



**February 3, 2020**

7:00 P.M.  
High School

**Mr. Nathan Miller**  
President  
Region I

**Mrs. Sue Bowman**  
Vice President  
Region I

**Mrs. Cathy Bachman**  
Treasurer  
Region III

**Ms. Airneezer Bingham**  
Region I

**Mrs. Diane Cramer**  
Region II

**Mr. Todd Engel**  
Region III

**Mr. Nicholas Fiorini**  
Region III

**Mr. Paul McGinn**  
Region II

**Mrs. Erica Molino**  
Region II

**Dr. Mark Stamm**  
Superintendent

**Mrs. Jamie Mowrey**  
Board Secretary

**Mr. Fred Holland**  
Solicitor

## **Agenda**

### ***Opening***

Call to Order

Silent Meditation & Pledge of Allegiance

Roll Call

Preliminary Comments on Agenda Items

### ***Action Items***

Treasurer's Reports

Approval of Bills

- General Fund – \$1,387,978.68
- Food Service – \$46,459.71
- Capital Reserve - \$11,525.76

Approval of Minutes – January 6, 2020

Approval of Minutes – January 20, 2020

Board Committee Reports

### ***Superintendent's Report & Recommendations***

1. Local Audit Report
2. Resignation
3. Employment
4. Tenure
5. Overnight Field Trip Requests
6. Out-of-State Field Trip Request
7. Approval of Chaperones for Out-of-State Field Trip
8. Approval of Guidelines for Implementation of District Policy 918
9. Approval for Title I Programs
10. 2020-2021 School District Calendar – First Reading
11. South Williamsport Lions Club Facility Use Request
12. 2020-2021 IU #17 General Operations Budget
13. Ballot for 2020 Election of Directors to BLaST IU #17 Board
14. Appointment of PSBA Representative
15. Affiliation Agreement with Bloomsburg University
16. Memorandum of Understanding – Penn College

### ***General Information***

Old Business

New Business

Courtesy to the Floor

Final Remarks by Board Members

Adjournment

# **SUPERINTENDENT'S REPORT AND RECOMMENDATIONS**

**February 3, 2020**

## **1. Local Audit Report**

The superintendent and business manager recommend the school board accept the audit report for 2018-2019 as prepared by Baker Tilly Virchow Krause, LLP. Becci Swales from Baker Tilly Virchow Krause LLP will give a presentation on the report.

## **2. Resignation – Attachment #1**

It is recommended the school board accept the resignation of Ashley Stout, as a Paraprofessional at Central Elementary, effective January 21, 2020.

It is recommended the school board accept the resignation for retirement purposes from Elizabeth Frey from her Special Education Teacher position at the High School, effective June 5, 2020.

## **3. Employment**

### **Spring Athletic Coaches and Stipends**

Mr. Rob Houseknecht, Athletic Director, is recommending school board approval of the employment of the following coaches for the 2020 spring season:

#### **Baseball**

- Chase Waller – Volunteer

#### **Boys Tennis**

- Kent Young – Head Coach - \$3,275
- Theresa Summerson – 1<sup>st</sup> Assistant - \$2,507\*\*

#### **Junior High Girls Soccer**

- Jane House – Head Coach - \$2,173
- Marc Lovecchio – Volunteer
- Dan Solley – Volunteer

#### **Softball**

- Adam Lorson – 1<sup>st</sup> Assistant - \$2,507
- Ashley Bair - Volunteer
- Corey Goodman – Volunteer
- Scott Lowery - Volunteer

#### **Track**

- Matt DeBlander – 1<sup>st</sup> Assistant - \$2,507
- Sam Buck – 2<sup>nd</sup> Assistant - \$1,839
- Kerry Taylor – Volunteer

\*\* = These positions are paid dependent on the number of athletes that sign up.

### **Guest Teacher List 2019-2020**

It is recommended the school board add Ian Dix, Valerie Doebler, and Brianna Stroup to the list of Guest Teachers as submitted by BLaST IU 17 for the 2019-2020 school year.

#### **4. Tenure**

It is recommended the school board approve tenure for Hailey Carson. Hailey has successfully completed three years of teaching in the South Williamsport Area School District.

#### **5. Overnight Field Trip Requests – Attachment #2**

It is recommended the school board approve Jennifer Kimball and Adam Rubert's overnight field trip request to take FBLA students to the State Leadership Conference in Hershey, PA, on April 6, 2020, through April 7, 2020. Both Chaperones for this trip are district employees.

It is recommended the school board approve Patricia Schick's overnight field trip request to take FCCLA students to the PA FCCLA State Conference at the Penn Stater in State College, PA, on March 29, 2020, through April 1, 2020. The trip allows students to perform various leadership workshops and competitions throughout the conference dates. Chaperone is a district employee.

#### **6. Out-of-State Field Trip Request – Attachment #3**

It is recommended the school board approve Manny Tsikitas' out-of-state field trip request to take Gifted Students (Grades 9-12) to the University of Delaware on February 19, 2020. The students will tour campus, learn about the admission process and Honors Program and also compare an out-of-state school to in-state schools already visited.

#### **7. Approval of Chaperones for Out-of-State Field Trip**

It is recommended the school board approve Cathy Bachman and Renee Eiswerth as chaperones (pending receipt of clearances) to attend the girls softball team trip to Myrtle Beach, SC, on April 4-10, 2020. The field trip was board approved at the November 4, 2019 board meeting.

#### **8. Approval of Guidelines for Implementation of District Policy – 918 Title I Parent & Family Engagement – Attachment #4**

It is recommended the school board approve the Central Elementary school guidelines for implementation of district policy 918: Title I Parent and Family Engagement. The guidelines articulate how Title I will engage parents this school year. Approval of these guidelines is a federal requirement to receive Title I funds. Ann Neely, Federal Program Coordinator, will discuss the guidelines and other activities on Title I programs at the pleasure of the board.

#### **9. Approval of Title I Programs – Attachment #5**

It is recommended that the school board provide its annual support for Title I programs by reviewing and approving the Title I Home/School Compact, Memorandum of Understanding with STEP, Inc., Head Start, Parent Right-to-Know, and School-Wide Program Information. Ann Neely, Federal Programs Coordinator, will discuss these documents at the pleasure of the board.

**10. 2020-2021 School District Calendar – First Reading** – Attachment #6

It is recommended the school board approve the district's proposed 2020-2021 school calendar, as submitted, for first reading.

**11. South Williamsport Lions Club Facility Use Request** – Attachment #7

It is recommended the school board approve the South Williamsport Lions Club's request to use the district stadium on Friday, June 19, 2020, (rain date June 20) to host the District IV All-Star Football Game. The Lions Club has sponsored this event for the past 30 years as a fund raising activity supporting many community-based activities.

**12. Proposed 2020-2021 IU #17 General Operations Budget** – Attachment #8

It is recommended school board approve the Intermediate Unit #17's 2020-2021 General Operations Budget in the amount of \$2,945,827. There is no assessment to the districts for the General Operations Budget. The district pays a service based fee model which ensure the IU is developing the highest quality programs based on immediate needs of local school districts.

**13. Ballot for 2020 Election of Directors to BLaST IU #17 Board** – Attachment #9

It is recommended the school board elect the BLaST IU #17 Board of Directors in their annual election to three-year terms of each component school district.

**14. Appointment of PSBA Representative**

After attending the Pennsylvania School Board Association (PSBA) board member training and meeting with our regional membership advocate, it is recommended that the school board appoint a PSBA Member Representative. This individual will be responsible for receiving information from PSBA and updating the board on relevant information.

**15. Agreement Between Bloomsburg University and SWASD** – Attachment #10

It is recommended the school board approve the Affiliation Agreement for a Center for Teacher Education Programs including Field Experiences and Student Teaching between Bloomsburg University and South Williamsport Area School District to operate experiences at the District from 2020 through 2024 as submitted.

**16. Memorandum of Understanding – Penn College** – Attachment #11

It is recommended the school board approve the Memorandum of Understanding Agreement for Penn College NOW Concurrent Enrollment Partnership between Pennsylvania College of Technology and South Williamsport Area School District for secondary students to have the opportunity to earn tuition-free college credits as detailed in the agreement submitted.

## **BOARD INFORMATION**

**February 3, 2020**

### **Statement of Financial Interests Form**

Enclosed please find the Statement of Financial Interests Form for all board members to complete. Please complete this form for the 2019 calendar year and return it in the attached envelope. Please seal and return as soon as possible to Jamie Mowrey, Board Secretary.

### **BOARD MEETING DATES**

February 03 – School Board Meeting - 7:00 p.m.

March 02 – School Board Meeting - 7:00 p.m.

April 06 – School Board Meeting - 7:00 p.m.

May 04 – School Board Meeting – 7:00 p.m.

### **BOARD COMMITTEE DATES**

February 03 – Operations Committee Meeting 6:00 p.m.

March 02 – Vision and Leadership Committee Meeting 6:00 p.m.

April 06 – Operations Committee Meeting 6:00 p.m.

May 04 – Vision and Leadership Committee Meeting 6:00 p.m.

### **ADDITIONAL INFORMATION**

- Vision and Leadership Committee Meeting Minutes from January 6, 2020

# **EXECUTIVE SESSION**

There will be an  
Executive Session  
of the School Board  
following the regular board  
meeting on Monday,  
February 03, 2020

**SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT  
TREASURER'S REPORT AS OF DECEMBER 31, 2019**

**GENERAL FUND - Checking Account**

Book Balance November 30, 2019 2,363,224.15

**Receipts**

|  |                       |            |              |
|--|-----------------------|------------|--------------|
| Earned Income Tax, less Commission         | 6151                  | 178,744.28 |              |
| Real Estate Transfer Tax, less Commission  | 6153                  | 15,646.67  |              |
| Delinquent Tax Collection, less Commission | 6411                  | 13,202.96  |              |
| Real Estate Taxes, Face                    | 6111                  | 136,169.82 |              |
| Real Estate Taxes, Discounts               | 6211                  | (40.23)    |              |
| Real Estate Taxes, Penalties               | 6311                  | 2,981.35   |              |
| Interest Income                            | 6510                  | 2,900.52   |              |
| Foundation Grants                          | 6920                  | 2,000.00   |              |
| Boys' Basketball Ticket Sales              | 6712                  | 656.00     |              |
| Girls' Basketball Ticket Sales             | 6713                  | 1,118.00   |              |
| Wrestling Ticket Sales                     | 6714                  | 286.00     |              |
| Facility Rental Fee                        | 6910                  | 1,350.00   |              |
| Attendance Fine                            | 6990                  | 59.70      |              |
| Reimb from Payroll Fund                    | 6990                  | 9,024.77   |              |
| Basic Ed Subsidy                           | 7111                  | 922,097.00 |              |
| Transportation Subsidy                     | 7310                  | 53,661.00  |              |
| Ready to Learn Block Grant                 | 7500                  | 228,011.00 |              |
| Retirement Subsidy                         | 7820                  | 412,293.60 |              |
| Title I                                    | 8514                  | 22,082.87  |              |
| Title II                                   | 8515                  | 2,851.00   |              |
| Title IV                                   | 8517                  | 1,771.33   |              |
| Wellness Incentives                        | Offset Expenses       | 2,250.00   |              |
| Records Request                            | Offset Expenses       | 58.38      |              |
| Lost Book Fee                              | Offset Expenses       | 8.00       |              |
| Returned Items Refund                      | Offset Expenses       | 114.45     |              |
| Charter School Refund                      | Offset Expenses       | 488.12     |              |
| Bussing Reimbursements                     | Offset Expenses       | 392.40     |              |
| Quarterly HI Premium Share                 | Offset Expenses       | 9,565.55   |              |
| National Lunch & Breakfast Program         | Transfer to Café Fund | 37,715.91  | 2,057,460.45 |

