	C4117300004			78-0479-000-000-000-036-0000	178479JSEA	1,322.20
<b>Vendor: 174953 - JSAEA, JULIE WAGNER</b>							
.0058881	07/29/2020	C4117300006			78-0479-000-000-000-042-0000	1784790UF	39,383.82
<b>Vendor: 188950 - LYCOMING UNITED WAY</b>							
.0058882	07/29/2020	C4117300005			78-0479-000-000-000-076-0000	178479LTD	478.80
<b>Vendor: 189758 - MADISON NATIONAL LIFE INS. CO., INC.</b>							
					78-PAYROLL FUND		39,862.62
							89.76
							89.76
							114.00
							114.00
							3,267.78
							3,267.78
Grand Total Manual Checks :							0.00
Grand Total Regular Checks :							47,110.68
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							47,110.68



<b>Book</b>	Board Policy Manual
<b>Section</b>	100 Programs
<b>Title</b>	Curriculum
<b>Code</b>	105
<b>Status</b>	

**Legal**

1. [22 PA Code 4.4](#)
2. [22 PA Code 4.3](#)
3. [22 PA Code 4.12](#)
4. Pol. 102 - Academic Standards
5. [24 P.S. 1511](#)
6. [24 P.S. 1512](#)
7. Pol. 107 - Adoption of Planned Instruction
8. Pol. 127 - Assessment System
9. Pol. 109 - Resource Materials
10. Pol. 112 - Guidance Counseling
11. Pol. 113 - Special Education
12. [22 PA Code 4.26](#)
13. Pol. 138 - English as a Second Language/Bilingual Education Program
14. Pol. 103 - Discrimination/Title IX Sexual Harassment Affecting Students
15. Pol. 103.1 - Nondiscrimination - Qualified Students with Disabilities
16. Pol. 115 - Career and Technical Education
17. Pol. 114 - Gifted Education
18. Pol. 805 - Emergency Preparedness and Response
19. Pol. 105.1 - Review of Instructional Materials by Parents/Guardian and Students
- [22 PA Code 4.21](#)
- [22 PA Code 4.22](#)
- [22 PA Code 4.23](#)
- [22 PA Code 4.25](#)
- [22 PA Code 4.27](#)
- [22 PA Code 4.29](#)
- [22 PA Code 4.82](#)
- Pol. 100 - Comprehensive Planning
- Pol. 106 - Guides for Planned Instruction
- Pol. 116 - Tutoring
- Pol. 213 - Assessment of Student Progress

**Purpose**

The Board recognizes its responsibility for the development, assessment and improvement of the educational program of the schools. To this end, the curriculum shall be evaluated, developed and **modified** on a continuing basis and in accordance with a plan for curriculum improvement. [\[1\]](#)

**Definition**

For purposes of this policy, curriculum shall be defined as a series of planned instruction **aligned with established academic standards in each subject** that is coordinated, articulated and implemented **in a manner designed** to result in the achievement of **academic standards at**

**the proficient level** by all students.[2][3][4]

### **Authority**

The Board **shall be** responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. **Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.**[1][3][4]

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and **strategies for assisting those students having difficulty attaining the academic standards.** [5][6][1][3][7][8]

### **Guidelines**

The district's curriculum shall provide the following:

1. Continuous learning through effective collaboration among the schools of this district.
2. Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program.[9]
3. Guidance and counseling services for all students to assist in career and academic planning.[10]
4. A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation.[11]
5. Limited English Proficiency programs for students whose dominant language is not English, pursuant to law and regulation.[12][13]
6. Compensatory education programs for students, pursuant to law and regulation.
7. Equal educational opportunity for all students, pursuant to law and regulation.[14][15]
8. Career awareness and vocational education, pursuant to law and regulation.[16]
9. Educational opportunities for **identified** gifted students, **pursuant to law and regulation.**[17]
10. Regular and continuous instruction in required safety procedures.[18]

### **Movie Guidelines**

Teachers at the middle school and high school level are permitted to show portions of G, PG, and PG13 rated movies to illustrate certain concepts. Elementary teachers are permitted to show G movies. All segments or movies shall be reviewed directly by the teacher showing the film to ensure that there is no excessive inappropriate language and that any sexual content is not of an offensive nature.

Teachers at the middle school will use a more critical eye to reduce inappropriate language or content in PG or PG13 films being used in a classroom setting. Parents/Guardians have the option to request that their children not view films.

### **Delegation of Responsibility**

As the educational leader of the district, the Superintendent shall be responsible to the Board for the **district's** curriculum. S/He shall establish procedures for curriculum development, **evaluation and modification**, which ensure the utilization of available resources, and effective participation of administrators and teaching staff members.[\[1\]](#)

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members.[\[1\]](#)[\[19\]](#)

With prior Board approval, the Superintendent may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program. The Superintendent shall report periodically to the Board on the status of each pilot program, along with its objectives, evaluative criteria, and costs.

The Board encourages, where it is feasible and in the best interest of district students, participation in state-initiated pilot programs of educational research.

The Board directs the Superintendent to pursue actively state and federal aid in support of research activities.



Book	Board Policy Manual
Section	100 Programs
Title	Review of Instructional Materials by Parents/Guardians and Students
Code	105.1
Status	
Legal	<ol style="list-style-type: none"> <li>1. <a href="#">22 PA Code 4.4</a></li> <li>2. <a href="#">20 U.S.C. 1232h</a></li> <li>3. Pol. 102 - Academic Standards</li> <li>4. Pol. 105 - Curriculum</li> <li>5. Pol. 127 - Assessment System</li> </ol> <p><a href="#">22 PA Code 403.1</a></p> <p>Pol. 235 - Student Rights and Responsibilities</p>

### **Authority**

The Board adopts this policy to ensure that parents/guardians **and students** have an opportunity to review instructional materials and have access to information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.[\[1\]](#)[\[2\]](#)

### **Definition**

**Instructional material means instructional content that is provided to a student, regardless of its format, including printed or representational materials, audiovisual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). For purposes of this policy, the term does not include academic tests or academic assessments.**[\[2\]](#)

### **Guidelines**

Upon request by a parent/guardian or student, the district will make available existing information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

The following conditions shall apply to any request:

1. To assist the school district in providing the correct records to meet the needs of the requesting party, the request must be in writing, setting forth the specific material being sought for review.
2. The written request will be sent to the building principal.



3. The district will respond to the parent/guardian or student within ten (10) school days by designating the time and location for the review.
4. The district may take necessary action to protect its materials from loss, damage or alteration and to ensure the integrity of the files, including the provision of a designated employee to monitor the review of the materials.
5. No parent/guardian or student shall be permitted to remove the material provided for review or photocopy the contents of such file. The taking of notes by parents/guardians and students is permitted.
6. No more than one (1) request per semester may be made by any parent/guardian or student for each enrolled child.

**Under federal law, the rights provided to parents/guardians to inspect any instructional materials used as part of the student's educational curriculum transfer to the student when the student turns eighteen (18) years old or is an emancipated minor. These rights do not transfer under state law; therefore, parents/guardians retain their rights to access information about the curriculum and to review instructional materials.**<sup>[1]</sup><sup>[2]</sup>

#### **Delegation of Responsibility**

The Superintendent or designee shall notify parents/guardians and students of this policy **and its availability. This notification shall be given at least annually, at the beginning of each school year, and within a reasonable time after any substantive changes regarding the contents of this policy.**<sup>[2]</sup>



Book	Board Policy Manual
Section	100 Programs
Title	Exemption From Instruction
Code	105.2
Status	
Legal	<ol style="list-style-type: none"><li>1. <a href="#">22 PA Code 4.4</a></li><li>2. <a href="#">22 PA Code 11.7</a></li><li>3. Pol. 102 - Academic Standards</li><li>4. Pol. 217 - Graduation</li></ol>

### **Authority**

The Board adopts this policy to ensure that parents/guardians have the right to have their children excused from specific instruction that conflicts with their religious beliefs.[\[1\]](#)[\[2\]](#)

### **Guidelines**

The rights granted by this policy are granted to parents/guardians of students enrolled in this district when the students are under the age of eighteen (18) and to the students themselves when the student is eighteen (18) or over.

The district shall excuse any student from specific instruction, subject to the following conditions:

1. To assist the school district in ensuring that the student is excused from the correct specific instruction, the request must be made in writing and must detail the specific instruction from which the student is to be excused.
2. The written request to be excused shall be sent by the parent/guardian or student to the building principal.

One (1) copy of the request shall be retained in the student's permanent school records, one (1) copy kept by the school principal, and one (1) copy submitted to the teacher from whose instruction the student is to be excused.

3. It shall not be the responsibility of the district or any of its employees to ensure that the student exercises his/her right to be excused in accordance with a parental request. It shall be the responsibility of the student to request permission to leave class when the specific instruction objected to is presented. When the student seeks to be excused, the teacher shall excuse the student if the teacher or principal has a copy of the written request and the written request adequately describes the specific instruction.
4. The written request must contain a statement that the specific instruction described conflicts

with the religious beliefs of the student or of the parents/guardians.

5. The parent/guardian and/or student may request suggested replacement educational activities. The only permissible educational activity for this purpose shall be in the nature of replacement instruction that is consistent with the **learning objectives** set for the course and does not require the provision of any extra resources by the district.
6. The building principal shall determine where the student shall report during the time the student is excused.
7. All students excused from specific instruction shall be required to achieve the academic standards established by the district as necessary for graduation.[3][4]



Book	Board Policy Manual
Section	100 Programs
Title	Guides for Planned Instruction
Code	106
Status	
Legal	<a href="#">1. 22 PA Code 4.4</a> <a href="#">2. Pol. 107 - Adoption of Planned Instruction</a> <a href="#">24 P.S. 1511</a> <a href="#">24 P.S. 1512</a> <a href="#">22 PA Code 4.11</a>

### **Authority**

Guides shall be prepared for all planned instruction adopted by the Board in order to direct and assist the professional staff toward the attainment of academic standards established for a course of study. [\[1\]](#)[\[2\]](#)

### **Guidelines**

Each guide may contain, as appropriate to that planned instruction:

1. Objectives of the instruction.
2. Concepts and skills to be taught.
3. Suggested activities designed to achieve the objectives.
4. Suggested methods of instruction.
5. Assessment criteria and methods intended to evaluate the extent to which learning objectives have been achieved.
6. Reading list of supplemental titles for the guidance of teachers.

### **Delegation of Responsibility**

Each guide shall be construed as providing a basic framework for the planned instruction. Within this framework, each teacher shall use the guide in a selective manner best designed to meet the needs of students.

The Superintendent or designee shall be responsible for **the preparation of guides, and shall develop administrative regulations** for such preparation which include:

1. Participation by appropriate staff members and resource personnel.
2. Continuing research in instructional methods, materials, activities and assessment strategies.
3. Systematic review of all guides to ensure their continuing effectiveness in achieving established academic standards.

A system of administrative review shall be implemented to ensure that guides are being followed by teaching staff members to the degree of conformity required.

Copies of all current guides for planned instruction shall be kept on file in the office of the Superintendent.



Book	Board Policy Manual
Section	100 Programs
Title	Adoption of Planned Instruction
Code	107
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. Pol. 102 - Academic Standards</li> <li>4. Pol. 105 - Curriculum</li> <li>5. Pol. 106 - Guides for Planned Instruction</li> <li>6. <a href="#">24 P.S. 508</a></li> <li>7. <a href="#">24 P.S. 1511</a></li> <li>8. <a href="#">24 P.S. 1512</a></li> <li>9. Pol. 006 - Meetings</li> <li><a href="#">24 P.S. 1512.1</a></li> <li>Pol. 100 - Comprehensive Planning</li> </ol>

### **Purpose**

The Board shall provide a comprehensive program of planned instruction to enable district students to **achieve educational objectives and attain academic standards required for student achievement**. Planned instruction shall consist of at least the following:[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

1. Objectives to be achieved by all students.
2. Content, including materials, activities and instructional time.
3. Relationship between objectives of a planned course and established academic standards.
4. Procedure for measurement **of attainment** of objectives **and academic standards**.

### **Authority**

No planned instruction shall be taught in district schools unless it has been adopted by a majority vote of the full Board. The Board reserves the right to determine which units of the instructional program constitute planned instruction and are subject to adoption by the Board.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)

### **Delegation of Responsibility**

The Superintendent shall be responsible for continuous evaluation of the effectiveness of the district's planned instruction and shall recommend to the Board new and altered planned instruction deemed to be in the best interests of district students.

The Superintendent shall invite the participation of administrative and professional staff members at appropriate levels in the formulation of recommendations.

The Superintendent shall maintain a current list of all planned instruction offered by this district and shall furnish each Board member with a copy.

**Conferences Attendees**

Date	Name of Conference	Conference Facility	Conference Location	Attendees
7/13/2020	ISTE's Summer Learning Academy	Online	Online	McKee/Spotts



Field Trips			
Date	Student Group	Destination Facility	Destination Location
			Chaperones
None			

Vandalism Report				
Date	Building	Damage	Outcome	Cost for Repair
None				

## RESOLUTION

RESOLUTION, made this 24th day of August, 2020 by the Jersey Shore Area School District Board of School Directors.

WHEREAS, applicable statutory requirements generally mandate the need for bidding of certain contracts, to include equipment and installation costs;

WHEREAS, the bidding process may be avoided in the context of an emergency, as noted specifically at 24 P.S. § 7-751:

...Provided, that, if due to an emergency, a school plant or any part thereof becomes unusable, competitive bids for repairs or replacement may be solicited from at least three responsible bidders, and, upon the approval of any of these bids by the board of school directors, the school district may proceed at once to make the necessary repairs or replacements in accordance with the terms of said approved bid or bids. ...

WHEREAS, the District has encountered an emergency relative to the need to replace on an immediate basis a freezer at Avis Elementary School, and the failure to do so on an immediate basis may jeopardize the security and safety of other property in that facility;

WHEREAS, the emergent need of the goods and services in question, namely, the installation of a replacement freezer, compels the need to avoid the normal bidding process;

WHEREAS, the District has secured written solicitations from three responsible bidders;

WHEREAS, the District proposes to accept the proposal from Quality Air Mechanical, Inc.

NOW, THEREFORE, be it resolved by the Board of the Jersey Shore Area School District as follows:

1. An emergency exists with respect to the failed freezer at Avis Elementary School, as the onset of the start of the school year, among other things, jeopardizes the safety and security of other property at the District if the replacement is not immediately undertaken.
2. The District attempted to solicit quotations from at least three responsible contractors.
3. The only bid is \$15,850.00, provided by Air Quality Air Mechanical, Inc.

4. The District hereby awards the contract for the replacement to Quality Air Mechanical, Inc, given the background of this situation.

IN WITNESS WHEREOF, the parties intending to be legally bound hereby, affix their signatures below as of the date first written.

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Agreement to Establish School-Based Outpatient Mental Health Assessments and Therapy Services

This Agreement is made and entered into this 20th day of August 2020 by and between the Jersey Shore Area School District (hereinafter the "District") and Community Services Group (hereinafter "CSG") with offices at 1000 Commerce Park Dr., Williamsport, PA 17701.

WHEREAS, the District wishes to establish a partnership with a qualified organization to provide working parents/guardians of District's school-aged students with access to outpatient mental health assessments and therapy services;

WHEREAS, CSG possesses the necessary license and personnel to provide outpatient mental health assessments and therapy services and is willing to partner with District to provide eligible District's school-aged students with those services;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto, intending to be legally bound, agree as follows:

1. Premises. The "Premises" shall mean the location within the Jersey Shore Area School District (hereinafter "school" or "schools") being provided to CSG by the District for school-based outpatient mental health assessments and therapy services. The building principal shall designate the areas within the school building that shall be used for outpatient mental health assessments and therapy services.

2. Use of Premises. The Premises will be used by CSG to provide school-based outpatient mental health assessments and therapy services to District school-aged students and their families and for no other purpose. The District shall provide a confidential space for assessment and therapy sessions. CSG's use of Premises is not exclusive, and shall not interfere, disrupt or otherwise impair the District's use of the Premises for its primary intended purpose of operating a public school. The District, in its sole discretion, may specify, change or otherwise modify the dates and times that the premises will be made available to CSG for mental health assessments and therapy services. All CSG personnel entering the premises for any reason must register with the school office and comply with all visitor protocols to ensure the safety and security of the school building, staff and students.

3. Student Referrals. The District is under no obligation to refer school-aged students and their families for outpatient mental health assessments and therapy services with CSG. However, the District agrees that it will take reasonable measures to notify students and their families that outpatient mental health assessments and therapy services are available through CSG. CSG shall not solicit District personnel or otherwise seek to obtain the names of students, student information or student education records without strictly complying with the disclosure requirements set forth in Family Education Right to Privacy Act ("FERPA"), 20 U.S.C. § 1232g, its implementing regulations, 34 C.F.R. Part 99, and any other state and/or federal laws protecting the confidentiality of student information.

4. Confidentiality of Student Information. The District and CSG understand their respective duties to comply with state and federal laws and/or regulations which require each party to protect the confidentiality of either student or patient information, including the duty to notify individuals of unauthorized access to confidential information that is electronically stored. Each party agrees to respect the other parties' need to comply with such laws.

5. Prior Written Permission for All Mental Health Assessments and Therapy Services. Prior written permission from the parent and/or legal guardian of any school-aged student receiving outpatient services on the premises. No mental health assessment and therapy sessions shall be scheduled or otherwise occur between CSG personnel and any school-aged student unless the student's parent/legal guardian has prior advance knowledge of such mental health assessment and therapy sessions. The District reserves the right to require CSG, and its personnel, to demonstrate that prior written permission for student mental health assessments and therapy services has been obtained for any mental health assessment and therapy sessions that are taking place on the premises. If the student is 14 years of age or older, that student can consent to mental health treatment services without parental/personal representative consent. However, it is the practice of CSG to try to secure the consent from both the minor and the personal representative.

6. Cost for Mental Health Assessments and Therapy Services. The District and CSG understand and agree that any and all mental health assessments and therapy services provided to District students and/or their parents or guardians shall be provided without cost to the District. CSG may make arrangements to obtain local, state or federal grant to pay for such mental health assessments and therapy services, as well as to seek payment directly from health care insurers, managed care organizations or other legal entities that offer District students and/or their parents or guardians health care and/or mental health assessments and therapy services that fall within the parameters of the services contemplated by this Agreement.

7. Term of Agreement. The initial term of this Agreement shall be one (1) year, beginning August 20, 2020 and ending August 19, 2021 unless sooner terminated as herein provided. This Agreement may be renewed for successive terms of one (1) year each, upon such terms and conditions that the parties may mutually agree; however, if either party does not wish to renew this agreement, said party shall provide the other party written notice of non-renewal at least thirty (30) days prior to the end of the then-current term. The District or CSG further reserves the right to terminate this agreement at any time for any reason, so long as thirty (30) days advance written notice to be provided the party. If such termination occurs, both the District and CSG understand and agrees the other party, its directors, employees, and agents shall not be liable for any claims or damages alleged stemming from the decision to terminate this Agreement.

8. Suspension/Termination of Agreement for Cause. The District reserves the right to immediately suspend or permanently terminate this Agreement, if it reasonably believes that CSG, its employees, contractors or agents have engaged in behavior that is detrimental to the well-being of the District's education program, interferes with the District's operations or otherwise threatens the safety or well-being of District students and/or staff. If the District exercises its right pursuant to this paragraph, it shall immediately provide CSG with written notice of that decision as contemplated in paragraph 21 of this Agreement.

9. Duties to Keep Premises Clean. CSG shall keep the Premises in a clean, orderly and safe condition to the reasonable satisfaction of the District. CSG shall promptly report to the District any damage to and/or unsafe condition within the Premises that is observed while providing outpatient mental health assessments and therapy services. CSG shall be responsible for removal

any of its personal property, files or records from the Premises at the end of each day, unless the parties mutually agreed in writing to allow such items to be stored on the Premises. The District shall not be liable for the loss of or damage to any items CSG may intentionally or unintentionally leave on the Premises.

10. Insurance.

- (a) CSG shall purchase and maintain, at CSG's sole expense, insurance against claims for personal injury and professional liability claims under a single policy and/or separate policies providing general, liability, professional liability and excess/umbrella liability insurance with limits of (1) at least \$1,000,000 for claims to any one person; (ii) and (ii) with aggregate amounts of \$2,000,000 of coverage. Such policy or policies shall name both CSG and District as insured and shall be with a company authorized to issue the same in the Commonwealth of Pennsylvania. The CSG shall also purchase and maintain such additional umbrella insurance coverage for said claims in such amounts deemed acceptable by the District.
- (b) CSG shall deliver to District original or duplicate policies, or certificates of insurers evidencing the existence of all insurance which is required to be maintained by CSG hereunder, such delivery to be made (i) promptly after the execution and delivery hereof, (ii) within thirty days prior to the expiration of any such insurance, and (iii) upon the reasonable request of District at any time during the term hereof or any renewal term.

11. District's Right of Access for Inspection. District shall have the right at any reasonable time to enter the Premises where mental health assessment and therapy sessions occur for the purpose of making inspections of the Premises, or for any other purpose related to the safety, protection or improvement of the Premises, or for any other purpose related to District's normal operations of the Premises as a public school.

12. Personal Property. All personal property of CSG of any kind and description including trade fixtures, furniture, furnishings, equipment and supplies situated upon the Premises shall be at CSG's sole risk and District shall not be liable for any damage thereto unless such damage is caused by the willful acts of the District. CSG or its personnel is responsible for securing all CSG property upon the completion of outpatient mental health assessment and therapy sessions each day. Moreover, CSG shall have sole responsibility for maintaining, storing and otherwise keep in confidence any and all records that it creates or otherwise generates while providing outpatient mental health assessments and therapy services to school-aged students and their families.

13. Indemnification. Except for District's own negligent or willful acts, CSG shall defend, indemnify and hold the District free and harmless from any and all claims, judgments, fines, penalties, costs, expenses, attorney fees, damages or liability occasioned by any act of CSG, CSG's agents, contractors, employees, invitees or patients, or by reason of the failure on the part of any such person or persons to perform any act of thing which should have been done or performed hereunder, or arising out of any accident causing injury, harm or death to any person whomsoever

or damage to any property whatsoever and due directly to the use of the Premises, or any part thereof, by CSG, CSG's agents, contractors, employees, invitees or customers.

**14. Independent Contractor.** The District and CSG intend that an independent contractor relationship will be created by this agreement. CSG and its employee, contractors or agents performing services contemplated by this Agreement are not employees or agents of the District. CSG will not hold itself out as, nor claim to be, an officer or employee of the District as a result of this Agreement, nor will CSG make any claim or right, privilege or benefit which would accrue to such employee under law.

**15. Assignment.** CSG shall not assign or subcontract this Agreement or CSG's right or obligations hereunder, in whole or in part, without the prior written consent of the District, and any assignment or subcontract not consented to by the District shall be void. Except as provided above, this Agreement shall bind and benefit CSG and the District, and their respective successors and permitted assigns.

**16. Permitted Changes.** In recognition of the likelihood that the fundamental nature of the work to be accomplished under this Agreement may involve changes from time to time, CSG and the District hereby agree that the District may, by written direction, at any time during the course of this Agreement, make changes in any one or more of the following items: times, places of performance or deliver of the Services or other documents to be provided under this Agreement.

**17. Nondiscrimination.** CSG and its employees and agents are prohibited from engaging in discrimination or retaliation against any person because of religion, age, ancestry, race, color, national origin, gender, marital, or parent status, religious creed, sexual orientations, disability, handicap, genetics or veteran status in providing services contemplated by this Agreement.

**18. Sexual Harassment Clause.** CSG must establish and maintain a written sexual harassment policy and shall inform their employees of such policy. The policy must contain a notice that sexual harassment will not be tolerated and employees who practice it will be disciplined and otherwise prohibited from providing services at the District.

**19. Special Provisions.** The following special provisions shall apply with regard to CSG's operations of the school-based outpatient mental health assessments and therapy center:

- (a) The CSG agrees to obtain all necessary permits and licenses required to operate a school-based outpatient mental health assessments and therapy center and will insure that all such permits and licenses relating to the operation of a school-based outpatient mental health assessments and therapy center shall remain in compliance with any and all federal, state or local statutes, rules, and regulations.
- (b) CSG warrants that any employee, contractor or agent that provides outpatient mental health assessments and therapy services on the District's premises, or accessing such premises for such purposes, is of good moral character and does not have a reputation for condition which would endanger or otherwise harm the physical or mental well-being of school-aged students.



All CSG contractors and employees shall be properly licensed, credentialed, certified and/or otherwise qualified to provide outpatient mental health assessments and therapy services in accordance with all federal, state and local statutes, regulations, and government policies. All CSG contractors and employees shall obtain criminal background checks and child abuse clearance checks according to current and future laws of the Commonwealth of Pennsylvania governing school employees in order to have access to school-aged students on the premises. CSG shall provide the District with copies of all criminal background checks and child abuse clearance checks for contractors or employees that enter the premises to provide services.

- (c) Additionally, throughout the terms of this Agreement, CSG and its employees must provide the District with written notice, on the form designated by the Pennsylvania Department of Education, within 72 hours of any arrest or conviction of an offense enumerated within 24 P.S. § 1-111, as amended (the "Act 24 Notice").
- (d) CSG shall be required to comply with all District Policies and Procedures while on District property or interacting with its students and/or their parents or guardians in furtherance of the services contemplated by this Agreement.
- (e) Hours of operation per day and days per week will be mutually agreed upon from time to time between the District and CSG. Outpatient mental health assessments and therapy services will generally occur between 7:30 AM to 3:30 PM, Monday through Friday. **NO MENTAL HEALTH ASSESSMENTS AND THERAPY SESSIONS SHALL BE SCHEDULED DURING THE STUDENTS' INSTRUCTIONAL DAY WITHOUT THE PRIOR WRITTEN PERMISSION OF THE STUDENT'S PARENT/LEGAL GUARDIAN IF THE STUDENT IS UNDER THE AGE OF 14.**
- (f) When the District delays the start of the school day due to inclement weather, CSG shall alter their scheduled mental health assessments and therapy sessions to mirror District's shortened school day. CSG shall not have access to the Premises on dates that the Premises is closed by the District due to non-student days, scheduled holidays, snow days or other reason. CSG may operate on non-student days during the summer, except holidays with prior written permission from the Superintendent of Schools.
- (g) CSG shall comply with District's expectations and deliveries to ensure all the safety, security and well-being of all children receiving services.
- (h) CSG personnel is only authorized to access the premises when a District employee is present. The District, in its sole discretion, may elect to issue CSG personnel District identification cards used for its employees. If issued, the identification card must be worn at all times.