**Payments**

Payments Issued in December 2019 (1,332,431.32)

Book Balance December 31, 2019 3,088,253.28

**GENERAL FUND - PLGIT Investment Account**

Book Balance November 30, 2019 62,800.80

Interest Income 238.31

Book Balance December 31, 2019 63,039.11

**CAFETERIA FUND**

|                                    |              |                         |
|------------------------------------|--------------|-------------------------|
| Book Balance November 30, 2019     |              | 41,939.27               |
| Receipts                           |              |                         |
| Cafeteria Deposits                 | 17,151.16    |                         |
| National Lunch & Breakfast Program | 37,715.91    |                         |
| Interest Income                    | <u>67.71</u> | 54,934.78               |
| Payments                           |              |                         |
| Checks Issued in December 2019     |              | <u>(18,471.62)</u>      |
| Book Balance December 31, 2019     |              | <u><u>78,402.43</u></u> |

**CAPITAL RESERVE FUND**

|                                |  |                          |
|--------------------------------|--|--------------------------|
| Book Balance November 30, 2019 |  | 555,560.33               |
| Receipts                       |  | -                        |
| Interest Income                |  | 61.91                    |
| Checks Issued in December 2019 |  | <u>(15,252.24)</u>       |
| Book Balance December 31, 2019 |  | <u><u>540,370.00</u></u> |

**STUDENT ACTIVITIES - CLUBS**

|                                |  |                         |
|--------------------------------|--|-------------------------|
| Book Balance November 30, 2019 |  | 91,295.05               |
| Receipts                       |  | 5,562.37                |
| Interest Income                |  | 118.54                  |
| Checks Issued in December 2019 |  | <u>(5,397.47)</u>       |
| Book Balance December 31, 2019 |  | <u><u>91,578.49</u></u> |

**STUDENT ACTIVITIES - ATHLETIC BOOSTERS**

|                                |  |                         |
|--------------------------------|--|-------------------------|
| Book Balance November 30, 2019 |  | 56,490.83               |
| Receipts                       |  | 13,521.41               |
| Interest Income                |  | 79.15                   |
| Checks Issued in December 2019 |  | <u>(5,865.25)</u>       |
| Book Balance December 31, 2019 |  | <u><u>64,226.14</u></u> |



# Board Summary Report

Fund: 10 GENERAL FUND

As of 01/29/2020

fabrdreg

| Account Description              | Current Budget      | Unliquidated<br>Encumbrances | Expend/Received     | Balance             | % Used       |
|----------------------------------|---------------------|------------------------------|---------------------|---------------------|--------------|
| <b>1100</b> REGULAR PROGRAMS     |                     |                              |                     |                     |              |
| 100 SALARIES                     | 4,559,563.00        | 0.00                         | 1,911,621.78        | 2,647,941.22        | 41.92        |
| 200 EMPLOYEE BENEFITS            | 3,137,881.00        | 0.00                         | 1,435,260.30        | 1,702,620.70        | 45.73        |
| 300 PURCH PROF & TECH SVCS       | 16,032.00           | 0.00                         | 9,910.45            | 6,121.55            | 61.81        |
| 400 PURCHASED PROPERTY SVCS      | 43,324.00           | 0.00                         | 24,735.35           | 18,588.65           | 57.09        |
| 500 OTHER PURCHASED SVCS         | 552,845.00          | -313.92                      | 256,226.42          | 296,932.50          | 46.29        |
| 600 SUPPLIES                     | 179,864.00          | 8,127.69                     | 112,836.54          | 58,899.77           | 67.25        |
| 700 PROPERTY                     | 5,836.00            | 0.00                         | 5,867.36            | -31.36              | 100.53       |
| 800 OTHER OBJECTS                | 21,333.00           | 0.00                         | 7,270.94            | 14,062.06           | 34.08        |
| <b>Totals for - 1100's</b>       | <b>8,516,678.00</b> | <b>7,813.77</b>              | <b>3,763,729.14</b> | <b>4,745,135.09</b> | <b>44.28</b> |
| <b>1200</b> SPECIAL PROGRAMS     |                     |                              |                     |                     |              |
| 100 SALARIES                     | 1,101,465.00        | 0.00                         | 480,435.69          | 621,029.31          | 43.61        |
| 200 EMPLOYEE BENEFITS            | 720,053.00          | 0.00                         | 348,619.14          | 371,433.86          | 48.41        |
| 300 PURCH PROF & TECH SVCS       | 444,266.00          | 0.00                         | 170,126.54          | 274,139.46          | 38.29        |
| 400 PURCHASED PROPERTY SVCS      | 270.00              | 0.00                         | 0.00                | 270.00              | 0.00         |
| 500 OTHER PURCHASED SVCS         | 12,004.00           | 0.00                         | 8,052.90            | 3,951.10            | 67.08        |
| 600 SUPPLIES                     | 19,537.00           | 330.00                       | 11,176.39           | 8,030.61            | 58.89        |
| 700 PROPERTY                     | 5,000.00            | 0.00                         | 0.00                | 5,000.00            | 0.00         |
| <b>Totals for - 1200's</b>       | <b>2,302,595.00</b> | <b>330.00</b>                | <b>1,018,410.66</b> | <b>1,283,854.34</b> | <b>44.24</b> |
| <b>1300</b> VOCATIONAL EDUCATION |                     |                              |                     |                     |              |
| 100 SALARIES                     | 270,536.00          | 0.00                         | 114,919.27          | 155,616.73          | 42.47        |
| 200 EMPLOYEE BENEFITS            | 175,667.00          | 0.00                         | 83,876.09           | 91,790.91           | 47.74        |
| 400 PURCHASED PROPERTY SVCS      | 1,800.00            | 0.00                         | 0.00                | 1,800.00            | 0.00         |
| 500 OTHER PURCHASED SVCS         | 257,520.00          | 0.00                         | 4,214.48            | 253,305.52          | 1.63         |
| 600 SUPPLIES                     | 16,389.00           | 0.00                         | 5,445.83            | 10,943.17           | 33.22        |
| <b>Totals for - 1300's</b>       | <b>721,912.00</b>   | <b>0.00</b>                  | <b>208,455.67</b>   | <b>513,456.33</b>   | <b>28.87</b> |
| <b>1400</b> OTHER INSTRUCTION    |                     |                              |                     |                     |              |

# Board Summary Report

Fund: 10 GENERAL FUND

As of 01/29/2020

fabrdreg

| Account Description          | Current Budget    | Unliquidated<br>Encumbrances | Expend/Received   | Balance           | % Used       |
|------------------------------|-------------------|------------------------------|-------------------|-------------------|--------------|
| 100 SALARIES                 | 205,426.00        | 0.00                         | 84,501.79         | 120,924.21        | 41.13        |
| 200 EMPLOYEE BENEFITS        | 132,974.00        | 0.00                         | 60,675.21         | 72,298.79         | 45.62        |
| 300 PURCH PROF & TECH SVCS   | 28,013.00         | 0.00                         | 14,002.90         | 14,010.10         | 49.98        |
| 500 OTHER PURCHASED SVCS     | 126,000.00        | 0.00                         | 24,747.33         | 101,252.67        | 19.64        |
| 600 SUPPLIES                 | 3,978.00          | 1,304.65                     | 1,979.82          | 693.53            | 82.56        |
| 800 OTHER OBJECTS            | 1,200.00          | 0.00                         | 175.14            | 1,024.86          | 14.59        |
| <b>Totals for - 1400's</b>   | <b>497,591.00</b> | <b>1,304.65</b>              | <b>186,082.19</b> | <b>310,204.16</b> | <b>37.65</b> |
| 2100 SUPPORT FOR STUDENTS    |                   |                              |                   |                   |              |
| 100 SALARIES                 | 235,104.00        | 0.00                         | 105,553.71        | 129,550.29        | 44.89        |
| 200 EMPLOYEE BENEFITS        | 143,797.00        | 0.00                         | 66,702.99         | 77,094.01         | 46.38        |
| 500 OTHER PURCHASED SVCS     | 1,600.00          | 0.00                         | 78.48             | 1,521.52          | 4.90         |
| 600 SUPPLIES                 | 7,764.00          | 170.00                       | 2,319.14          | 5,274.86          | 32.06        |
| 800 OTHER OBJECTS            | 325.00            | 0.00                         | 210.00            | 115.00            | 64.61        |
| <b>Totals for - 2100's</b>   | <b>388,590.00</b> | <b>170.00</b>                | <b>174,864.32</b> | <b>213,555.68</b> | <b>45.04</b> |
| 2200 SUPPORT FOR INSTRUCTION |                   |                              |                   |                   |              |
| 100 SALARIES                 | 224,248.00        | 0.00                         | 89,409.74         | 134,838.26        | 39.87        |
| 200 EMPLOYEE BENEFITS        | 243,731.00        | 0.00                         | 134,511.87        | 109,219.13        | 55.18        |
| 300 PURCH PROF & TECH SVCS   | 163,758.00        | 0.00                         | 113,644.44        | 50,113.56         | 69.39        |
| 400 PURCHASED PROPERTY SVCS  | 6,000.00          | 0.00                         | 941.84            | 5,058.16          | 15.69        |
| 500 OTHER PURCHASED SVCS     | 16,879.00         | 0.00                         | 3,993.46          | 12,885.54         | 23.65        |
| 600 SUPPLIES                 | 42,761.00         | 2,414.83                     | 34,886.02         | 5,460.15          | 87.23        |
| 700 PROPERTY                 | 86,059.00         | 0.00                         | 57,953.66         | 28,105.34         | 67.34        |
| <b>Totals for - 2200's</b>   | <b>783,436.00</b> | <b>2,414.83</b>              | <b>435,341.03</b> | <b>345,680.14</b> | <b>55.87</b> |
| 2300 ADMINISTRATION          |                   |                              |                   |                   |              |
| 100 SALARIES                 | 622,750.00        | 0.00                         | 310,197.71        | 312,552.29        | 49.81        |
| 200 EMPLOYEE BENEFITS        | 623,359.00        | 0.00                         | 349,597.66        | 273,761.34        | 56.08        |
| 300 PURCH PROF & TECH SVCS   | 84,000.00         | 0.00                         | 48,337.32         | 35,662.68         | 57.54        |