20. **Confidentiality.** The District understands that any mental health assessments and therapy sessions are confidential and that the results of any assessment and or the content of any therapy session will not be shared with the District unless express written permission is secured from the student or in the event that the student is under 14 years of age, the student's parent or legal guardian.

21. **Notices.** All notices hereunder shall be in writing and shall be deemed to have been given when delivered by hand or by first class U.S. mail, as follows:

If to District, to:           Dr. Brian Ulmer  
  175 A&P Dr.  
  Jersey Shore, PA 17740

If to CSG, to:                 Aimee Tsikitas, LCSW  
  Director of Treatment Services  
  1000 Commerce Park Dr., Suite 110  
  Williamsport, PA 17701

22. **Waiver.** No waiver of any of the obligations, covenants and conditions of this Agreement, or the breach of any obligations, covenants or conditions shall be taken to constitute a waiver of any subsequent breach of such obligations, covenants or conditions, or to justify or authorize the non-observance of any other occurrence of the same or of any other obligations, covenants and conditions.

23. **Governing Law.** This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. The venue for any litigation regarding the terms set forth in this agreement shall be the Court of Common Pleas for Lancaster County, Pennsylvania.

24. **Entire Agreement.** This Agreement sets forth all of the understandings between District and CSG relative to the use of the premises and there are no other promises, agreements, conditions or understandings, either oral or written, between them with respect to the use of the premises other than as set forth herein. Except as otherwise provided herein, no subsequent alteration, amendment or addition to this agreement shall be binding upon District or CSG unless reduced to writing and signed by both District and CSG.

IN WITNESS WHEREOF, the District and CSG have caused this Agreement to be signed as of the day and year first above written.

Signed in the presence of:

JERSEY SHORE SCHOOL DISTRICT:

COMMUNITY SERVICES GROUP:

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

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

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

Name: Susan Blue

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

Title: President and CEO





Special Markets Insurance Consultants, Inc.  
 1055 Main Street  
 Suite 101  
 Stevens Point, WI 54481

T 800.727.7642  
 F 715.344.6126

August 10, 2020

Tim Boardman  
 Richard R. Motter Agency 1958

RE: Student Accident Insurance – 2020-21 School Year Proposal  
 Jersey Shore Area School District

38-4394-20

It has been a pleasure to service the above referenced account for the policy year of 2019-2020. Your policy with us is due to expire on the **first day of the 2020-21 school year**. Attached you will find a **Gerber Life Insurance** application for the policy. In order to bind coverage for another term, we will need the application filled out completely and signed. Please send the completed application and the gross premium due to SMIC prior to the expiration date.

**Voluntary Only Coverage**

All Sports Excluding Interscholastic Tackle Football  
 \$100 Primary Excess Coverage

	Gold	Silver	Bronze
Optional Schoolltime Accident Coverage	\$ 41.00	\$ 20.00	\$ 10.00
Optional 24-Hour Accident Coverage	\$154.00	\$ 93.00	\$ 53.00
Optional Football Coverage	\$245.00	\$137.00	\$ 82.00
Spring/Summer Weight & Conditioning Training Only	\$ 82.00	\$ 60.00	\$ 38.00
Optional 24-Hour Dental	\$ 8.00		

**Included Additional Coverages**

One-Day Field Trips (\$5,000 Maximum)

Religious Education (\$5,000 Maximum)

School Time Effective: Date of First School Year Activity

School Time Termination: Date of Last Day of School

24 Hour Effective: Date of First School Year Activity

24 Hour Termination: 1<sup>st</sup> Day of the Following School Year

Football Effective: Date of First Day of Football

Football Termination: Date of Last Day of Football

24 Hour Dental Effective: Date of First School Year Activity

24 Hour Dental Termination: 1<sup>st</sup> Day of the Following School Year

**BINDING INSTRUCTIONS – Please read carefully.**

In order to write the coverage for the 2020-21 policy, we will need the application filled out completely and signed.

- The top portion needs to be completed with the insured’s information. Contact name and email addresses are important.
- Enter the enrollment as shown in the grade level breakdowns.
- **The Insured and the Licensed Agent are required to sign the application in order to bind.**
- Please send the completed application to SMIC prior to the new policy effective date. Completed and signed (insured and agent) applications may be emailed to bind coverage to [dawn.voss@amwins.com](mailto:dawn.voss@amwins.com) or faxed to (715) 344-6126.
- If mailing, the original application should be mailed to: **Special Markets Insurance Consultants, Inc., 1055 Main Street, Suite 101, Stevens Point, WI 54481.**

If we do not receive a bind request prior to the expiration date, coverage will terminate and this letter serves as Notice.

Please contact Special Markets at (800) 727-7642 ext 6103 if you should have any questions.

Thank you for placing your clients’ insurance coverage with Special Markets.

Sincerely,

**SPECIAL MARKETS INSURANCE CONSULTANTS, INC.**

A permanent, easy to locate link to [www.k12specialmarkets.com](http://www.k12specialmarkets.com) must be placed on the district’s website.

## SCHEDULE OF BENEFITS

Maximum Benefit	GOLD	SILVER	BRONZE
School-Time Option	\$100,000	\$75,000	\$50,000
24-Hour Option	\$100,000	\$75,000	\$50,000
Football	\$100,000	\$75,000	\$50,000
<b>Deductible</b>	\$0	\$0	\$0
Injuries Involving Motor Vehicles	\$10,000	\$10,000	\$10,000
Death Benefit	\$10,000	\$10,000	\$10,000
Single Dismemberment Benefit	\$5,000	\$5,000	\$5,000
Double Dismemberment Benefit	\$10,000	\$10,000	\$10,000
<b>Loss Period</b> (Treatment must begin within _____ days of injury)	60	60	60
<b>Benefit Period</b>	One Year	One Year	One Year
<b>Coverage</b>	Primary for first \$100 per claim; full excess after		
<b>Hospital/Facility Services</b>			
<b>Inpatient</b>			
Hospital Room and Board (Semi Private Room)	100% RE	100% RE	80% RE / \$200 Max Per Day
Hospital Intensive Care	100% RE	100% RE	80% RE / \$200 Max Per Day
Inpatient Hospital Miscellaneous	\$10,000 Maximum	\$7,500 Maximum	\$5,000 Maximum
<b>Outpatient</b>			
Free-standing Ambulatory Surgical Facility	\$2,000 Maximum	80% to \$1,000 Max	\$500 Maximum
Outpatient Hospital Miscellaneous-(except physician services and x-rays paid as below)	\$750 Maximum	80% to \$500 Max.	\$250 Maximum
Emergency Room Physician	\$75 Maximum	\$50 Maximum	\$50 Maximum
Hospital Emergency Room	\$500 Maximum	80% RE to \$350	80% RE to \$150
<b>Physician's Services</b>			
<b>Surgical</b>	80% RE/\$3,000 Max	80% RE/\$2,000 Max	80% RE/\$1,000 Max
Assistant Surgeon	25% of Surg. Benefits	25% of Surg. Benefits	25% of Surg. Benefits
Anesthesiologist	25% of Surg. Benefits	25% of Surg. Benefits	25% of Surg. Benefits
Physician's Outpatient Treatment in connection with Physical Therapy and/or Spinal Manipulation	\$75/visit/5 visits Max.	\$40/visit/5 visits Max.	\$25/visit/5 visits Max.
Physician's Non-surgical Treatment (Except as above)	\$60/Per Day	\$500 Maximum	\$25/Per Day
<b>Other Services</b>			
Registered Nurses' Services	100% RE	100% RE	80% RE
Prescriptions - outpatient	100% RE	100% RE	80% RE
X-rays, includes interpretation - outpatient	\$300 Maximum	\$250 Maximum	\$200 Maximum
Diagnostic Imaging (MRI, CAT Scan, etc) includes interpretation	\$1,000 Maximum	\$750 Maximum	\$300 Maximum
Ground Ambulance	\$500 Maximum	\$400 Maximum	\$200 Maximum
Air Ambulance	\$1,500 Maximum	\$1,000 Maximum	\$400 Maximum
Durable Medical Equipment (includes Orthopedic Braces & Appliances)	\$500 Maximum	\$300 Maximum	\$150 Maximum
Dental Treatment to sound, natural teeth due to covered injury.	\$2,000 Maximum	\$1,500 Maximum	\$1,000 Maximum
Replacement of eyeglasses, hearing aids, contact lenses, if medical treatment is also received for the covered injury.	\$700 Maximum	\$500 Maximum	\$150 Maximum

**GERBER LIFE INSURANCE COMPANY**  
1311 Mamaroneck Avenue, White Plains, New York 10605

**Blanket Accident Insurance Application**

Name of Policyholder Jersey Shore Area School District Policy Number \_\_\_\_\_  
(as it should appear on the Policy)

Mailing Address 175 A&P Drive Jersey Shore PA 17740  
(City) (State) (Zip Code)

Insurance Contact Name Ben Enders Title Business Manager

Phone 570-398-5050 Fax 570-398-5089 Email Address benders@jsasd.org

Policy Effective Date\* 1st Day of School Year 2020 Policy Expiration Date 1<sup>st</sup> Day of the Following School Year  
(\*This will be the effective date if enrollment form and premium are received)

Date of First School Year Activity 8/27/2020 Date of Last Day of School 6/4/2021

Date of First Day of Football 8/10/2020 Date of Last Day of Football 11/9/2020

Date of the 1st Day of the Following School Year Unknown

Coverage under the Optional School-Time Accident Coverage, the Optional 24-Hour Accident Coverage and the Optional 24-Hour Dental Coverage starts on the date of premium receipt but not before the start of the school year. Optional School-Time Accident Coverage ends at the close of the regular nine-month school term, except while the student is attending academic classroom sessions exclusively sponsored and solely supervised by the School during the summer. Optional 24-Hour Accident and Dental Coverage ends when school reopens for the following school year. Optional Football Coverage begins on the date of premium receipt and ends on the last day of practice or competition.

**Covered Activities and Rates**

**OPTIONAL VOLUNTARY PURCHASES COVERAGES – PLAN GOLD, PLAN SILVER OR PLAN BRONZE ONLY**

(Paid for by the Student or Parent per year. A link will be provided for on-line enrollment)

School Time w/ Sports No FTB  24Hour w/ Sports No FTB  Football  Spring Football  Dental

Number of Students: PreK-8 \_\_\_\_\_ 9-12 \_\_\_\_\_

Please mail application to: **Special Markets Insurance Consultants, Inc.**  
**1055 Main Street, Suite 101**  
**Stevens Point, WI 54481**

We hereby enroll with Gerber Life Insurance Company for the plan(s) of insurance selected. We understand that insurance will be in force if this application is accepted by the Company, and the required premium is received by the Company when due. We represent that the information contained in this application is true and correct and forms the basis of the requested insurance.

\_\_\_\_\_  
Signature of Official Authorized to Contract for the Policyholder **Benjamin J. Enders, Business Manager**  
Printed Name Date Signed

Local/Regional Licensed Agency	
Agency Name: _____	Representative Name: _____
Address: _____	City, State, Zip: _____
Phone Number: _____	Email Address: _____
Signature: _____ (Licensed Agent)	Date: _____

## **Fraud Statement**

**For residents of Arkansas, Louisiana and West Virginia:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For residents of Colorado:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

**For residents of the District of Columbia: WARNING:** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**For residents of Florida:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**For residents of Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**For residents of Maine, Tennessee, Virginia and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

**For residents of Maryland:** Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For residents of New Jersey:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

**For residents of New Mexico:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

**For residents of New York:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**For residents of Ohio:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**For residents of Oklahoma: WARNING:** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**For residents of Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.





## Letter of Agreement

The West Branch Drug and Alcohol Abuse Commission agrees to provide the following to the Jersey Shore Area School District's Student Assistance Program for the period of two (2) school years, starting September 1, 2020 until June 30, 2022.