# Board Summary Report

Fund: 10 GENERAL FUND

As of 01/29/2020

fabrdreg

| Account Description         | Current Budget      | Unliquidated<br>Encumbrances | Expend/Received   | Balance           | % Used       |
|-----------------------------|---------------------|------------------------------|-------------------|-------------------|--------------|
| 400 PURCHASED PROPERTY SVCS | 0.00                | 0.00                         | 0.00              | 0.00              | 0.00         |
| 500 OTHER PURCHASED SVCS    | 18,625.00           | 0.00                         | 12,389.56         | 6,235.44          | 66.52        |
| 600 SUPPLIES                | 17,559.00           | 79.00                        | 12,978.82         | 4,501.18          | 74.36        |
| 800 OTHER OBJECTS           | 12,750.00           | 0.00                         | 13,539.10         | -789.10           | 106.18       |
| <b>Totals for - 2300's</b>  | <b>1,379,043.00</b> | <b>79.00</b>                 | <b>747,040.17</b> | <b>631,923.83</b> | <b>54.17</b> |
| <b>2400 PUPIL HEALTH</b>    |                     |                              |                   |                   |              |
| 100 SALARIES                | 114,299.00          | 0.00                         | 50,622.14         | 63,676.86         | 44.28        |
| 200 EMPLOYEE BENEFITS       | 52,701.00           | 0.00                         | 21,814.48         | 30,886.52         | 41.39        |
| 300 PURCH PROF & TECH SVCS  | 5,100.00            | 0.00                         | 0.00              | 5,100.00          | 0.00         |
| 400 PURCHASED PROPERTY SVCS | 303.00              | 0.00                         | 0.00              | 303.00            | 0.00         |
| 500 OTHER PURCHASED SVCS    | 275.00              | 0.00                         | 0.00              | 275.00            | 0.00         |
| 600 SUPPLIES                | 9,639.00            | 216.25                       | 3,009.17          | 6,413.58          | 33.46        |
| <b>Totals for - 2400's</b>  | <b>182,317.00</b>   | <b>216.25</b>                | <b>75,445.79</b>  | <b>106,654.96</b> | <b>41.50</b> |
| <b>2500 BUSINESS OFFICE</b> |                     |                              |                   |                   |              |
| 100 SALARIES                | 155,000.00          | 0.00                         | 75,971.26         | 79,028.74         | 49.01        |
| 200 EMPLOYEE BENEFITS       | 129,028.00          | 0.00                         | 70,669.25         | 58,358.75         | 54.77        |
| 300 PURCH PROF & TECH SVCS  | 15,200.00           | 0.00                         | 14,495.64         | 704.36            | 95.36        |
| 400 PURCHASED PROPERTY SVCS | 2,482.00            | 0.00                         | 1,672.74          | 809.26            | 67.39        |
| 500 OTHER PURCHASED SVCS    | 14,500.00           | 0.00                         | 7,098.60          | 7,401.40          | 48.95        |
| 600 SUPPLIES                | 3,266.00            | 89.97                        | 1,404.82          | 1,771.21          | 45.76        |
| <b>Totals for - 2500's</b>  | <b>319,476.00</b>   | <b>89.97</b>                 | <b>171,312.31</b> | <b>148,073.72</b> | <b>53.65</b> |
| <b>2600 PLANT SERVICES</b>  |                     |                              |                   |                   |              |
| 100 SALARIES                | 611,111.00          | 0.00                         | 317,584.83        | 293,526.17        | 51.96        |
| 200 EMPLOYEE BENEFITS       | 555,783.00          | 0.00                         | 308,600.81        | 247,182.19        | 55.52        |
| 300 PURCH PROF & TECH SVCS  | 60,000.00           | 0.00                         | 0.00              | 60,000.00         | 0.00         |
| 400 PURCHASED PROPERTY SVCS | 226,266.00          | 22,576.95                    | 150,484.83        | 53,204.22         | 76.48        |
| 500 OTHER PURCHASED SVCS    | 91,065.00           | 0.00                         | 82,197.73         | 8,867.27          | 90.26        |

# Board Summary Report

Fund: 10 GENERAL FUND

As of 01/29/2020

fabrdreg

| Account Description         | Current Budget      | Unliquidated<br>Encumbrances | Expend/Received     | Balance           | % Used       |
|-----------------------------|---------------------|------------------------------|---------------------|-------------------|--------------|
| 600 SUPPLIES                | 405,383.00          | 8,044.49                     | 212,896.26          | 184,442.25        | 54.50        |
| 700 PROPERTY                | 2,300.00            | 0.00                         | 0.00                | 2,300.00          | 0.00         |
| 800 OTHER OBJECTS           | 600.00              | 0.00                         | 0.00                | 600.00            | 0.00         |
| <b>Totals for - 2600's</b>  | <b>1,952,508.00</b> | <b>30,621.44</b>             | <b>1,071,764.46</b> | <b>850,122.10</b> | <b>56.46</b> |
| 2700 STUDENT TRANSPORTATION |                     |                              |                     |                   |              |
| 100 SALARIES                | 17,834.00           | 0.00                         | 6,205.65            | 11,628.35         | 34.79        |
| 200 EMPLOYEE BENEFITS       | 7,479.00            | 0.00                         | 2,602.64            | 4,876.36          | 34.79        |
| 300 PURCH PROF & TECH SVCS  | 3,250.00            | 0.00                         | 3,250.00            | 0.00              | 100.00       |
| 500 OTHER PURCHASED SVCS    | 318,207.00          | 0.00                         | 138,985.35          | 179,221.65        | 43.67        |
| 600 SUPPLIES                | 58,673.00           | 0.00                         | 20,961.49           | 37,711.51         | 35.72        |
| <b>Totals for - 2700's</b>  | <b>405,443.00</b>   | <b>0.00</b>                  | <b>172,005.13</b>   | <b>233,437.87</b> | <b>42.42</b> |
| 3100 FOOD SERVICE           |                     |                              |                     |                   |              |
| 200 EMPLOYEE BENEFITS       | 0.00                | 0.00                         | 44,985.50           | -44,985.50        | 0.00         |
| <b>Totals for - 3100's</b>  | <b>0.00</b>         | <b>0.00</b>                  | <b>44,985.50</b>    | <b>-44,985.50</b> | <b>0.00</b>  |
| 3200 STUDENT ACTIVITIES     |                     |                              |                     |                   |              |
| 100 SALARIES                | 208,065.00          | 0.00                         | 92,384.20           | 115,680.80        | 44.40        |
| 200 EMPLOYEE BENEFITS       | 87,275.00           | 0.00                         | 31,690.26           | 55,584.74         | 36.31        |
| 300 PURCH PROF & TECH SVCS  | 68,714.00           | 0.00                         | 39,187.74           | 29,526.26         | 57.03        |
| 400 PURCHASED PROPERTY SVCS | 5,700.00            | 0.00                         | 3,913.75            | 1,786.25          | 68.66        |
| 500 OTHER PURCHASED SVCS    | 44,553.00           | -78.48                       | 26,897.12           | 17,734.36         | 60.19        |
| 600 SUPPLIES                | 56,097.00           | 5,159.90                     | 31,756.11           | 19,180.99         | 65.80        |
| 800 OTHER OBJECTS           | 24,575.00           | 0.00                         | 15,748.59           | 8,826.41          | 64.08        |
| <b>Totals for - 3200's</b>  | <b>494,979.00</b>   | <b>5,081.42</b>              | <b>241,577.77</b>   | <b>248,319.81</b> | <b>49.83</b> |
| 3300 COMMUNITY SERVICES     |                     |                              |                     |                   |              |
| 100 SALARIES                | 1,000.00            | 0.00                         | 0.00                | 1,000.00          | 0.00         |
| 200 EMPLOYEE BENEFITS       | 420.00              | 0.00                         | 0.00                | 420.00            | 0.00         |

# Board Summary Report

Fund: 10 GENERAL FUND

As of 01/29/2020

fabrdreg

| Account Description        | Current Budget       | Unliquidated<br>Encumbrances | Expend/Received      | Balance             | % Used       |
|----------------------------|----------------------|------------------------------|----------------------|---------------------|--------------|
| 500 OTHER PURCHASED SVCS   | 13,500.00            | 0.00                         | 3,371.95             | 10,128.05           | 24.97        |
| <b>Totals for - 3300's</b> | <b>14,920.00</b>     | <b>0.00</b>                  | <b>3,371.95</b>      | <b>11,548.05</b>    | <b>22.60</b> |
| 5100 DEBT SERVICE          |                      |                              |                      |                     |              |
| 800 OTHER OBJECTS          | 2,000.00             | 0.00                         | 393.02               | 1,606.98            | 19.65        |
| 900 OTHER USES OF FUNDS    | 1,717,676.00         | 0.00                         | 1,701,100.75         | 16,575.25           | 99.03        |
| <b>Totals for - 5100's</b> | <b>1,719,676.00</b>  | <b>0.00</b>                  | <b>1,701,493.77</b>  | <b>18,182.23</b>    | <b>98.94</b> |
| 5200 FUND TRANSFERS        |                      |                              |                      |                     |              |
| 900 OTHER USES OF FUNDS    | 0.00                 | 0.00                         | 0.00                 | 0.00                | 0.00         |
| <b>Totals for - 5200's</b> | <b>0.00</b>          | <b>0.00</b>                  | <b>0.00</b>          | <b>0.00</b>         | <b>0.00</b>  |
| 5900 BUDGETARY RESERVE     |                      |                              |                      |                     |              |
| 800 OTHER OBJECTS          | 64,799.00            | 0.00                         | 0.00                 | 64,799.00           | 0.00         |
| <b>Totals for - 5900's</b> | <b>64,799.00</b>     | <b>0.00</b>                  | <b>0.00</b>          | <b>64,799.00</b>    | <b>0.00</b>  |
| <b>EXPENDITURE Totals</b>  | <b>19,743,963.00</b> | <b>48,121.33</b>             | <b>10,015,879.86</b> | <b>9,679,961.81</b> | <b>50.97</b> |
| <b>FUND 10 - TOTALS:</b>   |                      |                              |                      |                     |              |
| Total Expenditure          | 17,959,488.00        | 48,121.33                    | 8,314,386.09         | 9,596,980.58        | 46.56        |
| Total Other Expenditure    | 1,784,475.00         | 0.00                         | 1,701,493.77         | 82,981.23           | 95.34        |
| Total Revenue              | 0.00                 | 0.00                         | 0.00                 | 0.00                | 0.00         |
| Total Other Revenue        | 0.00                 | 0.00                         | 0.00                 | 0.00                | 0.00         |
| <b>TOTALS</b>              | <b>19,743,963.00</b> | <b>48,121.33</b>             | <b>10,015,879.86</b> | <b>9,679,961.81</b> | <b>50.97</b> |

# Fund Accounting Check Summary

General Fund - From 12/19/2019 To 01/29/2020

facksmc

Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #  | Vendor Name                  | Description Of Purchase            | Description Of Purchase            | Check Amount |
|----------|------------------------------|------------------------------------|------------------------------------|--------------|
| 00017613 | HUDL                         | GENERAL SUPPLIES.....              |                                    | 1,350.00     |
| 00017614 | BARR'S HARDWARE              | GENERAL SUPPLIES.....              |                                    | 11.99        |
| 00017615 | BAYADA HOME HEALTH CARE      | STUDENT TRANSPORTATION.....        |                                    | 112.50       |
| 00017616 | CARDMEMBER SERVICES          | GENERAL SUPPLIES.....              | TRAVEL.....                        | 962.65       |
| 00017617 | DIRECT ENERGY BUSINESS       | ELECTRICITY.....                   |                                    | 10,774.83    |
| 00017618 | EPLUS TECHNOLOGY INC         | ORIGINAL EQUIPMENT.....            | GENERAL SUPPLIES.....              | 1,425.48     |
| 00017619 | GEM                          | REPAIRS & MAINT.....               |                                    | 762.40       |
| 00017620 | FRED HAMM INC                | DISPOSAL SERVICES.....             |                                    | 1,784.94     |
| 00017621 | HILSHER GRAPHICS             | GENERAL SUPPLIES.....              |                                    | 650.00       |
| 00017622 | SOUTH WILLIAMSPORT JR/SR     | Baseball District Championship.... | Girls Tennis Dist Championship.... | 3,250.00     |
|          | HIGH SCHOOL                  |                                    |                                    |              |
| 00017623 | IMMACULATA UNIVERSITY        | TUITION REIMBURSE-K Bollinger..... |                                    | 4,290.00     |
| 00017624 | KEYSTONE ADVERTISING         | GENERAL SUPPLIES.....              |                                    | 65.00        |
|          | SPECIALTIES                  |                                    |                                    |              |
| 00017625 | FRANCES KROPP                | TRAVEL.....                        |                                    | 35.62        |
| 00017626 | LCWSA                        | SEWER SERVICE.....                 |                                    | 7,755.00     |
| 00017627 | LOWE'S COMPANIES INC         | GENERAL SUPPLIES.....              |                                    | 146.67       |
| 00017628 | LYCO MICRO                   | REPAIRS & MAINT.....               |                                    | 95.00        |
| 00017629 | THE MEADOWS PSYCHIATRIC      | ALTERNATIVE ED.....                |                                    | 603.00       |
|          | CENTER                       |                                    |                                    |              |
| 00017630 | NITTANY OIL                  | DIESEL FUEL.....                   | GASOLINE.....                      | 4,040.77     |
| 00017631 | PASD-MAYS/PA CHILD CARE      | ALTERNATIVE ED.....                |                                    | 1,117.80     |
| 00017632 | PERMA-BOUND                  | TEXTBOOKS.....                     |                                    | 222.46       |
| 00017633 | PENNSYLVANIA SCHOOL BOARDS   | DUES & FEES.....                   |                                    | 35.00        |
|          | ASSOCIATION                  |                                    |                                    |              |
| 00017634 | PMEA DISTRICT 8              | FIELD TRIPS.....                   |                                    | 540.00       |
| 00017635 | PAYROLL FUND                 | Gross 1-3-20.....                  | ER RETIRE 1-3-20.....              | 435,231.79   |
| 00017636 | WILLIAM REIGHARD             | GENERAL SUPPLIES.....              |                                    | 75.00        |
| 00017637 | RICOH USA INC                | REPAIRS & MAINT.....               |                                    | 739.34       |
| 00017638 | ROMMELT ELEM IMPREST FUND    | GENERAL SUPPLIES.....              |                                    | 38.30        |
| 00017639 | SCHAEGLER YESCO DISTRIBUTION | GENERAL SUPPLIES.....              |                                    | 146.09       |
| 00017640 | ROBERT M. SIDES, INC.        | GENERAL SUPPLIES.....              |                                    | 100.00       |
| 00017641 | W R SIMS AGENCY INC          | PROP & LIABILITY INS.....          |                                    | 5,005.00     |
| 00017642 | SJA INTEGRATED LLC           | GENERAL SUPPLIES.....              |                                    | 715.00       |
| 00017643 | STEVE SHANNON TIRE & AUTO    | REPAIRS & MAINT.....               |                                    | 77.58        |
|          | CENTERS                      |                                    |                                    |              |
| 00017644 | UGI UTILITIES, INC.          | NATURAL GAS.....                   |                                    | 26.33        |
| 00017645 | UPMC                         | MEDICAL SERVICES.....              |                                    | 5,596.00     |

\* Denotes Non-Negotiable Transaction

P - Prenote

C - Credit Card Payment

D - Direct Deposit

# - Payables within Check

SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

fackamc

General Fund - From 12/19/2019 To 01/29/2020

Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #  | Vendor Name                         | Description Of Purchase            | Description Of Purchase     | Check Amount |
|----------|-------------------------------------|------------------------------------|-----------------------------|--------------|
| 00017646 | VERIZON                             | TELEPHONE SERVICE.....             |                             | 553.14       |
| 00017647 | WEGMANS FOOD MARKETS                | HOME EC SUPPLIES.....              |                             | 366.22       |
| 00017648 | DWIGHT WOODLEY                      | TRAVEL.....                        |                             | 10.90        |
| 00017649 | ATHLETIC ACCOUNT IMPREST FUND       | GAME OFFICIALS.....                |                             | 2,815.00     |
| 00017650 | BARR'S HARDWARE                     | GENERAL SUPPLIES.....              |                             | 62.96        |
| 00017651 | BAKER TILLY VIRCHOW KRAUSE LLP      | ACCOUNTING SERVICES.....           |                             | 8,575.00     |
| 00017652 | BLAST INTERMEDIATE UNIT 17          | CHARTER SCHOOL.....                | PROFESS ED SERVICES IU..... | 87,957.69    |
| 00017653 | BREON'S INC.                        | REPAIRS & MAINT.....               | GENERAL SUPPLIES.....       | 1,897.31     |
| 00017654 | DELL MARKETING LP                   | GRANT EXP - KALEIDAS.....          |                             | 599.00       |
| 00017655 | EPLUS TECHNOLOGY INC                | GENERAL SUPPLIES.....              |                             | 428.94       |
| 00017656 | SANDRA HESS                         | CD Player for Gym Classes.....     |                             | 31.68        |
| 00017657 | Hobart Service                      | REPAIRS & MAINT.....               |                             | 619.00       |
| 00017658 | TAVERA ISENBURG                     | 2 Primary Phonemic Awareness Books |                             | 63.22        |
| 00017659 | IMMACULATA UNIVERSITY               | TUITION REIMBURSE-J Kennedy.....   |                             | 6,420.00     |
| 00017660 | KEYSTONE NATURAL TURF               | REPAIRS & MAINT.....               |                             | 7,000.00     |
| 00017661 | KIDSPACE CORP                       | ALTERNATIVE ED.....                |                             | 280.00       |
| 00017662 | RICHARD KNECHT                      | TRAVEL.....                        |                             | 55.68        |
| 00017663 | LOWE'S COMPANIES INC                | GENERAL SUPPLIES.....              |                             | 23.68        |
| 00017664 | MEIER SUPPLY CO INC                 | GENERAL SUPPLIES.....              |                             | 188.25       |
| 00017665 | MURPHY, BUTTERFIELD & HOLLAND, P.C. | LEGAL SERVICES.....                |                             | 1,385.00     |
| 00017666 | ANN NEELY                           | MISC EXP-Parent/Family Engagement. |                             | 175.14       |
| 00017667 | PASBO                               | TRAVEL.....                        |                             | 130.00       |
| 00017668 | PA CYBER CHARTER SCHOOL             | CHARTER SCHOOL.....                |                             | 9,246.96     |
| 00017669 | PITNEY BOWES                        | REPAIRS & MAINT.....               |                             | 410.34       |
| 00017670 | PLANKENHORN STATIONERY CO.          | GENERAL SUPPLIES.....              |                             | 19.99        |
| 00017671 | PSASA                               | DUES & FEES.....                   |                             | 250.00       |
| 00017672 | PAYROLL FUND                        | Gross 1-10-20.....                 | ER RETIRE 1-10-20.....      | 12,544.99    |
| 00017673 | LAURA SCHRECKENGAST                 | PROF ED SERVICES OTHER.....        |                             | 781.25       |
| 00017674 | SOUTHERN NEW HAMPSHIRE UNIVERSITY   | TUITION REIMBURSE-K Eck.....       |                             | 1,881.00     |
| 00017675 | SUN GAZETTE CO                      | ADVERTISING.....                   | PERIODICALS.....            | 1,125.66     |
| 00017676 | SUSQUEHANNA TRANSIT CO              | CONTRACTED CARRIERS.....           |                             | 22,930.71    |
| 00017677 | SUSQUEHANNA PAPER & SANITARY        | REPAIRS & MAINT.....               |                             | 280.90       |
| 00017678 | TRI DIM FILTER CORP                 | GENERAL SUPPLIES.....              |                             | 154.06       |
| 00017679 | UPMC                                | MEDICAL SERVICES.....              |                             | 7,723.81     |

\* Denotes Non-Negotiable Transaction

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

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SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