- The Commission will provide a staff person for the purposes of technical assistance to serve as a liaison member to the Student Assistance Team. If you would like us to attend meetings, we will need to be provided with a schedule. Schedules permitting, the following Case Manager has been designated as the liaison for the specified schools:
  - \* **Ms. Deanna Drick- Jersey Shore Middle and High Schools**
- Attendance at a minimum of two (2) SAP Core Team Meetings per month has been deemed best practice. Availability of staff and resources permitting, The Commission is committed to meeting this standard to the best of its ability. The liaison will also be available for phone consultation as needed as will Ms. Danielle Hardy as Prevention Program Specialist for The Commission.
- Jersey Shore Area School District agrees to provide a primary contact person for each school served by The Commission in support of the Student Assistance Program. The following administrators have been designated as the primary contact person for each respective school as noted below:
  - \* **Principal Keith Veldhuis- Jersey Shore Middle School**
  - \* **Principal Steven Keen- Jersey Shore High School**
- The Commission will provide drug and alcohol assessments for students who are referred by the Student Assistance Team due to suspected drug and alcohol problems. Assessments will be provided free of charge and will be conducted at the school upon request. The Student Assistance Team will agree to provide The Commission with pertinent identifying information, as well as any other relevant information, that is needed prior to the assessment. The school will also provide a confidential location for the assessment to be conducted and will also agree to adhere to all state and federal confidentiality regulations as outlined in the following: FERPA, The Hatch Act; 22 PA Code, Chapter 12; Act 42, Chapter 59; 4 PA Code 255.5; Federal Code 42 CFR, Part 2; and HIPAA. Likewise, records will be maintained in accordance with regulations of The Pennsylvania Department of Education and The Pennsylvania Department of Drug and Alcohol Programs respectively.
- Should any concerns arise concerning the provision of services as outlined in this agreement, they will be directed to Ms. Danielle Hardy.
- Executive Order 1998-4 established an interagency committee in Pennsylvania to examine issues relative to implementing the Federal Individuals with Disabilities Education Act (IDEA) of 1997. One of the outcomes of that effort

was the development of a Memorandum of Understanding (MOU) to outline roles and responsibilities, among other things, of the various agencies in implementing the act. In December of 1999, the Departments of Education, Public Welfare, Labor and Industry and Health executed the MOU.

Pursuant to the MOU, the Pennsylvania Department of Drug and Alcohol Programs is requesting that local drug and alcohol service providers make available a contact person for information and referrals related to drug and alcohol services and their relationship to IDEA. The intent of this Letter of Agreement is to inform the Jersey Shore Area School District that staff of The West Branch Drug and Alcohol Abuse Commission are available to serve in this capacity. This agreement shall be in effect for the period of two (2) school years, starting September 1, 2020 to June 30, 2022.

 9/26/2020

Shea Madden  
Executive Director

Date

 7/27/20

Superintendent

Date

**QUALIFIED SERVICE  
ORGANIZATION AGREEMENT**

West Branch Drug & Alcohol Abuse Commission (The Commission) and the  
Jersey Shore Area School District

hereby enter into a qualified service organization agreement, whereby The Commission agrees to provide **assessment and referral services**.

Furthermore, The Commission:

(1) acknowledges that in receiving, storing, processing, or otherwise dealing with any information from the Program about the patients in the Program, it is fully bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2; and

(2) undertakes to resist in judicial proceedings any effort to obtain access to information pertaining to patients otherwise than as expressly provided for in the federal confidentiality regulations, 42 C.F.R. Part 2.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.



Shea Madden  
Executive Director  
West Branch Drug & Alcohol  
Abuse Commission  
213 West Fourth Street  
Williamsport, PA 17701



Superintendent

## **LETTER OF AGREEMENT STUDENT ASSISTANCE PROGRAM SERVICES**

This Letter of Agreement is between the **Lycoming-Clinton Joinder Board (LCJB)**, located at 200 East Street, Sharwell Building, Williamsport, PA, 17701 and the **Jersey Shore Area School District (District)**, located at 175 A&P Drive, Jersey Shore, PA, 17740. Both parties agree to cooperate in providing services for the Student Assistance Program.

### **SECTION A: Provider Agency Responsibilities**

The **Lycoming-Clinton Joinder Board (LCJB)** agrees to adhere to all related Federal, State and Local laws pertaining to the delivery of mental health services and any other statutory or regulatory provisions pertaining to the Student Assistance Program (SAP). Additional responsibilities of the SAP liaison provider agency include:

1. The **LCJB** agrees to appoint a representative to attend and participate in the previously established SAP County Coordination Team meetings that will be held periodically throughout the year.
2. The **LCJB** agrees to designate a qualified liaison (bachelor's level minimum) to provide SAP mental health liaison services to the **District** as outlined in Section A of this Letter of Agreement. The SAP liaison will act as an ad hoc member of the building's Student Assistance Program Core Team (hereinafter referred to as the SAP team). The SAP liaison will attend the scheduled core team meetings for the purpose of consultation, recommendations, referrals, case management and follow-up services.
3. The SAP liaison will provide site-based student screenings/assessments for mental health treatment if recommended by the SAP team and parent/guardian permission is secured or arrange for an assessment if recommended by the SAP team and parent/guardian permission is secured. The SAP liaison will secure releases of information from the student/parent/guardian prior to disclosing information to agencies that may be involved in handling a referral.
4. The SAP liaison will provide referral information for identified students. Referral information should include identification of agencies and/or resources that could serve the needs of identified students and their families. The SAP liaison may assist the identified student and/or family in linking up with the appropriate services.
5. The SAP Liaison will provide postvention assistance to core teams, students, family, and faculty with significant events that would adversely affect the school and community (i.e. student death or other tragic event) as needed/requested by the **District**.
6. The SAP liaison will provide technical assistance to core teams regarding best practices for SAP as per State standards and guidelines.
7. The SAP liaison will provide crisis response consultation via phone while not in the building and on site during scheduled times available in the **District**.

8. The SAP liaison will provide aftercare services for identified students that have returned to the school following treatment. This may include assistance in aftercare planning.
9. The SAP liaison will assist with faculty in-service and student orientation within the limits of staff availability.
10. The SAP liaison will provide educational resources to school personnel, students, families, and community as requested and within the limits of staff availability.
11. The SAP liaison will facilitate or participate in core team maintenance.
12. The SAP liaison will consult with schools around strategies for engaging parents in the SAP process.
13. The SAP liaison will provide technical assistance to the District for policy development in areas related to his/her field of expertise.

#### **SECTION B: School District Responsibilities**

The Jersey Shore Area School District (District) agrees to comply with all related Federal, State, and Local laws pertaining to the delivery of mental health services within school districts, including, but not limited to, the Family Education Rights and Privacy Act (FERPA) and the Protection of Pupil Rights. The District also agrees to provide a SAP team that complies with the BEC 24 P.S. 15-1547 for membership, training, common planning times, and ongoing maintenance. Additional responsibilities of the District include:

1. The District will appropriate a safe and private space in the school where the SAP liaison can provide services; provide for secure storage of student records, and adhere to SAP confidentiality provisions.
2. The District will provide copies of their alcohol, tobacco, and other drug policy, suicide/mental health crisis policy, school calendar, a schedule of special activities, and any other school policies, which may affect Student Assistance Program services.
3. The District will provide family and community education on the Student Assistance Program.
4. The District will provide faculty, pupil personnel and student orientation to the Student Assistance Program that includes staff, services, and referral procedures.
5. The District will provide release time as established by the core team for referred students. Release time shall coincide with the normal school day and will be designed so that instructional time is not abused.
6. The District will contact parents or guardians of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.

7. The District will submit data (on-line reporting) regarding the Student Assistance Program as requested to the Departments of Health, Education, and Human Services.
8. The District will appoint a representative from Central Office, along with the Building Administrator(s) or designee(s), to attend and participate in the established SAP County Coordination Team and/or SAP District Council Meetings that will be held within the school year.

### **SECTION C: Records**

**Provider Agency (LCJB) and District (Jersey Shore) agree to the following regarding records:**

All records generated by the District's Student Assistance Team, with respect to individual students, are records of the District; the retention and disclosure of which shall be governed by the policies of the District and applicable Federal laws which include:

**FERPA (Family Education Rights and Privacy Act of 1974) and HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations should govern procedures regarding any records developed from agency screenings or assessments.**

**FERPA, amended in 2002 provides parental rights to inspect, review, amend and control disclosure form a child's school record.**

**HIPAA is a Federal mandate that requires safeguards that protects health information and provides guidelines for disclosing protected information. HIPAA is designed to regulate the exchange of confidential and sensitive information. It requires providers of health care services, including behavioral health providers to keep information secure and available only to authorized personnel by defining standards and methods that will safeguard information**

**Protection of Pupil Rights Law (HATCH Amendment 2002) (BEC 20 USC 1232h) which states that "...No student shall be required, as part of any program, to submit to a survey, analysis, or evaluation that reveals information concerning ... Mental and/or psychological problems... without the consent of the parent."**

**When a student has been referred to a liaison designated by the LCJB for screening/or assessment, the records generated become the property of the LCJB and are regulated by the applicable Mental Health laws (PA Code Title 55) which requires parental consent for release of information when the child is under the age of 14; for Drug and Alcohol (42 CFR Part 2, Chapter 1) which states that it is the minor patient (student) of a Drug and Alcohol facility or program that controls the release of records and that the minor can receive Drug and Alcohol treatment without the consent of his or her parents.**

### **SECTION D: Conflict Resolution Process**

**Should there be a conflict between the Core Team and services provided by LCJB; the conflict resolution process should work through the levels as follows:**

- Step 1. Members of the Core Team and LCJB SAP Liaison meet to discuss conflict.

- Step 2. School Building Administrator, County Mental Health Administrator meet.
- Step 3. Chief School Administrator/Superintendent, Office of Mental Health Community Program Manager and Pennsylvania Network for Student Assistance Services' Regional Coordinator meet.
- Step 4. Commonwealth SAP Interagency Committee meets.

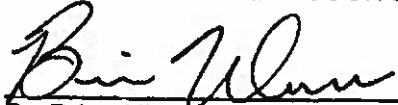
Note: The personnel indicated at each step do not preclude the inclusion of other individuals involved with the Student Assistance Program.

**SECTION E: Agreement Terms**

As a result of this agreement, SAP liaisons, are school officials and thus have a legitimate educational interest in participating as full members of the SAP Team.

Effective dates of this agreement are July 1, 2020 through June 30, 2021 and continued from year to year unless either party requests to amend or terminate the Agreement. Should either party choose to be released from this agreement, written notification must be made within thirty (30) days of termination to all parties whose signatures appear on this document. This agreement can be amended by mutual agreement of both parties.

**JERSEY SHORE AREA SCHOOL DISTRICT**



Dr. Brian Ulmer, Superintendent

**LYCOMING-CLINTON JOINDER BOARD**



Keith A. Wagner, Executive Director  
Joinder Board Secretary

Date:

7/27/20

Date:

7/16/20

**ADDENDUM**

WHEREAS, the parties hereto, entered into a Contract in the form attached hereto concerning the development and coordination of transportation procedures for children in the legal and physical custody of the Clinton County Children and Youth Agency to and from school; and

WHEREAS, the term of the Contract is incorrectly stated in the attached Contract.

NOW THEREFORE, the parties hereto, intending to be legally bound, agree as follows:

1. Paragraph 1 of the Contract attached hereto and incorporated herein by reference is amended to be as follows: The term of this Contract shall be from July 1, 2019 to December 31, 2021.
2. In all other respects and except as expressly herein amended, the attached Contract remains in full force and effect.

PROVIDER:

CLINTON COUNTY

JERSEY SHORE AREA SCHOOL DISTRICT

Signature

Miles D. Kessinger, III, Chairman

7/23/20

Date

Print Name and Title

Jeffrey A. Snyder, Vice Chairman

7/23/2020

Date

Signature

Angela Harding, Commissioner

7/23/2020

Date

Print Name and Title

Date

ATTEST:

Jann R. Meyers, Chief Clerk





Book	Board Policy Manual
Section	200 Pupils
Title	Hazing
Code	247
Status	
Legal	<ol style="list-style-type: none"> <li>1. 18 Pa. C.S.A. 2802</li> <li>2. 18 Pa. C.S.A. 2803</li> <li>3. 18 Pa. C.S.A. 2804</li> <li>4. 18 Pa. C.S.A. 2808</li> <li>5. 18 Pa. C.S.A. 2806</li> <li>6. 18 Pa. C.S.A. 2801</li> <li>7. 24 P.S. 511</li> <li>8. 18 Pa. C.S.A. 2301</li> <li>9. Pol. 122 - Extracurricular Activities</li> <li>10. Pol. 123 - Interscholastic Athletics</li> <li>11. Pol. 103 - Discrimination/Title IX Sexual Harassment Affecting Students</li> <li>12. Pol. 103.1 - Non - Discrimination - Qualified Students with Disabilities</li> <li>13. 18 Pa. C.S.A. 2810</li> <li>14. 24 P.S. 1303-A</li> <li>15. 22 PA Code 10.2</li> <li>16. 35 P.S. 780-102</li> <li>17. 24 P.S. 1302.1-A</li> <li>18. 22 PA Code 10.21</li> <li>19. 22 PA Code 10.22</li> <li>20. Pol. 805.1 - Relations with Law Enforcement Agencies</li> <li>21. 22 PA Code 10.25</li> <li>22. Pol. 218 - Student Discipline</li> <li>23. Pol. 233 - Suspension and Expulsion</li> <li>24. Pol. 317 - Conduct/Disciplinary Procedures</li> <li>18 Pa. C.S.A. 2801 et seq</li> <li>22 PA Code 10.23</li> <li>Pol. 113.1 - Discipline of Student with Disabilities</li> <li>Pol. 916 - Volunteers</li> </ol>

## **Purpose**

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

## **Definitions**

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[1]

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, bodily injury shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, serious bodily injury shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

### **Authority**

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][Z][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

### **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

### **Delegation of Responsibility**

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

### **Guidelines**

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of distribution of written policy and publication in handbooks.

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[Z]

### **Complaint Procedure**

A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits

review and possible action under other Board policies.

### **Interim Measures/Police**

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

### ***Referral to Law Enforcement and Safe Schools Reporting Requirements -***

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[15][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[14][20]

### **Confidentiality**

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

### **Retaliation**

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

### **Consequences for Violations**

### *Safe Harbor –*

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law. [13]

### *Students –*

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline. [4][7][13][22][23]

### ***Nonstudent Violators/Organizational Hazing -***


If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment. [24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

### *Criminal Prosecution –*

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution. [4]

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Book	Board Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249
Status	
Legal	<ol style="list-style-type: none"> <li>1. 24 P.S. 1303.1-A</li> <li>2. Pol. 103 - Dis crimination/Title IX Sexual Harrassment Affecting Students</li> <li>3. Pol. 103.1 - Nondiscriminaton - Qualified Students with Disabilities</li> <li>4. Pol. 218 - Student Discipline</li> <li>5. 22 PA Code 12.3</li> <li>6. 20 U.S.C. 7118</li> <li>7. 24 P.S. 1302-A</li> <li>8. Pol. 236 - Student Assistance Program</li> <li>9. Pol. 233 - Suspension and Expulsion</li> </ol> <p>Pol. 113.1 - Discipline of Students with Disabilities</p>

### **Purpose**

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

### **Definitions**

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

**Authority**

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

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

**Title IX Sexual Harassment and Other Discrimination**

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[2][3]

**Confidentiality**

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

**Retaliation**

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

**Delegation of Responsibility**

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

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

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:[1]

1. Board's Bullying Policy.
2. Report of bullying incidents.

3. Information on the development and implementation of any bullying prevention, intervention or education programs.

### **Guidelines**

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]

### **Education**

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

### **Consequences for Violations**

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[1][4][9]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Referral to law enforcement officials.

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Book	Board Policy Manual
Section	200 Pupils
Title	Dating Violence
Code	252
Status	
Legal	<ol style="list-style-type: none"> <li>1. 24 P.S. 1553</li> <li>2. Pol. 218 - Student Discipline</li> <li>3. Pol. 103 - Discrimination/Title IX Sexual Harassment Affecting Students</li> <li>4. Pol. 103.1 - Nondiscrimination - Qualified Students with Disabilities</li> <li>5. 71 P.S. 611.13</li> <li>6. Pol. 105.1 - Review of Instructional Materials by Parents/Guardians and Students</li> <li>7. Pol. 105.2 - Exemption from Instruction</li> </ol> <p>22 PA Code 12.12</p> <p>20 U.S.C. 1232g</p>

### **Purpose**

The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

### **Definitions**

Dating Partner shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.[1]

Dating Violence shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.[1]

### **Authority**

The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.[2]

### **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

[3][4]

## **Guidelines**

### Complaint Procedure

When a student believes that they have been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the building principal, guidance counselor or classroom teacher.

The building principal shall conduct a timely, impartial, and comprehensive investigation of the alleged dating violence.

The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. The complainant and the accused shall be informed of the outcome of the investigation.[1]

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.[1][2]

The district shall document the corrective action taken and, where not prohibited by law, inform the complainant.

This policy on dating violence shall be:[1]

1. Published in the Code of Student Conduct.
2. Published in the Student Handbook.
3. Made available on the district's website, if available.
4. Provided to parents/guardians.

### Dating Violence Training

The district may provide dating violence training to guidance counselors, nurses, and mental health staff at the high school as deemed necessary. At the discretion of the Superintendent, parents/guardians and other staff may also receive training on dating violence.[1]

### Dating Violence Education


The district may incorporate age-appropriate dating violence education into the annual health curriculum framework for students in grades nine through twelve. The district shall consult with at least one (1) local domestic violence program or rape crisis program when developing the educational program.[1][5]

A parent/guardian of a student under the age of eighteen (18) shall be permitted to examine the instructional materials for the dating violence education program.[1][6]

At the request of the parent/guardian, the student may be excused from all or part of the dating

violence education program.[1][7]

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Book	Board Policy Manual
Section	300 Employees
Title	Educator Misconduct
Code	317.1
Status	
Legal	<ol style="list-style-type: none"> <li>1. 22 PA Code 235.1 et seq</li> <li>2. 24 P.S. 2070.1a</li> <li>3. 24 P.S. 2070.1b</li> <li>4. 23 Pa. C.S.A. 6303</li> <li>5. 24 P.S. 2070.9a</li> <li>6. Pol. 806 - Child Abuse</li> <li>7. 24 P.S. 111</li> <li>8. Pol. 317 - Conduct/Disciplinary Procedures</li> <li>9. 24 P.S. 2070.9c</li> <li>10. 24 P.S. 2070.11</li> <li>11. 24 P.S. 2070.17b</li> <li>12. 24 P.S. 2070.17a</li> <li>23 Pa. C.S.A. 6301 et seq</li> <li>24 P.S. 2070.1a et seq</li> </ol>

### **Purpose**

The Board adopts this policy to promote the integrity of the education profession and to create a climate within district schools that fosters ethical conduct and practice.

### **Authority**

The Board requires certificated district employees to comply with the Code of Professional Practice and Conduct and the requirements of the Educator Discipline Act.[1][2]

### **Definitions**

Educator - shall mean a person who holds a certificate.[3]

Certificate - shall mean any Commonwealth of Pennsylvania certificate, commission, letter of eligibility or permit issued under the School Code.[3]

Sexual Abuse or Exploitation - shall mean any of the following:[4]

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:
  - a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.
  - b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.
  - c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.
  - d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.
2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Sexual Misconduct - any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or student that is designed to establish a romantic or sexual relationship with the child or student, such acts include but are not limited to:[3]

1. Sexual or romantic invitation.
2. Dating or soliciting dates.
3. Engaging in sexualized or romantic dialog.
4. Making sexually suggestive comments.
5. Self-disclosure or physical disclosure of a sexual or erotic nature.
6. Any sexual, indecent, romantic or erotic contact with a child or student.

### **Delegation of Responsibility**

### **Duty to Report**

The Superintendent or designee shall report to the Pennsylvania Department of Education on the required form, within fifteen (15) days of receipt of notice from an educator or discovery of the incident, any educator:[5]

1. Who has been provided with notice of intent to dismiss or remove for cause, notice of removal from eligibility lists for cause, or notice of intent not to reemploy for cause;
2. Who has been arrested or convicted of any crime that is graded a misdemeanor or felony;
3. Against whom there are any allegations of sexual misconduct or sexual abuse or exploitation involving a child or student;
4. Where there is reasonable cause to suspect that s/he has caused physical injury to a child or student as the result of negligence or malice;
5. Who has resigned or retired or otherwise separated from employment after a school entity has received information of alleged misconduct under the Educator Discipline Act;

6. Who is the subject of a report filed by the school entity under 23 Pa. C.S. Ch. 63 (relating to child protective services); and[6]
7. Who the school entity knows to have been named as a perpetrator of an indicated or founded report under 23 Pa. C.S. Ch. 63.

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.[5]

All reports submitted to the Pennsylvania Department of Education shall include an inventory of all information, including: documentary and physical evidence in possession or control of the school relating to the misconduct resulting in the report.[5]

An educator who is arrested or convicted of a crime shall report the arrest or conviction to the Superintendent or designee, within seventy-two (72) hours of the occurrence, in the manner prescribed in Board policy.[5][7][8]

Failure to comply with the reporting requirements may result in professional disciplinary action.[9]

## **Guidelines**

### **Investigation**

School officials shall cooperate with the Pennsylvania Department of Education during its review, investigation, or prosecution, and shall promptly provide the Pennsylvania Department of Education with any relevant information and documentary and physical evidence upon request.[10]

Upon receipt of notification in writing from the Pennsylvania Department of Education, the Superintendent or designee shall investigate the allegations of misconduct as directed by the Department and may pursue its own disciplinary procedure as established by law or by collective bargaining agreement.[10]

Within ninety (90) days of receipt of notification from the Pennsylvania Department of Education directing the school district to conduct an investigation (extensions may be requested), the Superintendent or designee shall report to Department the outcome of its investigation and whether it will pursue local employment action. The Superintendent or designee may make a recommendation to the Department concerning discipline. If the district makes a recommendation concerning discipline, it shall notify the educator of such recommendation.[10]

### **Title IX Sexual Harassment and Other Discrimination**

**Whenever the allegations underlying a report of educator misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of educator misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of educator misconduct.[11][12]**

### **Confidentiality Agreements**

The district shall not enter into confidentiality or other agreements that interfere with the mandatory reporting requirement. [10]

### **Confidentiality**

Except as otherwise provided in the Educator Discipline Act, all information related to any complaint, any complainant, or any proceeding related to discipline **under the Educator Discipline Act** shall remain confidential unless or until public discipline is imposed. [11]

### **Immunity**

Any person who, in good faith, files a complaint or report, or who provides information or cooperates with the Pennsylvania Department of Education or Professional Standards and Practices Commission in an investigation or proceeding shall be immune from civil liability. The district also is immune from civil liability for the disclosure of information about the professional conduct of a former or current employee to a prospective employer of that employee. [12]



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

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 school district's publicly accessible internet website for a minimum of twenty-eight (28) days.[1][2][3][4]

### **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 school district's publicly accessible internet website for a minimum of twenty-eight (28) days.[1][4][5]

### **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 school district's publicly accessible internet website for a minimum of twenty-eight (28) days.[1][6][7]

### **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 school district's publicly accessible internet website for a minimum of twenty-eight (28) days.[1][8][9]

### **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 school district's publicly accessible internet website for a minimum of twenty-eight (28) days.[10][11][1]

### **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 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. 22 PA Code 4.11</li> <li>2. 22 PA Code 4.12</li> <li>3. 22 PA Code 4.3</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> <p>22 PA Code 4.4</p>

### **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]



Book	Board Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Students
Code	103
Status	Active

## 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. 24 P.S. 1301
6. 24 P.S. 1310
7. 24 P.S. 1601-C et seq
8. 24 P.S. 5004
9. 43 P.S. 951 et seq
10. 20 U.S.C. 1681 et seq
11. 34 CFR Part 106
12. 29 U.S.C. 794
13. 42 U.S.C. 12101 et seq
14. 42 U.S.C. 1981 et seq
15. 42 U.S.C. 2000d et seq
16. U.S. Const. Amend. XIV, Equal Protection Clause
17. Pol. 103.1 - Nondiscrimination - Qualified Students with Disabilities
18. Pol. 113.1 - Discipline of Students with Disabilities
19. Pol. 218 - Student Discipline
20. Pol. 233 - Suspension and Expulsion
21. Pol. 317 - Conduct/Disciplinary Procedures
22. Pol. 806 - Child Abuse
23. Pol. 113.2- Behavior Support
24. Pol. 113.3 - Screening and Evaluations for Students with Disabilities
25. 20 U.S.C. 1232g
26. 34 CFR 106.44
27. 34 CFR 106.45
28. 34 CFR 106.71
29. 34 CFR Part 99
30. 34 CFR 106.30
31. Pol. 113 - Special Education
32. 34 U.S.C. 12291
33. 20 U.S.C. 1092
34. 34 CFR 106.8
35. Pol. 150
36. Pol. 317.1 - Educator Misconduct
- 18 Pa. C.S.A. 2709
- 20 U.S.C. 1400 et seq
- 28 CFR Part 41

Adopted September 8, 2008

Last Revised August 24, 2020

### **Authority**

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

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

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

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.[18][19][20][21]

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

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

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

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

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



A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[22]

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

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

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

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

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

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in Attachment 3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.[18][20][23][24]

**When an emergency removal, as described in Attachment 3, is warranted to address an immediate threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable.[18][19][20][23]**

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

### **Confidentiality**

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, the attachments and the district's legal and investigative obligations.[25][26][27][28][29]

### **Retaliation**

The Board prohibits retaliation by the district or any other person against any person for: **[28]**

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

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

### **Definitions**

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

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

### **Discrimination**

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

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

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

### **Definitions Related to Title IX Sexual Harassment**

Formal complaint shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. **[27][30]**

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. **[30]**

Supportive measures shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[30]

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

Supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.[17][18][23][24][31]

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:[30]

1. A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo sexual harassment*.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
3. Sexual assault, dating violence, domestic violence or stalking.
  - a. *Dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[32]
    - i. Length of relationship.
    - ii. Type of relationship.
    - iii. Frequency of interaction between the persons involved in the relationship.