General Fund - From 12/19/2019 To 01/29/2020

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Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #  | Vendor Name                         | Description Of Purchase     | Description Of Purchase | Check Amount |
|----------|-------------------------------------|-----------------------------|-------------------------|--------------|
| 00017680 | XEROX CORP                          | REPAIRS & MAINT.....        |                         | 256.36       |
| 00017681 | SUSAN ZAYDELL                       | TRAVEL-Nov & Dec 2019.....  |                         | 23.78        |
| 00017682 | ZEE MEDICAL SERVICE CO              | GENERAL SUPPLIES.....       |                         | 839.47       |
| 00017683 | TRI-VALLEY WRESTLING                | DUES & FEES.....            | Wrest Tournament.....   | 200.00       |
|          | BOOSTERS                            |                             |                         |              |
| 00017684 | MATTHEW GUSTAFSON                   | GAME OFFICIALS.....         | 9-14.....               | 79.00        |
| 00017685 | AGORA CYBER CHARTER SCHOOL          | CHARTER SCHOOL.....         |                         | 1,887.53     |
| 00017686 | BARR'S HARDWARE                     | GENERAL SUPPLIES.....       |                         | 85.36        |
| 00017687 | BAYADA HOME HEALTH CARE             | STUDENT TRANSPORTATION..... |                         | 22.50        |
| 00017688 | BEITER'S                            | GENERAL SUPPLIES.....       |                         | 397.00       |
| 00017689 | BLAST INTERMEDIATE UNIT 17          | SUPPORT ENGINEER.....       | WEBSITE HOSTING.....    | 5,276.32     |
| 00017690 | BRICKSTREET INSURANCE               | WORKERS COMP.....           |                         | 4,103.00     |
| 00017691 | COMMONWEALTH CHARTER ACADEMY        | CHARTER SCHOOL.....         |                         | 18,589.25    |
| 00017692 | J C EHRlich                         | REPAIRS & MAINT.....        |                         | 175.00       |
| 00017693 | FRY'S FIRE                          | GENERAL SUPPLIES.....       |                         | 48.70        |
| 00017694 | JusticeWorks YouthCare, Inc.        | PURCHASE TECH SERVICE.....  | ALTERNATIVE ED.....     | 10,305.08    |
| 00017695 | LOWE'S COMPANIES INC                | GENERAL SUPPLIES.....       |                         | 45.65        |
| 00017696 | PA DISTANCE LEARNING CHARTER SCHOOL | CHARTER SCHOOL.....         |                         | 1,792.19     |
|          | SCHOOL                              |                             |                         |              |
| 00017697 | PPL ELECTRIC UTILITIES              | ELECTRICITY.....            |                         | 2,449.78     |
| 00017698 | PAYROLL FUND                        | GROSS 1-17-20.....          | ER RETIRE 1-17-20.....  | 418,940.65   |
| 00017699 | RESERVE ACCOUNT                     | POSTAGE.....                |                         | 4,000.00     |
| 00017700 | SCHAEDLER YESCO DISTRIBUTION        | GENERAL SUPPLIES.....       |                         | 141.57       |
| 00017701 | ROBERT M. SIDES, INC.               | GENERAL SUPPLIES.....       |                         | 75.00        |
| 00017702 | UGI UTILITIES, INC.                 | NATURAL GAS.....            |                         | 6,585.88     |
| 00017703 | VERIZON WIRELESS                    | CELL PHONE SERVICE.....     |                         | 95.33        |
| 00017704 | XEROX CORP                          | REPAIRS & MAINT.....        |                         | 881.24       |
| 00017705 | MOUNTAINSIDE SCREEN PRINT           | GRANT EXPENSE.....          | 002447.....             | 123.50       |
| 00017706 | BRANDY LAIR                         | CHARTER SCHOOL.....         | Internet Billing.....   | 100.00       |
| 00017707 | PA FBIA                             | TRAVEL-FBIA.....            |                         | 1,105.00     |
| 00017708 | AED SUPERSTORE                      | GENERAL SUPPLIES.....       |                         | 285.00       |
| 00017709 | BARR'S HARDWARE                     | GENERAL SUPPLIES.....       |                         | 51.02        |
| 00017710 | BAYADA HOME HEALTH CARE             | STUDENT TRANSPORTATION..... |                         | 45.00        |
| 00017711 | LISA BEACH                          | TRAVEL-CSIU Meeting.....    |                         | 31.63        |
| 00017712 | CARDMEMBER SERVICES                 | GENERAL SUPPLIES.....       |                         | 198.02       |
| 00017713 | CENTRAL ELEM. ACCOUNT               | DUES & FEES.....            |                         | 330.00       |
| 00017714 | CRITERIA CORP                       | PURCHASE TECH SERVICE.....  |                         | 1,200.00     |
| 00017715 | DIRECT ENERGY BUSINESS              | ELECTRICITY.....            |                         | 10,317.99    |
| 00017716 | GRAINGER                            | GENERAL SUPPLIES.....       |                         | 74.92        |

\* Denotes Non-Negotiable Transaction

P - Prenote

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# - Payables within Check

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SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

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General Fund - From 12/19/2019 To 01/29/2020

Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #   | Vendor Name                  | Description Of Purchase            | Description Of Purchase | Check Amount |
|-----------|------------------------------|------------------------------------|-------------------------|--------------|
| 00017717  | HEGERTY                      | TEXTBOOKS.....                     |                         | 171.98       |
| 00017718  | HILSHER GRAPHICS             | GENERAL SUPPLIES.....              |                         | 186.70       |
| 00017719  | INDUSTRIAL PIPING SYSTEMS    | GENERAL SUPPLIES.....              |                         | 314.69       |
| 00017720  | JESSICA KALEIDAS             | TRAVEL-PMEA DIST CHORUS.....       |                         | 0.00         |
| 00017721  | KEYSTONE ADVERTISING         | GENERAL SUPPLIES.....              |                         | 27.50        |
|           | SPECIALTIES                  |                                    |                         |              |
| 00017722  | KURTZ BROTHERS               | GENERAL SUPPLIES.....              |                         | 134.64       |
| 00017723  | LJC JANITORIAL DISTRIBUTORS  | GENERAL SUPPLIES.....              |                         | 90.00        |
| 00017724  | LCBDA                        | FIELD TRIPS.....                   |                         | 90.00        |
| 00017725  | LOWE'S COMPANIES INC         | GENERAL SUPPLIES.....              |                         | 94.76        |
| 00017726  | MONTOURSVILLE AREA SCHOOL    | CONTRACTED CARRIERS.....           |                         | 724.06       |
|           | DIST                         |                                    |                         |              |
| 00017727  | PA FBIA                      | TRAVEL.....                        |                         | 1,202.00     |
| 00017728  | PASBO                        | TRAVEL.....                        |                         | 75.00        |
| 00017729  | PETTY CASH                   | TRAVEL.....                        | GENERAL SUPPLIES.....   | 175.25       |
| 00017730  | PLANKENHORN STATIONERY CO.   | GENERAL SUPPLIES.....              |                         | 47.64        |
| 00017731  | PSERS                        | RETIREMENT.....                    |                         | 576.12       |
| 00017732  | ROMMELT ELEM IMPREST FUND    | DUES & FEES.....                   | GENERAL SUPPLIES.....   | 275.00       |
| 00017733  | CHERYL SCHONEWOLF            | GENERAL SUPPLIES.....              |                         | 134.99       |
| 00017734  | SPORTSMAN'S                  | REPAIRS & MAINT.....               |                         | 3,913.75     |
| 00017735  | STEVE SHANNON TIRE & AUTO    | REPAIRS & MAINT.....               |                         | 24.95        |
|           | CENTERS                      |                                    |                         |              |
| 00017736  | SUSQUEHANNA TRANSIT CO       | CONTRACTED CARRIERS.....           |                         | 3,365.68     |
| 00017737  | SUSQUEHANNA UNIVERSITY BANDS | FIELD TRIPS.....                   |                         | 210.00       |
| 00017738  | SW Social Fund               | DUES & FEES.....                   |                         | 480.00       |
| 00017739  | UPMC                         | PROF SERVICES.....                 |                         | 4,350.00     |
| 00017740  | WILLIAMSPORT MIRROR & GLASS  | REPAIRS & MAINT.....               |                         | 597.00       |
|           | CO                           |                                    |                         |              |
| 00017741  | FRANK HINDS JR               | CHARTER SCHOOL.....                | Internet Reimb.....     | 100.00       |
| 00017742  | JESSALEE KLINE               | CHARTER SCHOOL.....                | Internet Reimb.....     | 100.00       |
| 00017743  | JESSICA KALEIDAS             | TRAVEL-PMEA DIST CHORUS.....       |                         | 150.47       |
| *00E20039 | CAFETERIA FUND               | Transfer Nov 2019 NSLP Claims Subs |                         | 37,715.91    |
| *00E20040 | WOODLANDS BANK               | Direct Deposit Fee for 12-20-19 Pa |                         | 10.00        |
| *00E20041 | DISCOVERY BENEFITS           | HSA Fee for Nov 2019.....          |                         | 253.00       |
| *00E20042 | WOODLANDS BANK               | Direct Deposit Fee for 1-3-2020 Pa |                         | 10.00        |
| *00E20043 | WOODLANDS BANK               | Wire Transfer Fee from wiring HI P |                         | 25.00        |
| *00E20044 | LYCOMING COUNTY INSURANCE    | Highmark Jan 2020 Health Ins Prem. |                         | 176,169.35   |
|           | CONSORTIUM                   |                                    |                         |              |

\* Denotes Non-Negotiable Transaction

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# - Payables within Check

SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

General Fund - From 12/19/2019 To 01/29/2020

facksmc

Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #   | Vendor Name        | Description Of Purchase            | Description Of Purchase | Check Amount |
|-----------|--------------------|------------------------------------|-------------------------|--------------|
| *00E20045 | WOODLANDS BANK     | To record Direct Deposit Fee for 1 |                         | 10.00        |
| *00E20046 | WOODLANDS BANK     | Extra Pay due to Payroll Substitut |                         | 10.00        |
| *00E20047 | DISCOVERY BENEFITS | HSA Fee for Dec 2019.....          |                         | 236.50       |
|           |                    |                                    | 1,387,978.68            |              |
|           |                    | 10-GENERAL FUND                    |                         |              |
|           |                    | Grand Total Manual Checks :        | 214,204.18              |              |
|           |                    | Grand Total Regular Checks :       | 1,173,774.50            |              |
|           |                    | Grand Total Direct Deposits:       | 0.00                    |              |
|           |                    | Grand Total Credit Card Payments:  | 0.00                    |              |
|           |                    | Grand Total All Checks :           | 1,387,978.68            |              |

\* Denotes Non-Negotiable Transaction

p - Prenote

c - Credit Card Payment

# - Payables within Check

d - Direct Deposit

01/29/2020 07:42:02 AM

SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

facksmc

CAFETERIA FUND - From 12/19/2019 To 01/29/2020

Note: Output selection limited to transactions dated between 12/19/2019 and 01/29/2020

| Check #                           | Vendor Name     | Description Of Purchase            | Description Of Purchase     | Check Amount |
|-----------------------------------|-----------------|------------------------------------|-----------------------------|--------------|
| 00006116                          | NUTRITION INC   | FOOD.....                          |                             | 31,498.47    |
| 00006117                          | PAYROLL FUND    | P.R. 1-3-20 GROSS.....             | P.R. 1-3-20 ER RETIRE.....  | 12,109.64    |
| 00006118                          | PAYROLL FUND    | P.R. 1-17-20 GROSS.....            | P.R. 1-17-20 ER RETIRE..... | 2,786.86     |
| 00006119                          | BETH PRICE      | Refund of Account 22031.....       |                             | 10.85        |
| 00006120                          | DANIESHA GIBSON | Refund of Account 27143.....       |                             | 10.55        |
| 00006121                          | JESSICA REGEL   | Refund of Account 23031.....       |                             | 8.35         |
| 00006122                          | NINA BLAIR      | Refund of Account 29062 26117..... |                             | 34.99        |
| 50-FOOD SERVICE FUND              |                 |                                    |                             | 46,459.71    |
| Grand Total Manual Checks :       |                 |                                    |                             | 0.00         |
| Grand Total Regular Checks :      |                 |                                    |                             | 46,459.71    |
| Grand Total Direct Deposits:      |                 |                                    |                             | 0.00         |
| Grand Total Credit Card Payments: |                 |                                    |                             | 0.00         |
| Grand Total All Checks :          |                 |                                    |                             | 46,459.71    |

\* Denotes Non-Negotiable Transaction

P - Prenote

c - Credit Card Payment

# - Payables within Check

01/29/2020 07:07:02 AM

SOUTH WILLIAMSPORT SCHOOL DIST

Page 1

TO: BOARD OF SCHOOL DIRECTORS

FROM: JAMIE MOWREY, BUSINESS MANAGER

DATE: February 3, 2020

RE: CAPITAL RESERVE FUND BILLS

---

**Johnson Controls**

|                    |             |
|--------------------|-------------|
| Labor Progress Fee | \$11,525.76 |
|--------------------|-------------|

|                                    |                    |
|------------------------------------|--------------------|
| <b>Total Capital Reserve Bills</b> | <b>\$11,525.76</b> |
|------------------------------------|--------------------|

January 6, 2020

The regular meeting of the South Williamsport Area School Board was called to order at 7:00 PM in the library of the High School by the President, Nathan Miller.