- b. *Domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[32]
- c. *Sexual assault* means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[33]
- d. *Stalking*, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:
  - i. Fear for their safety or the safety of others.
  - ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[26][27][30]

### **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 [34]

Director of Pupil Services as the district's Compliance Officer and Human Resources and Athletic Director as the district's Title IX Coordinator.

The Compliance Officer can be contacted at:

Address: 175 A & P Drive, Jersey Shore, PA 17740

Email: [mleedy@jsasd.org](mailto:mleedy@jsasd.org)

Phone Number: 570-398-5250

The Title IX Coordinator can be contacted at:

Address: 175 A & P Drive, Jersey Shore PA

Email: [lklose@jsasd.org](mailto:lklose@jsasd.org) or [shenry@jsasd.org](mailto:shenry@jsasd.org)

Phone Number: 570-398-5054 or 570-979-6526

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

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

## **Guidelines**

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

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

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

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

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

### **Disciplinary Consequences**

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to:[18][19][20]

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

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[21][36]


### **Reports of Discrimination**


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

### **Reports of Title IX Sexual Harassment**


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

**PSBA Revision 7/20 © 2020 PSBA**

 103-Attach 1 Report Form.pdf (161 KB)

 103-Attach 2 Discrimination.docx (40 KB)

 103-Attach 3 Title IX.docx (77 KB)

 103-Attach 4 ConfidentialityTemplateLetter.docx (21 KB)



Book	Board Policy Manual
Section	100 Programs
Title	Nondiscrimination - Qualified Students with Disabilities
Code	103.1
Status	Active

## 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



Adopted April 28, 2014

Last Revised August 24, 2020

### **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)



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



## Legal

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

Adopted September 8, 2008

Last Revised August 24, 2020

### **Authority**

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

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

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

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

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

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

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

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

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

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

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

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

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

#### *Administrative Leave –*

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

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

#### **Confidentiality**

Confidentiality of all parties, witnesses, the allegations, the filing of a report, and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, the attachments and the district's legal and investigative obligations. **[13][14][15][16][17]**

#### **Retaliation**

The Board prohibits retaliation by the district or any other person against any person for: **[16]**

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

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

#### **Definitions**

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

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

## **Discrimination**

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

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

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

## **Definitions Related to Title IX Sexual Harassment**

Formal complaint shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[15][18]

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[18]

Supportive measures shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[18]

1. Counseling or Employee Assistance Program.
2. Extensions of deadlines or other course-related adjustments.
3. Modifications of work or class schedules.
4. Campus escort services.
5. Mutual restrictions on contact between the parties.
6. Changes in work locations.

7. Leaves of absence.
8. Increased security.
9. Monitoring of certain areas of the campus.
10. Assistance from domestic violence or rape crisis programs.
11. Assistance from community health resources including counseling resources.

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:[18]

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

a. *Dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[19]

- i. Length of relationship.
- ii. Type of relationship.
- iii. Frequency of interaction between the persons involved in the relationship.

b. *Domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[19]

c. *Sexual assault* means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[20]

d. *Stalking*, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[19]

- i. Fear for their safety or the safety of others.
- ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and

against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus. [14][15][18]

### **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 [21]

Director of Pupil Services as the district's Compliance Officer and Human Resources and Athletic Director as the district's Title IX Coordinator.

The Compliance Officer can be contacted at:

Address: 175 A & P Drive, Jersey Shore, PA 17740

Email: [mleedy@jsasd.org](mailto:mleedy@jsasd.org)

Phone Number: 570-398-5250

The Title IX Coordinator can be contacted at:

Address: 175 A & P Drive, Jersey Shore PA

Email: [lklose@jsasd.org](mailto:lklose@jsasd.org) or [shenry@jsasd.org](mailto:shenry@jsasd.org)

Phone Number: 570-398-5054 or 570-979-6526

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

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

### **Guidelines**

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

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

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

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

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

## **Disciplinary Consequences**

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[22][23][24][25]

## **Reports of Discrimination**

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

## **Reports of Title IX Sexual Harassment**

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

**PSBA Revision 7/20 © 2020 PSBA**



104-Attach 1 Report Form.pdf (170 KB)



104-Attach 2 Discrimination.docx (40 KB)



104-Attach 3 Title IX.docx (76 KB)



**2020-21 JSASD PA Pre-K Counts  
Partnership Agreement  
All Things Bright and Beautiful Day Care**

**A. Background**

Lead Agencies are responsible for fiscal and administrative oversight, program leadership and decision-making authority relative to PA Pre-K Counts. It is the entity that responds to the Office of Child Development & Early Learning (OCDEL) requests and submits documents to OCDEL (such as the Waiver Requests and Continuous Quality Improvement Plans (CQIP)) on behalf of the Partners. The Lead Agency holds the responsibility for the Partners' compliance with PA Pre-K Counts requirements. The Lead Agency is responsible for working with its Partner(s) to develop a mutually agreed upon partnership agreement/contract.

Partner Agencies receive funding from the Lead Agency to provide pre-kindergarten programming to PA Pre-K Counts children. The partners are responsible for carrying out the requirements identified in a Partnership Agreement in a satisfactory and proper manner. The Partner(s) communicates directly with the Lead Agency.

**B. Elements of the Partnership Agreement:**

**1. Start and End Date of Partnership Agreement and Identification of Legal Partners –**

This Partnership Agreement is made as of July 1, 2020 by and between Jersey Shore Area School District located at 175 A & P Drive, Jersey Shore, PA and All Things Bright and Beautiful Day Care, located at P.O. Box 180, Avis, PA 17721

Jersey Shore Area School District contracts with All Things Bright and Beautiful Day Care to provide all services and program activities as described by the Program Requirements contained within this Partnership Agreement to up to 18 full time children and agrees to pay All Things Bright and Beautiful Day Care \$119,500.00 for the provision of tuition-free pre-kindergarten opportunities for eligible children from August 24, 2020 until June 1, 2021, or after, if snow make-up days need to be used, for agreed upon services listed in this agreement.

- a. **Length of Day and Program Year** –This will be a program for a minimum of 5.5 hours per day, for a minimum of 180 days per year. Thirty (30) minutes of the day is for lunch. Student days are on attached calendar.
- b. **Standards-Based Curriculum** – The curriculum used in the Pre-K Counts classroom must be aligned with the Early Learning Standards established by the Pennsylvania Department of Education.
- c. **Class Size and Student/Teacher Ratios**- PA Pre-K Counts programs must have a student/teacher ratio of no more than 20 students for one teacher and one teacher aide in a classroom, that is, 2 adults in a classroom for every 20 students. If the classroom has 10 or fewer 3 and 4 year olds, it must have one highly qualified teacher and a secondary person available in the facility. The secondary person must meet the requirements for a PA Pre-K Counts teacher's aide.

- d. Staffing Qualifications** – The lead teacher in each PA Pre-K Counts classroom must possess a Pennsylvania early childhood education certification.

Teacher Aide qualifications for all providers must meet one of the following criteria:

- Completion of at least 2 years postsecondary study, or
- Possession of an associate’s degree or higher, or
- Child Development Associate (CDA), or
- Ability to meet rigorous standards of quality and demonstration of knowledge in and the ability to assist a teacher in instructing reading, writing and mathematics.

- e. On-Going Professional Development** – PA Pre-K Counts providers are encouraged to create and implement plans for professional development that are specific to pre-kindergarten. The Lead Agency and Partner(s) should work together to develop a professional development plan that meets, at a minimum, the requirements outlined in ACT 48. Act 48 requires all professional educators to acquire 6 credits/180 hours /a combination of PD hours/credits equivalent to 180 hours every 5 years to maintain an active certificate.

Teacher Aides must have at least 24 hours of continuing professional development each year.

- f. Meals and Snacks** – PA Pre-K Counts requires a meal for a half day program and a snack and one or more meals for a full-day program.

- g. Transitioning Activities** - Transition of students into the PA Pre-K Counts Program and from PA Pre-K Counts into Kindergarten must include specific and mindful activities.

- h. Parental Involvement** – Requirements for the plan for Parent Involvement and shall include at a minimum: joint staff & parent planning process, establishment of policies that support parental involvement, role for parents in evaluating program success, system for reporting child’s progress, recognition of parents’ critical role and parent education activities.

- i. Develop and Implement a Comprehensive Emergency Response Plan.** All PA Pre-K Counts providers must develop their plan in cooperation with the local Emergency Management Agency and be consistent with the guidelines developed by the Pennsylvania Emergency Management agency and other pertinent state requirements. The plan must be reviewed annually and modified as necessary.

- j. Immunization Requirements** – All providers of PA Pre-K Counts funded programs must meet the immunization requirements, but are not limited to the following:

1. Within 60 days of a child’s first day of attendance in the program, the provider shall obtain a record establishing that the child has received the vaccinations recommended by the American Committee on Immunization Practices (ICIP); or
2. Receipt from a parent or guardian of a child of a written objection to the child being vaccinated on religious grounds or a physician verified medical reason of a temporary or permanent nature explaining why the child is not to be vaccinated.
3. Providers must exclude children from group activities for an additional 30 days who are not vaccinated due to a temporary medical condition, unless they have received written

confirmation from a physician or state or local health department of vaccination or continuation of the medical condition. A new verification is required every 30 days or the child may not be readmitted to the setting until the requirements are met.

- k. Screenings** – All providers of PA Pre-K Counts funded programs must provide or obtain hearing, vision, dental, and health (including mental health) screenings on all children within 60 calendar days of their first day in the classroom setting.
  - l. Waivers** – A Partner Agency is to work through the Lead Agency and the Preschool Program Specialist for advance approval of waivers. Waivers must be submitted by the Lead Agency on behalf of the Partner Agency and facilitated by the Preschool Program Specialist.
  - m. Eligibility of Children**— Eligible children must be three or four years old before September 1<sup>st</sup>. Five year olds who are eligible for kindergarten may not receive PA Pre-K Counts funding. They may be included in a PA Pre-K Counts classroom only if alternate funding is being used to support these children. This includes five-year olds participating in Early Intervention with developmental delays or disabilities who are eligible for Kindergarten.
  - n. Serve At-Risk children**– All PA Pre-K Counts providers are expected to target their PA Pre-K Counts services to children considered at-risk. An individual assessment of each child’s at-risk status prior to enrolling the child in the program is not required but OCDEL does collect regular information about the at-risk status of the children enrolled.
  - o. Participate in Development and Implementation of Enrollment Plans.** All slots allotted to the Partner Agency by the Lead Agency must be filled prior to the opening day of class and all classrooms must open no later than September 30. Full enrollment must be maintained at all times by the Partner Agency and the Partner is responsible for filling the slot with another child within 20 program days of the original child’s departure from the program. Partners must also assure Lead agencies that they will have strategies in place to maintain at least 85% attendance rate in their PA Pre-K Counts classrooms.
- 4. Coordination and Collaboration Requirements** - The PA Pre-K Counts program requires the participating providers to work in a coordinated and collaborative manner with other PA Pre-K Counts programs as well as the early childhood community and OCDEL. Lead Agencies and their Partner(s) are expected to engage in coordination and collaboration partnerships organized for the purpose of community education and outreach on early childhood education, assessing needs and resources and coordinating and developing strategies to address these issues. The PA Pre-K Counts program expectations of working with the following can be addressed:
- a. Early Intervention Programs and Services** –The coordination with the Infant and Toddlers and the Preschool Early Intervention (EI) programs to ensure a smooth transition for children coming into PA Pre-K Counts from the Infant and Toddler program and who may be receiving Preschool EI services.
  - b. Child Care Works** – All participants must confirm in the partnership agreement/contract that they will work collaboratively with their CCIS regarding building enrollment and child participation verification.
  - c. Community Engagement Groups** – PA Pre-K Counts Partnerships are strongly encouraged to

meet with the local Community Engagement Group Coordinators in order to connect with other early childhood education efforts in the community and become actively engaged in the Transitioning activities of the CEG.

- d. **“Wrap-around” Child Care services** –It is recommended that Lead and Partner Agencies work together to coordinate with programs that are providing before and after school wrap-around services in their service area for any of their enrollees.
5. **Monitoring, Program Reporting Requirements and Assurances** - Listing of program reporting requirements, identified in the Pennsylvania Pre-K Counts e-Grant Application – Program Assurances section and PA Pre-K Counts Guidance which must be adhered to by the Partner Agency. It is the Lead Agency’s responsibility to develop procedures for ongoing monitoring of Partners’ compliance with PA Pre-K Counts requirements. Lead Agencies and their Partners should meet a minimum of 4 times a year to review program operation and the Partnership Agreement.