The meeting opened with a Moment of Silence and Pledge to the Flag.

Board Members Present: Bachman, Bingham, Bowman, Cramer, Engel, Fiorini, McGinn, Miller and Molino.

Others Present: Mark Stamm – Superintendent, Fred Holland – Solicitor, and Jamie Mowrey – Business Manager.

Visitors: Melissa Bradley, Josalyn Bradley, Emily Wagner, Chris Molino, Adam Dincher and Mike Reuther – SunGazette.

#### **APPROVE TREASURER'S REPORT**

A motion to approve the Treasurer's Report for November 2019 was moved by Bachman, second by Fiorini. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

#### **APPROVE GENERAL FUND BILLS**

A motion to approve the payment of bills from the General Fund in the amount of \$2,290,446.15 as funds become available was moved by Bachman, seconded by Bingham. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

#### **APPROVE FOOD SERVICE BILLS**

A motion to approve the payment of bills from the Food Service Fund in the amount of \$119,158.35 as funds become available was moved by Fiorini, seconded by Bachman. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

#### **APPROVE CAPITAL RESERVE BILLS**

A motion to approve the payment of bills from the Capital Reserve Fund in the amount of \$15,252.24 as funds become available was moved by Bachman, seconded by Fiorini. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

#### **APPROVE MINUTES**

A motion to approve the minutes of December 3, 2019, as written was moved by Fiorini, seconded by Bachman. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

#### **SUPERINTENDENT RECOMMENDATIONS**

##### **CONFERENCE REQUESTS**

A motion to approve conference requests was moved by Fiorini, seconded by McGinn.

- Keith Cramer, Jen Kimball, Bill Reighard, Mike Steppe and Dwight Woodley to the Computer Science Collaborative sponsored by BLaST IU 17 on February 21, 2020 in Canton, PA.
- Keith Cramer, Jen Kimball, Bill Reighard, Mike Steppe and Dwight Woodley to the SCRIPT (Strategic CSforALL Resource and Implementation Planning Tool) Training sponsored by BLaST IU 17 on March 18, 2020 in Williamsport, PA.
- Rae Ann Pardoe, Tina Pulver, Jess Ross and Melanie Shepheard to Quality Behavioral Training sponsored by BLaST IU 17 on February 5 and 6, 2020 in Williamsport, PA.

Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

### **RESIGNATION**

A motion to approve Lee Ann Scott's letter of resignation for retirement purposes from her Central Elementary Secretary position effective May 1, 2020 was moved by Bachman, seconded by Bowman. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-abstain, and Molino-yes, motion carried.

### **EMPLOYMENT**

A motion to approve Miki Rebeck as Musical Director for the 2020 Spring Musical at a stipend of \$1,250 was moved by Engel, seconded by Bingham. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

A motion to approve Robert Killian as an Elementary Volunteer Wrestling Coach was moved by Bachman, seconded by Fiorini. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

A motion to approve Jennifer Day as a certified substitute and Angela DiRocco and Tinecia Repard as Guest Teachers was moved by Bachman, seconded by Engel. Roll call: Bachman-yes, Bingham-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, and Molino-yes, motion carried.

### **OVERNIGHT/OUT OF STATE FIELD TRIP REQUESTS**

A motion to approve overnight and/or out of state field trip requests was moved by Engel, seconded by Bachman.

- Chorus student to the PMEA District Chorus Festival on January 15-17, 2020 in Middleburg, PA.
- Band Students (Grades 9-12) to PMEA District Orchestra on January 29-31, 2020 at the Lewisburg High School in Lewisburg, PA.
- Band Students (Grades 9-12) to PMEA District Band on February 13-15, 2020 at the Danville High School in Danville, PA.
- Key Club Students (Grades 9-12) to the PA Key Club Convention on March 13-15 at the Penn Stater Convention Center in State College, PA.
- Art Students (Grades 9-12) to New York City, NY on February 28, 2020.

### **COURTESY TO THE FLOOR**

The following topics were discussed by the following individuals:

Melissa Bradley-- Principal Spotlight discussions

### **EXECUTIVE SESSION**

There will be an executive session immediately following the board meeting regarding legal matters. No action will result from this meeting.

A motion to adjourn the meeting was made by Fiorini, seconded by Engel. All members present voting yes, the meeting was adjourned at 7:35 PM.

Attest

Jamie Mowrey  
Board Secretary

January 20, 2020

The regular meeting of the South Williamsport Area School Board was called to order at 7:00 PM in the library of the High School by the President, Nathan Miller.

The meeting opened with a Moment of Silence and Pledge to the Flag.

Board Members Present: Bachman, Bowman, Engel, Fiorini, McGinn, Miller and Molino.

Others Present: Mark Stamm – Superintendent, Fred Holland – Solicitor, and Jamie Mowrey – Business Manager.

Visitors: Thomas Deljanovan, Larry Baker, David Lehman, Polly Lehman, Brenda Trimble, John Kropp, Fran Kropp, Melissa Bradley, Josalyn Bradley, Holly Huyck, Casey Lowmiller, Laura Lowmiller, Andy Silverstrim, Vern McKissick – McKissick Associates and Mike Reuther – SunGazette.

## **SUPERINTENDENT RECOMMENDATIONS**

### **BUDGET PRESENTATION ON REVENUES**

Jamie Mowrey, Business Manager, gave a presentation on school district funding. The South Williamsport Area School District receives 42-43% of total revenue from local sources, 54-56% from state sources and 1-2% from federal sources. Federal sources include Title I, Title II and Title IV. State sources include the Basic Instructional Subsidy, Section 1305, Special Education Subsidy, Transportation Subsidy, Building Reimbursement Subsidy (i.e. PLANCON), Health Services, Property Tax Reduction Allocation (i.e. state gambling funds), School Safety and Security Grants, Other Safe Schools Grants, Ready to Learn Block Grant, PA Smart Grant, State Share of FICA and State Share of PSERS. The Basic Instructional Subsidy makes up 31.5% of total revenue or 56.9% of state revenue. These funds are allocated to districts by a formula consisting of 2 parts: a base allocation and a student-weighted distribution. Our share of the base allocation is \$5,773,754 and will remain unchanged under current legislation. The student-weighted distribution is driven out by a formula that consists of the district's student-weighted average daily membership multiplied by its median household income and its local effort capacity index. The total amount of the Student-Weighted Distribution is allocated every year so our share can fluctuate greatly depending on how we compare to other districts throughout the Commonwealth. The Special Education Subsidy, which is 4.4% of total revenue or 8.0% of state revenue, is also driven by a formula. Our share of the base allocation is \$804,886. The student based allocation is distributed based on our special education student population multiplied by the local tax effort factor and our local wealth factor. Once again, our share can fluctuate greatly depending on how we compare to other districts throughout the Commonwealth. The State Share of FICA and PSERS is calculated by categorizing employees in 2 buckets: "Existing" employees and "New" employees as defined by Act 29 of 1994. "Existing" employees are reimbursed at 50% and "New" employees are reimbursed at the greater of 50% or the district's Market Value/Personal Income Aid Ratio. Our MV/PI ratio typically falls between 65-66%. Local sources include real estate taxes, public utility realty taxes, payments in lieu of taxes, earned income taxes, real estate transfer taxes, delinquent real estate taxes, earnings on investments, athletic event admissions, IDEA funding, facility rental fees, private donations from the South Williamsport Area School District Education Foundation, tuition, receipts from other LEAs, energy incentive rebate and miscellaneous revenues. Real estate taxes are 26.9% of total revenue or 63.4% of local revenue. 1 mill = \$1 of tax for every \$1,000 of assessed value. Our taxable assessed values have risen through 2018/19; plateaued in 2019/20 and are showing a decrease for 2020/21. The millage rate for 2019/20 was 16.78 mills. Earned income tax is 11.2% of total revenue or 26.4% of local revenue. We receive 1.1% on the earned income of residents.

Jamie Mowrey then presented a preliminary copy of the budget for the 2020/2021 school year. In the preliminary budget, real estate tax revenue was decreased due to the drop in taxable assessed values and other revenues were adjusted based on a historical review of funds received. Expenses were adjusted based on estimated wage increases and employee benefits were adjusted for the increase in the

PSERS rates and the anticipated increase in health insurance expenses. This resulted in a deficit budget of \$293,939 which would drop fund balance down to \$523,168. The budget process is ongoing and adjusted figures will be presented to the school board at a future date.

### **BUILDING PROJECT – NEXT STEPS**

Vern McKissick from McKissick Associates gave a presentation on the next steps for a building project. A building project has 4 phases: Groundwork, Design, Construction and Closeout. Under Groundwork, a feasibility study is conducted. Then, a Building Advisory Team (BAT) is established. The BAT team will consist of administration, key staff, Board members and outside stakeholders. The BAT team will assist with planning and building program development that helps further define needs in detail and refine cost and budget alignment. This is where the district will analyze open questions remaining unresolved at the end of the feasibility study and identify any new items raised by end users which results in a schematic design. This is typically completed within a 10-12 week period. Design development then begins which includes cost checks, program test fits & scope adjustments, system selection, construction type & materials selection, and detail drawings with full scope definition. Design development typically takes 16-20 weeks. This phase represents 15% of the total effort of the Architect & Engineering Team. Based on the adopted option, the total initial investment will be \$239,400. This fee is credited toward the respective design fees of each project when they proceed. After the final design and estimated cost are approved, the district will be able to move onto the construction phase where the project is bid out and the project begins. Under the construction and the closeout phases, there are weekly job conferences, change orders are processed as needed. When construction is complete, there will be a review of maintenance and operations procedures and a warranty period of 12 months following the completion of the project.

A motion to hire McKissick Associates to perform the design phase of the project was moved by Fiorini, seconded by McGinn. Roll call: Bachman-yes, Bowman-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, Molino-yes, motion carried.

### **EMPLOYMENT**

A motion to approve Jean Cohick as a certified substitute teacher was moved by Bachman, seconded by Engel. Roll call: Bachman-yes, Bowman-yes, Engel-yes, Fiorini-yes, McGinn-yes, Miller-yes, Molino-yes, motion carried.

### **COURTESY TO THE FLOOR**

The following topics were discussed by the following individuals:

Michelle Finn – Architect that performed the last project  
Andy Silverstrim – building project  
John Kropp – building project  
Casey Lowmiller – building project and real estate tax increases  
Tom Deljanovan – building project  
Melissa Bradley – payments in lieu of taxes and nontaxable properties

### **EXECUTIVE SESSION**

There will be an executive session immediately following the board meeting regarding legal matters. No action will result from this meeting.

A motion to adjourn the meeting was made by Bachman, seconded by Engel. All members present voting yes, the meeting was adjourned at 8:51 PM.

Attest

Jamie Mowrey  
Board Secretary



To Whom it may concern,

I would like to start by thanking you for the opportunity to work in such a wonderful environment. I have truly enjoyed my time with the South Williamsport Area School District. From the teachers and staff, to the students, I could not have asked to work with a better group of people. With that being said, it is with great sadness that I submit my resignation of employment. Being a member of the team has been such a blessing and I feel it has given me the tools needed to pursue another route. I have learned so much and gained more respect for teachers and anyone who selflessly devotes their time to working with children.

Thank you again, from the bottom of my heart, for allowing me to be a part of such a fantastic team!

Sincerely,

A handwritten signature in black ink that reads "Ashley Stout". The signature is written in a cursive, flowing style. The first name "Ashley" is written with a large, looped 'A' and the last name "Stout" is written with a large, looped 'S'.

Ashley Stout

January 22, 2020

South Williamsport Area School District

700 Percy Street

So. Williamsport, PA 17702

Dr. Stamm,

I will be retiring on June 5, 2020 with sadness and with great excitement for the next chapter in my life.

Thank you for allowing me the privilege of being a South teacher for almost 19 years! I have come to love our staff, our students, and our community. Thank you for that opportunity.

Sincerely,

Elizabeth M. Frey

# Field Trip Request

Print Form



South Williamsport Area  
School District  
515 West Central Ave.  
South Williamsport, PA  
17702  
Phone: 570-327-1581  
Fax: 570-326-0641  
www.swasd.org

Teacher: **Mr. Rubert & Ms. Kimball**  
Grade / Club **FBLA (9, 10, 11, & 12)**  
Building **Jr / Sr High School**  
Date of Application **1/16/2020**

## General Information

Place to be Visited **FBLA State Conference in Hershey**  
Date of Visitation **April 6 & 7**  
Number of Students **11**  
Number of Faculty **2**  
Additional Chaperones **0**

## Transportation

Transportation Needs **School Bus(s)**  
Departure Time **Monday 4/6 AM (6:00 AM)**  
Time Leaving Destination **Tuesday 4/7 Afternoon**

### Explain how this trip is related to specific course objectives or will enhance other learning outcomes:

Students will compete in their respective qualified categories against over 100 schools in Pennsylvania in an effort to create more interest in and further understand American business enterprise. Students have opportunities to attend leadership workshops to develop competent & aggressive business leadership as well as strengthen the confidence of students in themselves and their work.

### Additional information if needed:

## Fees

Admission Fees (\$) **1105.00**  
Funding Source for Admission **FBLA Club**  
Funding Source for Transportation **N/A**

## Substitute Coverage

### Number and duration of coverage needed:

2 subs @ 2 days each  
Rubert & Kimball - Monday & Tuesday

Is this an out of state trip? **NO**  
Is this an overnight trip? **YES**

## Approval / Signature Required

Principal:

*Jesse Smith*

Superintendent:

*[Signature]*

**School board approval is required for all overnight and/or out of state trips.**

# Field Trip Request

[Print Form](#)


South Williamsport Area  
School District

515 West Central Ave.  
South Williamsport, PA

17702  
Phone: 570-327-1581  
Fax: 570-326-0641  
www.swasd.org

Teacher: **Patty Schick**  
Grade / Club **FCCLA**  
Building **Jr / Sr High School** ☐  
Date of Application **01/19/20**

## General Information

Place to be Visited **PA FCCLA State Conference** *@ Penn Stater*  
Date of Visitation **03/29-04/01/20**  
Number of Students **7**  
Number of Faculty **1**  
Additional Chaperones **0**

## Transportation

Transportation Needs **School Van** ☐  
Departure Time **3 pm**  
Time Leaving Destination **noon**

**Explain how this trip is related to specific course objectives or will enhance other learning outcomes:**

11.1. Financial and Resource Management  
G. Compare the availability, costs and benefits of accessing public, nonpublic and for-profit services to assist the family. B. Evaluate the effectiveness of action plans that integrate personal, work, family and community responsibilities.  
C. Analyze teamwork and leadership

## Additional information if needed:

Students will compete in STAR Events in the Community Service, Sustainability, and Advocacy categories.

## Fees

Admission Fees (\$) **\$300/person**  
Funding Source for Admission **FaCS budget**  
Funding Source for Transportation **FaCS budget**

## Substitute Coverage

**Number and duration of coverage needed:**

1 substitute for 3 days

Is this an out of state trip?

**NO** ☐

Is this an overnight trip?

**YES** ☒

## Approval / Signature Required

Principal:

*[Signature]*

Superintendent:

*[Signature]*

**School board approval is required for all overnight and/or out of state trips.**

# Field Trip Request

[Print Form](#)


South Williamsport Area  
School District  
515 West Central Ave.  
South Williamsport, PA  
17702  
Phone: 570-327-1581  
Fax: 570-326-0641  
www.swasd.org

Teacher: **Manny Tsikitas**  
Grade / Club **9-12 Gifted**  
Building **Jr / Sr High School** ☐  
Date of Application

## General Information

Place to be Visited **University of Delaware**  
Date of Visitation **2/19/20**  
Number of Students **11**  
Number of Faculty **2**  
Additional Chaperones **0**

## Transportation

Transportation Needs **School Van** ☐  
Departure Time **7 am**  
Time Leaving Destination **2 pm**

**Explain how this trip is related to specific course objectives or will enhance other learning outcomes:**

We will tour the campus and learn about the admissions process and the Honors Program. Students can compare an out of state school to some of the in state schools we have visited.

**Additional information if needed:**

Scott Manning will be my other chaperone to drive the driver's ed car.

## Fees

Admission Fees (\$) **0**  
Funding Source for Admission **N/A**  
Funding Source for Transportation **school vehicles**

## Substitute Coverage

**Number and duration of coverage needed:**

2 full day

Is this an out of state trip? **YES** ☐  
Is this an overnight trip? **NO** ☐

## Approval / Signature Required

Principal:

*Jesse Smith*

Superintendent:

*Michael Sam* 1-7-20

**School board approval is required for all overnight and/or out of state trips.**

**South Williamsport Area School District****Title I Parent Policy**  
**Central Elementary School****Revised (2/3/20)****Title I Parent Policy**

The Elementary and Secondary Education Act (ESEA) requires that Title I parents be informed annually about our South Williamsport Area School District Title I Parent Policy. This Policy states the following:

- Parents will be sent letters informing them that their child is eligible to participate in Title I Reading.
- Parents will be given opportunities to offer suggestions about the planning, development and operation of the Title I program during the Back to School Nights, Parent Teacher conferences, Parent Teacher Organization Meetings, Title I Workshops, through surveys and through other school communications.
- Title I Parents will receive student progress reports during parent teacher conferences and each report card semester.
- Parent Workshops / Trainings will be offered throughout the school year to provide parents with strategies to help their child succeed in school.
- Materials will be made available to parents to use with their children at home to reinforce what the children are learning in reading and math at school.
- Parents will be sent a monthly newsletter entitled "The Reading Connection" which will provide them with helpful reading and writing suggestions for use at home. Also, Title I feature pages and Title I topics are disseminated to parents on a monthly to bi-monthly basis.
- Parents will be given assistance in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress with teachers.
- Parents have access to the South Williamsport Area School District's website through School wires that will provide them with information on Title I programs, reading instructional strategies to use at home and related websites.
- Parents, school staff and students will share in the responsibility for improved student achievement based on the school-parent compact.



South Williamsport Area School District  
 Central Elementary  
 555 West Mountain Avenue  
 South Williamsport, PA 17702  
 P: (570) 323-3694 • F: (570) 320-4492  
 www.swasd.org

## Central Elementary School

### Title I Home/School Compact

Today more than ever, successful education requires a home/school partnership that encourages equal and continuing support from family and school for the benefit of the students.

#### **School Commitment:**

We promise to...

- Teach the state academic standards and eligible content
- Be aware of and modify for the individual learning styles and needs of your child
- Provide specific, helpful strategies/techniques so you may help support learning at home
- Clearly explain expectations to students and provide appropriate modeling
- Frequently communicate with the family on your child's progress and arrange to be available for conferences when requested.
- Be a responsible role model and respect each child as an individual
- Encourage good citizenship and positive learning habits (Positive Behavior Plan)

Title I Teacher Signature: \_\_\_\_\_

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

#### **Family Commitment:**

To be an active parent in my child's education, I will...

- Communicate with teacher or Title I staff regularly with questions, concerns or problems
- Attend parent conferences to learn about my child's progress
- Attend parenting or informational workshops
- Encourage and support my child to attend summer academy if recommended
- Participate in any summer reading opportunities planned by the school
- Encourage good citizenship and positive learning habits (Positive Behavior Plan)

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

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

#### **Student Commitment**

As a student, I will....

- Be at school on time ready to learn daily
- Be responsible for my own behavior
- Ask questions and for help from my teacher/family when needed
- Show respect, good citizenship and good learning habits (Positive Behavior Plan)

Student Signature: \_\_\_\_\_

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

Homeroom: \_\_\_\_\_

South Williamsport Area School District  
Memorandum of Understanding  
Agreement between  
South Williamsport Area School District (SWASD)  
And  
STEP, Inc., administrator of STEP Head Start

| <b>Coordination Activity</b>                                   | <b>LEA</b>  | <b>Local Preschool/Head Start</b>   |
|--|---|---|
| Data and Record Sharing/Enrollment/Parent Communications       | SWASD will accept appropriate data and records for all children enrolling in the district from the preschool/Head Start Agency.   | The preschool/Head Start agency will provide SWASD with appropriate data and records for all students enrolling in the district.  |
| Channels of Communication Between LEA and preschool/Head Start | SWASD will facilitate communications with the preschool/Head Start agency through the use of telephone calls, emails, and hard copy letters as appropriate.   |   |
| Meetings with preschool/Head Start and LEA staff and Parents   | <p>SWASD will communicate with preschool/Head Start agency to schedule an annual meeting to plan for the enrollment of all students into the district.</p> <p>IN addition, staff from the LEA and early childhood agency will be invited to participate, as well as the parent(s)/guardian(s) of the child planning on enrolling in the district for students with IEPs for individualized transition meetings. *Early Intervention meetings are coordinated by the I.U. in February. The district is invited to participate in these meetings to plan for students with special needs.</p> | <p>The preschool/Head Start agency will communicate with the SWASD to schedule both an annual meeting, as well as transition meetings for students with IEPs planning on enrolling in the district.</p> <p>Staff from the early childhood agency, the school district, and parents will be included in the planning meeting for students with IEPs.</p> |
| Professional Development                                       | SWASD will share information with the preschool/Head Start agency regarding in-   | The preschool/Head Start agency will share information about in-house professional  |



|  |  |   |
|--|--|---|
|  | house professional development opportunities.  | development opportunities with the SWASD.   |
| Coordinating Services and Communication                | Using the established channels of communication, SWASD will arrange with the preschool/Head Start agency to coordinate services for students enrolling in the district.                          | Using established channels of communication, the preschool/Head Start agency will arrange with SWASD to coordinate services for students planning on enrolling in the district. |
| Family Engagement                                      | SWASD will coordinate with the preschool/Head Start agency to include the families of student(s) who plan on enrolling in the SWASD in appropriate orientation and family engagement activities. | The preschool/Head Start agency will participate in a meeting to discuss the curricular objectives of the SWASD and appropriate instructional techniques.                       |
| Linking Preschool/Head Start Services and LEA Services | SWASD will meet to discuss coordination of services with the preschool/Head Start agency.  | The preschool/Head Start agency will meet to discuss coordination of series with SWASD.   |

Signatures:

**LEA**

---

Superintendent

Signature

Date

**LEA**

---

Coordinator of Federal Programs

Signature

Date

**Preschool/Head Start**

---

Director

Signature

Date

**Preschool/Head Start**

---

CFO

Signature

Date

August, 2019

## **Parent Right-to-Know**

Parent Right to Know Information as Required by The Elementary and Secondary Education Assistance (ESEA) [Section 1112(e)(1)(A)] and the Every Student Succeeds Act [Section 1112(e)(1)(A)]

Dear Parent(s)/Legal Guardian(s):

Your child attends Central Elementary, which receives Federal Title I funds to assist students in meeting state achievement standards. Throughout the school year, we will be providing you with important information about this law and your child's education. This letter lets you know about your right to request information about the qualifications of the classroom staff working with your child.