The following areas should be addressed in this section:

- a. **Comply with all PA Pre-K Counts Monitoring Requirements** – Lead Agencies and their Partners should work cooperatively in preparation for monitoring and site visits by their assigned Preschool Program Specialist. Preschool Program Specialists will evaluate an individual program’s capacity to offer high quality Prekindergarten programs through PA Pre-K Counts by using the Program Review Instrument and supporting documents.
- b. **Develop and Submit a Continuous Quality Improvement Plan (CQIP)**- Each PA Pre-K Counts provider is responsible for developing and maintaining a CQIP for their program. Preschool Program Specialists are available to assist each program in creating their Continuous Quality Improvement Plans.
- c. **Assess the Early Learning Environment** - The Department has identified the Early Childhood Environment Rating Scale – Revised (ECERS-R) as the tool that will be used to assess the learning environment in PA Pre-K Counts classrooms. Partners must agree to allow all their PA Pre-K Counts lead teachers to participate in the ERS Foundations and ECERS-R workshops which will be offered through the Regional Keys. Partner programs must confirm that they will conduct a self assessment prior to the formal assessment from the ERS Assessor. All PA Pre-K Counts classrooms are expected to earn an average score of 5.50. Partner classrooms, where the averages score are lower than 5.50, are required to develop and implement an individual improvement plan for each sub-scale below 5.50.
- d. **Assess Student Progress may be accomplished through an approved child outcomes assessment tool.** - The Office of Child Development and Early Learning requires the use of an approved child outcomes assessment tool for the statewide measurement of child progress for PA Pre-K Counts. The Agreement must indicate that the partners will cooperate with this requirement, including training and timely data entry. The specific approved measurement tool must be identified in PELICAN.
- e. **Comply with Reporting Requirements** – Lead Agencies must be very specific in this section of the agreement/contract and spell out in detail the requirements relative to the submission of data required by OCDEL. The Partner and Lead Agency must work together to develop a process that clearly identifies who is collecting and verifying the data, who is submitting data

for each data requirement to the correct data depository, when the various data reports are to be submitted and how the information is finally submitted to OCDEL. Timely reporting is a critical issue and the parameters for collection and submission must be clearly understood and agreed upon by the Partner agencies.

The reporting requirements include:

- **Child assessment outcomes reporting** – Methods for how child outcomes data will be reported should be determined at the local level by Lead Agencies and Partner Agencies. This data is collected 3 times per year. PA Pre-K Counts Grantees will report child outcomes on or before October 15, 2020 and May 15, 2021.
  - **Enrollment reports/attendance data reports** – PELICAN System - Partners are required to submit monthly electronic enrollment/attendance reports to the Lead Agency in the required format using the PELICAN reporting system. Reports will be due by the 10th of each month, following the service month.
  - **Financial reports** – FAI System– Supporting budgetary information, including QER information, is required from the Partner(s) in order for the Lead Agency to complete mandatory, quarterly financial reporting to OCDEL. The financial information requested by the Lead Agency should be determined on the local level within the partnership with mandatory timelines for submission of data by the Partner to the Lead Agency.
  - In addition to the data requirements listed above Partner Agencies must also agree to provide the Lead Agency any data or information that is requested by OCDEL during the course of the grant.
- f. **Attend all PA Pre-K Counts Regional Meetings** – All Lead Agencies and their partner sites are required to attend PA Pre-K Counts State or Regional Meetings – Partners must agree to attend all Regional Meetings hosted by the OCDEL. Details can be found in the Pennsylvania Pre-K Counts Guidance. Required attendee is the Director, Ms. Angela Johnson.
- g. **Fees** – Lead Agencies and their partners must agree not to charge any fee to parents for PA Pre-K Counts services - It must be clearly stated in the agreement that families that enroll their children in a PA Pre-K Counts program may not be charged for any portion of the service.
- h. **Agree to Maintain Required Provider Status** - For the duration of the grant all Lead Agencies and their partners must agree to maintain their provider status. A Partner Agency that is a Child Care Center or Group Child Care Home the agreement should state that they must be at a STAR 3 level or higher beginning in July 2011 and maintain this STAR designation throughout the life of their program. The STAR level of all PA Pre-K Counts programs will be verified during the application. If a Partner loses its STAR designation it should contact the lead Agency immediately and work with the Preschool Program Specialist to remediate this situation.
- i. **Background Checks** – All Lead Agencies and their partner sites must abide by the legal requirements for staff background checks that regulate that type of provider. The Lead Agency and Partner Agency should identify the process to assure that all staff has appropriate background checks.
- j. **Classroom Content** – All Lead Agencies must assure that the content, activities and materials used in the Partner’s PA Pre-K Counts classroom is secular in nature.

- k. **Agree not to supplant funds** – Lead Agencies and their partners must agree not to supplant funds but to supplement public funds received from another source. Partners may not substitute PA Pre-K Counts dollars for public resources currently expended to provide pre-kindergarten that meet the standards of the PA Pre-K Counts program. It should be stated that Partners will avoid the use of PA Pre-K Counts funds in a way that replaces services that are currently being provided by Head Start grantees. The Agreement should specifically state that the Partner Agency will not displace existing high quality programs that are in place and serving children, such as Head Start.
  - l. **Appropriate Use of Funds** – Lead Agencies must assure that PA Pre-K Counts funds will only be used for the Partner’s PA Pre-K Counts program and classrooms. Lead agencies should identify allowable “uses” for Partner Agencies to avoid funding disallowances.
6. **Oversight and Termination** – The lead agency facilitates partnership activities and delivery of services. Technical assistance and guidance are available through the PA Pre-K Counts Coordinator, Kenneth J. Dady, Jr., Ph.D. Failure to comply with deadlines for OCDEL mandates and amendments and misuse of funds are reasons for termination. The process for termination is as follows:
- a. Inform the PA Pre-K Counts Specialist of the situation with the partner and discuss steps to rectify.
  - b. Meet with the partner and discuss prevailing situation.
  - c. Confirm with a letter outlining the steps to correct the infractions and provide deadline to correct.
  - d. Inform PA Pre-K Counts Specialist of corrections with copy of letter sent to partner.
  - e. If partner has not made corrections within the deadline, a termination letter will be sent to the partner with a copy to the PA Pre-K Counts Specialist.
7. **Financial Reporting Requirements**—Budget and financial reporting responsibilities and expectations of the Lead Agency and Partner(s). Some critical areas are:
- a. **Pass through budgets** – Partner detailed “pass through” budget are required to be provided to OCDEL through the Lead Agency. Lead Agencies are expected to share the budget guidance document, found through links in e-Grants, which explains what is expected in each budget line. Partners are expected to sign and date their pass through budgets.
  - b. **Participation in pre-determined level of financial data reporting** - Lead Agency must determine and inform the Partner Agency as to the date and information required to complete mandatory financial reporting.
  - c. **Payment & compensation requirements- PDE endorses an advance payment process mirroring that between the Commonwealth and the Lead Agency.** However, if the Lead and Partner agree to cost reimbursement, this should include frequent payments (weekly or biweekly) so that partners receive sufficient cash flow. Factors to consider in clarifying this section of the agreement:

- Lead Agency and Partner must discuss and agree upon per child funding budgeted at the Pre-K Counts classroom level.
  - Details regarding the payment schedule for agreed upon services should be described in this section.
  - The Lead Agency retains the right to withhold payments if reports are not filed accurately and/or on time.
  - A clear understanding of the enrollment expectation and potential impact on payment must be clearly stated.
  - A clear understanding of the salary guidelines for teaching staff as presented in the PA Pre-K Counts Guidance.
- d. Invoices/billing for services provided by partner to Lead Agency** - Invoices for services provided by partner to Lead Agency must include dates of service, invoice date, invoice amount, invoice number, reference to Partnership Agreement/Contract and number of contracted slots.
- e. Accountability for expenditures** –The partner should agree to work with the lead agency to develop a process to account for program related expenditures. Partners are expected to maintain books, records, documents, and other evidence in sufficient detail to support all claims against the PA Pre-K Counts funding in the event of an audit. Grantees must also maintain an inventory list of equipment with a purchase price exceeding \$1,000. All documentation for the PA Pre-K Counts program must be maintained for 7 years.
- 8. Areas of Potential Collaboration in Program Delivery** –Both the Lead Agency and Partner(s) should identify individual responsibilities pertaining to potential areas of collaboration. This is not an exhaustive list.
- a. Provision of Technical Assistance by Lead Agency** - The Lead Agency and Partner Agency should work together to identify the professional development needs of all the staff members relative to the staffing qualifications required and identified in the Pennsylvania Pre-K Counts Guidance. This section would address the role of the Lead Agency, if any, in providing professional development, technical assistance and other services to the Partner.
- b. Transportation agreements** – If there is an opportunity to better serve the needs of parents through collaborative transportation agreements between the Lead and Partner agencies they should work together to identify these arrangements and the costs, and operational responsibilities should be clearly stated in the Agreement/Contract.
- c. Joint purchasing agreements to maximize cost savings** – Opportunities to save costs through joint purchasing arrangements should be analyzed and if appropriate clearly stated in the partnership agreement.
- 9. The Partner Agency agrees to participate in activities related to the professional induction plan as related to lead teacher certification.** The Partner Agency agrees to budget for the mentor expenses related to the induction plan along with follow through on providing opportunities for the lead teacher to fully participate in the scheduled meetings.
- 10. The following signatures signify an agreement to the work identified in this Partnership Agreement/contract.**

IN WITNESS WHEREOF, the parties hereto, have caused this partnership agreement/contract to be executed by their duly authorized officials:

**Jersey Shore Area School District**

**All Things Bright and Beautiful Day Care**

By: \_\_\_\_\_  
(Authorized Signature)

By: \_\_\_\_\_  
(Authorized Signature)

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

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

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)



**2020-2021 Proposed payment schedule after JSASD Board approval on or about the dates listed below:**

August 25, 2020	\$16,000.00
September 29, 2020	\$16,000.00
October 27, 2020	\$16,000.00
November 24, 2020	\$11,500.00
December 31, 2020	\$11,500.00
January 26, 2021	\$11,500.00
February 23, 2021	\$11,000.00
March 23, 2021	\$11,000.00
April 27, 2021	\$ 5,000.00
May 25, 2021	\$ 5,000.00
June 30, 2021	\$ 5,000.00

Payment schedule is dependent upon Jersey Shore Area School District receipt of invoice from All Things Bright and Beautiful Day Care for PA Pre-K Counts program on or before the 1<sup>st</sup> of each month.

**JSASD Partnership meetings to take place at the Jersey Shore Area Administration Building or other mutually agreed upon location at 1:30 PM on the following dates, unless circumstances necessitate postponement/cancellation:**

November 2, 2020  
March 1, 2021  
May 3, 2021

**ATBB will bring an updated fiscal report to these meetings that will be reviewed by the lead agency.**

**2020-21 JSASD PA Pre-K Counts  
Partnership Agreement  
Your Guardian Angel Preschool and Childcare**

**A. Background**

Lead Agencies are responsible for fiscal and administrative oversight, program leadership and decision-making authority relative to PA Pre-K Counts. It is the entity that responds to the Office of Child Development & Early Learning (OCDEL) requests and submits documents to OCDEL (such as the Waiver Requests and Continuous Quality Improvement Plans (CQIP)) on behalf of the Partners. The Lead Agency holds the responsibility for the Partners' compliance with PA Pre-K Counts requirements. The Lead Agency is responsible for working with its Partner(s) to develop a mutually agreed upon partnership agreement/contract.

Partner Agencies receive funding from the Lead Agency to provide pre-kindergarten programming to PA Pre-K Counts children. The partners are responsible for carrying out the requirements identified in a Partnership Agreement in a satisfactory and proper manner. The Partner(s) communicates directly with the Lead Agency.

**B. Elements of the Partnership Agreement:**

**1. Start and End Date of Partnership Agreement and Identification of Legal Partners –**

This Partnership Agreement is made as of July 1, 2020 by and between Jersey Shore Area School District located at 175 A & P Drive, Jersey Shore, PA and Your Guardian Angel Preschool and Childcare, located at 701 Allegheny St., Jersey Shore, PA 17740.

Jersey Shore Area School District contracts with Your Guardian Angel Preschool and Childcare to provide all services and program activities as described by the Program Requirements contained within this Partnership Agreement to up to 18 full time children and agrees to pay Your Guardian Angel Preschool and Childcare \$119,500.00 for the provision of tuition-free pre-kindergarten opportunities for eligible children from August 24, 2020 until June 1, 2021, or after, if snow make-up days need to be used, for agreed upon services listed in this agreement.

- a. **Length of Day and Program Year** –This will be a program for a minimum of 5.5 hours per day, for a minimum of 180 days per year. Thirty (30) minutes of the day is for lunch. Student days are on attached calendar.
- b. **Standards-Based Curriculum** – The curriculum used in the Pre-K Counts classroom must be aligned with the Early Learning Standards established by the Pennsylvania Department of Education.
- c. **Class Size and Student/Teacher Ratios**- PA Pre-K Counts programs must have a student/teacher ratio of no more than 20 students for one teacher and one teacher aide in a classroom, that is, 2 adults in a classroom for every 20 students. If the classroom has 10 or fewer 3 and 4 year olds, it must have one highly qualified teacher and a secondary person available in the facility. The secondary person must meet the requirements for a PA Pre-K Counts teacher's aide.

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Teacher Aide qualifications for all providers must meet one of the following criteria:

- Completion of at least 2 years postsecondary study, or
- Possession of an associate’s degree or higher, or
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5. **Monitoring, Program Reporting Requirements and Assurances** - Listing of program reporting requirements, identified in the Pennsylvania Pre-K Counts e-Grant Application – Program Assurances section and PA Pre-K Counts Guidance which must be adhered to by the Partner Agency. It is the Lead Agency’s responsibility to develop procedures for ongoing monitoring of Partners’ compliance with PA Pre-K Counts requirements. Lead Agencies and their Partners should meet a minimum of 4 times a year to review program operation and the Partnership Agreement.

The following areas should be addressed in this section:

- a. **Comply with all PA Pre-K Counts Monitoring Requirements** – Lead Agencies and their Partners should work cooperatively in preparation for monitoring and site visits by their assigned Preschool Program Specialist. Preschool Program Specialists will evaluate an individual program’s capacity to offer high quality Prekindergarten programs through PA Pre-K Counts by using the Program Review Instrument and supporting documents.
- b. **Develop and Submit a Continuous Quality Improvement Plan (CQIP)**- Each PA Pre-K Counts provider is responsible for developing and maintaining a CQIP for their program. Preschool Program Specialists are available to assist each program in creating their Continuous Quality Improvement Plans.
- c. **Assess the Early Learning Environment** - The Department has identified the Early Childhood Environment Rating Scale – Revised (ECERS-R) as the tool that will be used to assess the learning environment in PA Pre-K Counts classrooms. Partners must agree to allow all their PA Pre-K Counts lead teachers to participate in the ERS Foundations and ECERS-R workshops which will be offered through the Regional Keys. Partner programs must confirm that they will conduct a self assessment prior to the formal assessment from the ERS Assessor. All PA Pre-K Counts classrooms are expected to earn an average score of 5.50. Partner classrooms, where the averages score are lower than 5.50, are required to develop and implement an individual improvement plan for each sub-scale below 5.50.
- d. **Assess Student Progress may be accomplished through an approved child outcomes assessment tool.** - The Office of Child Development and Early Learning requires the use of an approved child outcomes assessment tool for the statewide measurement of child progress for PA Pre-K Counts. The Agreement must indicate that the partners will cooperate with this requirement, including training and timely data entry. The specific approved measurement tool must be identified in PELICAN.
- e. **Comply with Reporting Requirements** – Lead Agencies must be very specific in this section of the agreement/contract and spell out in detail the requirements relative to the submission of data required by OCDEL. The Partner and Lead Agency must work together to develop a process that clearly identifies who is collecting and verifying the data, who is submitting data

for each data requirement to the correct data depository, when the various data reports are to be submitted and how the information is finally submitted to OCDEL. Timely reporting is a critical issue and the parameters for collection and submission must be clearly understood and agreed upon by the Partner agencies.

The reporting requirements include:

- **Child assessment outcomes reporting** – Methods for how child outcomes data will be reported should be determined at the local level by Lead Agencies and Partner Agencies. This data is collected 3 times per year. PA Pre-K Counts Grantees will report child outcomes on or before October 15, 2020 and May 15, 2021.
  - **Enrollment reports/attendance data reports** – PELICAN System - Partners are required to submit monthly electronic enrollment/attendance reports to the Lead Agency in the required format using the PELICAN reporting system. Reports will be due by the 10th of each month, following the service month.
  - **Financial reports** – FAI System– Supporting budgetary information, including QER information, is required from the Partner(s) in order for the Lead Agency to complete mandatory, quarterly financial reporting to OCDEL. The financial information requested by the Lead Agency should be determined on the local level within the partnership with mandatory timelines for submission of data by the Partner to the Lead Agency.
  - In addition to the data requirements listed above Partner Agencies must also agree to provide the Lead Agency any data or information that is requested by OCDEL during the course of the grant.
- f. **Attend all PA Pre-K Counts Regional Meetings** – All Lead Agencies and their partner sites are required to attend PA Pre-K Counts State or Regional Meetings – Partners must agree to attend all Regional Meetings hosted by the OCDEL. Details can be found in the Pennsylvania Pre-K Counts Guidance. Required attendee is one of the Directors, Mr. Chris Bibay or Mrs. Nichol Bilbay.
- g. **Fees** – Lead Agencies and their partners must agree not to charge any fee to parents for PA Pre-K Counts services - It must be clearly stated in the agreement that families that enroll their children in a PA Pre-K Counts program may not be charged for any portion of the service.
- h. **Agree to Maintain Required Provider Status** - For the duration of the grant all Lead Agencies and their partners must agree to maintain their provider status. A Partner Agency that is a Child Care Center or Group Child Care Home the agreement should state that they must be at a STAR 3 level or higher beginning in July 2011 and maintain this STAR designation throughout the life of their program. The STAR level of all PA Pre-K Counts programs will be verified during the application. If a Partner loses its STAR designation it should contact the lead Agency immediately and work with the Preschool Program Specialist to remediate this situation.
- i. **Background Checks** – All Lead Agencies and their partner sites must abide by the legal requirements for staff background checks that regulate that type of provider. The Lead Agency and Partner Agency should identify the process to assure that all staff has appropriate background checks.
- j. **Classroom Content** – All Lead Agencies must assure that the content, activities and materials

used in the Partner's PA Pre-K Counts classroom is secular in nature.

- k. **Agree not to supplant funds** – Lead Agencies and their partners must agree not to supplant funds but to supplement public funds received from another source. Partners may not substitute PA Pre-K Counts dollars for public resources currently expended to provide pre-kindergarten that meet the standards of the PA Pre-K Counts program. It should be stated that Partners will avoid the use of PA Pre-K Counts funds in a way that replaces services that are currently being provided by Head Start grantees. The Agreement should specifically state that the Partner Agency will not displace existing high quality programs that are in place and serving children, such as Head Start.
  - l. **Appropriate Use of Funds** – Lead Agencies must assure that PA Pre-K Counts funds will only be used for the Partner's PA Pre-K Counts program and classrooms. Lead agencies should identify allowable "uses" for Partner Agencies to avoid funding disallowances.
- 6. Oversight and Termination** – The lead agency facilitates partnership activities and delivery of services. Technical assistance and guidance are available through the PA Pre-K Counts Coordinator, Kenneth J. Dady, Jr., Ph.D. Failure to comply with deadlines for OCDEL mandates and amendments and misuse of funds are reasons for termination. The process for termination is as follows:
- a. Inform the PA Pre-K Counts Specialist of the situation with the partner and discuss steps to rectify.
  - b. Meet with the partner and discuss prevailing situation.
  - c. Confirm with a letter outlining the steps to correct the infractions and provide deadline to correct.
  - d. Inform PA Pre-K Counts Specialist of corrections with copy of letter sent to partner.
  - e. If partner has not made corrections within the deadline, a termination letter will be sent to the partner with a copy to the PA Pre-K Counts Specialist.
- 7. Financial Reporting Requirements**—Budget and financial reporting responsibilities and expectations of the Lead Agency and Partner(s). Some critical areas are:
- a. **Pass through budgets** – Partner detailed "pass through" budget are required to be provided to OCDEL through the Lead Agency. Lead Agencies are expected to share the budget guidance document, found through links in e-Grants, which explains what is expected in each budget line. Partners are expected to sign and date their pass through budgets.
  - b. **Participation in pre-determined level of financial data reporting** - Lead Agency must determine and inform the Partner Agency as to the date and information required to complete mandatory financial reporting.
  - c. **Payment & compensation requirements- PDE endorses an advance payment process mirroring that between the Commonwealth and the Lead Agency.** However, if the Lead and Partner agree to cost reimbursement, this should include frequent payments (weekly or biweekly) so that partners receive sufficient cash flow. Factors to consider in clarifying this section of the agreement:

- Lead Agency and Partner must discuss and agree upon per child funding budgeted at the Pre-K Counts classroom level.
  - Details regarding the payment schedule for agreed upon services should be described in this section.
  - The Lead Agency retains the right to withhold payments if reports are not filed accurately and/or on time.
  - A clear understanding of the enrollment expectation and potential impact on payment must be clearly stated.
  - A clear understanding of the salary guidelines for teaching staff as presented in the PA Pre-K Counts Guidance.
- d. **Invoices/billing for services provided by partner to Lead Agency** - Invoices for services provided by partner to Lead Agency must include dates of service, invoice date, invoice amount, invoice number, reference to Partnership Agreement/Contract and number of contracted slots.
- e. **Accountability for expenditures** –The partner should agree to work with the lead agency to develop a process to account for program related expenditures. Partners are expected to maintain books, records, documents, and other evidence in sufficient detail to support all claims against the PA Pre-K Counts funding in the event of an audit. Grantees must also maintain an inventory list of equipment with a purchase price exceeding \$1,000. All documentation for the PA Pre-K Counts program must be maintained for 7 years.
8. **Areas of Potential Collaboration in Program Delivery** –Both the Lead Agency and Partner(s) should identify individual responsibilities pertaining to potential areas of collaboration. This is not an exhaustive list.
- a. **Provision of Technical Assistance by Lead Agency** - The Lead Agency and Partner Agency should work together to identify the professional development needs of all the staff members relative to the staffing qualifications required and identified in the Pennsylvania Pre-K Counts Guidance. This section would address the role of the Lead Agency, if any, in providing professional development, technical assistance and other services to the Partner.
- b. **Transportation agreements** – If there is an opportunity to better serve the needs of parents through collaborative transportation agreements between the Lead and Partner agencies they should work together to identify these arrangements and the costs, and operational responsibilities should be clearly stated in the Agreement/Contract.
- c. **Joint purchasing agreements to maximize cost savings** – Opportunities to save costs through joint purchasing arrangements should be analyzed and if appropriate clearly stated in the partnership agreement.
9. **The Partner Agency agrees to participate in activities related to the professional induction plan as related to lead teacher certification.** The Partner Agency agrees to budget for the mentor expenses related to the induction plan along with follow through on providing opportunities for the lead teacher to fully participate in the scheduled meetings.
10. **The following signatures signify an agreement to the work identified in this Partnership Agreement/contract.**



IN WITNESS WHEREOF, the parties hereto, have caused this partnership agreement/contract to be executed by their duly authorized officials:

**Jersey Shore Area School District**

By: \_\_\_\_\_  
(Authorized Signature)

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

\_\_\_\_\_  
(Date)

**Your Guardian Angel Preschool and Childcare**

By: \_\_\_\_\_  
(Authorized Signature)

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

\_\_\_\_\_  
(Date)

**2020-2021 Proposed payment schedule after JSASD Board approval on or about the dates listed below:**

August 25, 2020	\$16,000.00
September 29, 2020	\$16,000.00
October 27, 2020	\$16,000.00
November 24, 2020	\$11,500.00
December 31, 2020	\$11,500.00
January 26, 2021	\$11,500.00
February 23, 2021	\$11,000.00
March 23, 2021	\$11,000.00
April 27, 2021	\$ 5,000.00
May 25, 2021	\$ 5,000.00
June 30, 2021	\$ 5,000.00

Payment schedule is dependent upon Jersey Shore Area School District receipt of invoice from Your Guardian Angel Preschool and Childcare for PA Pre-K Counts program on or before the 1<sup>st</sup> of each month.

**JSASD Partnership meetings to take place at the Jersey Shore Area Administration Building or other mutually agreed upon location at 1:30 PM on the following dates, unless circumstances necessitate postponement/cancellation:**

November 2, 2020  
March 1, 2021  
May 3, 2021

**Your Guardian Angel Preschool and Childcare will bring an updated fiscal report to these meetings that will be reviewed by the lead agency.**

**SECOND AMENDMENT**

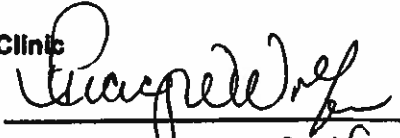
This is the Second Amendment ("Amendment") to the Medical Services Agreement effective June 25, 2018 and First Amendment effective January 27, 2020 (collectively "Agreement") between Jersey Shore Area School District ("Customer") and Geisinger Clinic ("Geisinger") for the provisions of Customer's student athlete physical exams.

**NOW THEREFORE**, in consideration of the mutual covenants contained herein and intending to be legally bound, the parties agree to amend the Agreement as follows:

- A. The term of this Agreement is hereby extended through and including June 24, 2021, unless earlier terminated as provided herein.
- B. Exhibit A, Section C.1. is hereby deleted in its entirety and the following substituted therefor:
  - 1. Geisinger agrees to invoice Customer for this Agreement's Services at a rate of Eighty-One and 83/100 Dollars (\$81.83) per hour.
- C. This Amendment shall become effective upon signing and shall remain in effect until the original Agreement naturally terminates, is terminated, or is otherwise amended.
- D. In the event there are any inconsistencies between this Amendment and the Agreement, the terms of this Amendment shall prevail. Except as otherwise expressly provided in this Amendment, the terms and conditions of the Agreement shall continue in full force and effect.

The undersigned represent that they are duly authorized to execute this Amendment on behalf of the party for whom they sign; and such party shall be bound by the terms of this Amendment.

**Jersey Shore Area School District**  
Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Geisinger Clinic**  
Signature:   
Name: Tracya Wolfe  
Title: Authorized Signer  
Date: 8/7/2020