At Central Elementary, we are very proud of our teachers and feel they are ready for the coming school year and are prepared to give your child a high-quality education. As a Title I school, we must meet federal regulations related to teacher qualifications as defined in ESEA. These regulations allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher met state qualifications and certification requirements for the grade level and subject he/she is teaching,
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

The Every Student Succeeds Act (ESSA) which was signed into law in December 2015 and reauthorizes the Elementary and Secondary Education Act of 1956 (ESEA) includes additional right to know requests. At any time, parents and family members can request:

- Information on policies regarding student participation in assessments and procedures for opting out, and
- Information on required assessments that include
  - subject matter tested,
  - purpose of the test,
  - source of the requirement (if applicable),
  - amount of time it takes students to complete the test, and
  - time and format of disseminating results.

Our staff is committed to helping your child develop the academic knowledge and critical thinking skills he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals meet applicable Pennsylvania state requirements.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact me at Central Elementary at 570-323-3694 or email me at [mloomis@swasd.org](mailto:mloomis@swasd.org).

Sincerely,

Principal Loomis

Central Elementary School is now a Schoolwide Title I School

What is a Schoolwide Program?

August 1, 2019

Dear Parent and Guardians,

During the 2019-2020 school year, Central Elementary applied to the Pennsylvania Department of Education to move from a Title I Targeted Assistance School to a Schoolwide School. A Schoolwide Title I Program is a method of delivering Title I services that allows the school to address the educational needs of all students in a school community. In a Schoolwide model, Title I services can provide comprehensive strategies for improving the entire school such that every student can achieve at high levels of academic proficiency.

Schoolwide Programs serve all students in the school. All staff, resources and classes are a part of the overall Schoolwide Program. The purpose is to generate high levels of academic achievement in the core subject areas. Central Elementary will be focusing on Language Arts/reading. This will be achieved through high quality instruction and programming based on scientifically based research, strategies and methods to improve teacher development.

Some students simply need more time or alternative teaching methodologies. Some students need direct and explicit instruction in order to succeed. Classroom teachers and Title I staff will use data from diagnostic assessments, benchmark assessments and evidence of classroom performance to determine those students showing greatest need. Students showing the greatest need and who are not receiving Special Education services are served first.

How are parents involved in the process?

- First, parents are notified about Title I services
- Parents, Teachers and students sign a compact that indicated the shared responsibilities of the school, child and the parents and the goals for success
- Parents are encouraged to participate in school activities and meetings.
- Parents may participate in Title I meetings and learning opportunities.
- Parents are also provided Title I information via newsletters, conferences and parent improvement plans

What can parents do?

- Please share a love of learning and set a good example by reading, writing letters, and lists, etc.
- Make learning fun by playing educational games, visiting the library and listening to and talking to your child.
- Show an interest in your child's school day by asking specific questions and praising effort and improvement.

Eligible students and their families will receive the Title I compact during the first week of school.

We welcome your feedback and ideas about our Title I Services. We look forward to delivering our Title I services schoolwide. This will be a great benefit to our students.

Sincerely,

Tambra Isenberg

Title I Reading Specialist

# SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT | 2020-2021 CALENDAR

**July 4** Independence Day

| JULY 2020 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    | 1  | 2  | 3  | 4  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 26        | 27 | 28 | 29 | 30 | 31 |    |

| JANUARY 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    |    |    |

**January 1** Schools Closed  
**January 15** Act 80 Full Day  
**January 18** Act 80 Full Day

20/20  
 97/99

**August 27** Professional Day  
**August 31** Act 80 Full Day

| AUGUST 2020 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    |    |

| FEBRUARY 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            |    |    |    |    |    |    |

**February 15** Weather Day (1)

19/19  
 116/118

**September 1** Act 80 Full Day  
**September 2** First Student Day  
**September 7** Schools Closed-  
 Labor Day

| SEPTEMBER 2020 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | Th | F  | S  |
|                |    | 1  | 2  | 3  | 4  | 5  |
| 6              | 7  | 8  | 9  | 10 | 11 | 12 |
| 13             | 14 | 15 | 16 | 17 | 18 | 19 |
| 20             | 21 | 22 | 23 | 24 | 25 | 26 |
| 27             | 28 | 29 | 30 |    |    |    |

| MARCH 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            | 1  | 2  | 3  | 4  | 5  | 6  |
| 7          | 8  | 9  | 10 | 11 | 12 | 13 |
| 14         | 15 | 16 | 17 | 18 | 19 | 20 |
| 21         | 22 | 23 | 24 | 25 | 26 | 27 |
| 28         | 29 | 30 | 31 |    |    |    |

**March 31** Weather Day (2)

22/22  
 138/140

**October 12** Act 80 Full Day

| OCTOBER 2020 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

| APRIL 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    |    |    | 1  | 2  | 3  |
| 4          | 5  | 6  | 7  | 8  | 9  | 10 |
| 11         | 12 | 13 | 14 | 15 | 16 | 17 |
| 18         | 19 | 20 | 21 | 22 | 23 | 24 |
| 25         | 26 | 27 | 28 | 29 | 30 |    |

**April 1** Weather Day (3)  
**April 2** Schools Closed  
**April 5** Weather Day (5)  
**April 6** Weather Day (4)

18/18  
 156/158

**November 23** Act 80 Full Day  
**November 24** Act 80 Full Day  
**November 25** Professional  
 Day  
**November 26** Thanksgiving  
 Day  
**November 27** Schools Closed  
**November 30** Schools Closed  
 17/18  
 61/63

| NOVEMBER 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |
| 29            | 30 |    |    |    |    |    |

| MAY 2021 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    |    |

**May 31** Memorial Day

20/20  
 176/178

**December 23** Schools Closed  
**December 24** Schools Closed  
**December 25** Christmas Day  
**December 28-31** Schools Closed

| DECEMBER 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 |    |    |

| JUNE 2021 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    | 1  | 2  | 3  | 4  | 5  |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 |
| 27        | 28 | 29 | 30 |    |    |    |

**June 4** Commencement  
**June 3, 4** Act 80 ½ Days  
**June 4** Last Day

4/4  
 180/182

Student Day  
 Professional Day  
 Act 80 Full Days/ No School For Students  
 Act 80 ½ Days  
 Weather Day  
 Schools Closed

Board Approval: 1<sup>st</sup> Reading:  
 February 3, 2020

Board Approval: 2<sup>nd</sup> Reading :

**Total Days**  
 180 Student Instructional Days  
 182 Teacher Days  
 2 Act 80 ½ Days/Student ½ Days  
 7 Act 80 Full Day  
 2 Professional Days  
 5 Weather Days



1946

2020

**South Williamsport Lions Club**

January 23, 2020

Dear Board Member

As chairman of the South Williamsport Lions Club District IV All-Star Football Game, I am asking for your permission for the use of the football facilities on June 19, 2020 and a rain date of June 20. We again will furnish a certificate of insurance along with adding the school district as an additional insured, if granted.

Again, as in the past 30 years, this game is set-up to help with the charities we sponsor, like North Central Sight Services, Leader Dog, Beacon Lodge, Christmas gift certificates, Scholarships, Community Development and the sponsorship of the South Williamsport LEO Club. Recently we donated \$1500 to the school backpack program and \$500 to support the Band Association and their vehicle upgrade. Also, this is the eighteenth year for a Most Valuable Player Scholarship Award. This year, we again are proud to award a \$1,000 scholarship to the winner. This is the seventeenth year we are able to donate \$1,000 from the proceeds to the Retinitous Pigmentosa Fund-better known as Tunnel Vision.

In the past 30 years, with the help of the school district and the many volunteers that help with this Event, we have donated over \$210,000 to the various charities that we support. We are very proud of our community for supporting us to reach this goal. We know with your support we can reach higher goals with this game.

Thank you for your consideration and support.

Sincerely

The South Williamsport Lions Club

President-Mike McLaughlin

Chairman-Max Dell



## Intermediate Unit 17

# Proposed 2020 – 2021 General Operations Budget

- Bradford
- Lycoming
- Sullivan
- Tioga

## Board Member Copy

### Office Locations:

- 2400 Reach Road, Williamsport  
570-323-8561 Voice / 570-323-1738 Fax
- 33 Springbrook Drive, Canton  
570-673-6001 Voice / 570-673-6007 Fax

Distributed to the IU Council on January 2, 2020  
Approved by the IU 17's Board of Directors on January 15, 2020

## BLaST IU 17

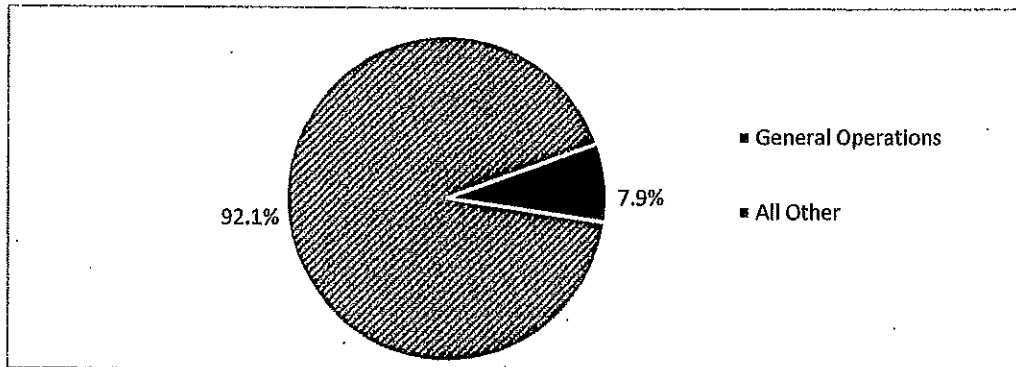
### Proposed Budget

2020/2021

### Executive Summary

**The IU team invites your inquiries and suggestions for its budgets and services and is available to discuss them at any district board meeting or administrative team meeting. Please direct inquiries to Christina Steinbacher-Reed, Executive Director or Brian Driscoll, Director of Management Services at (570) 673-6001.**

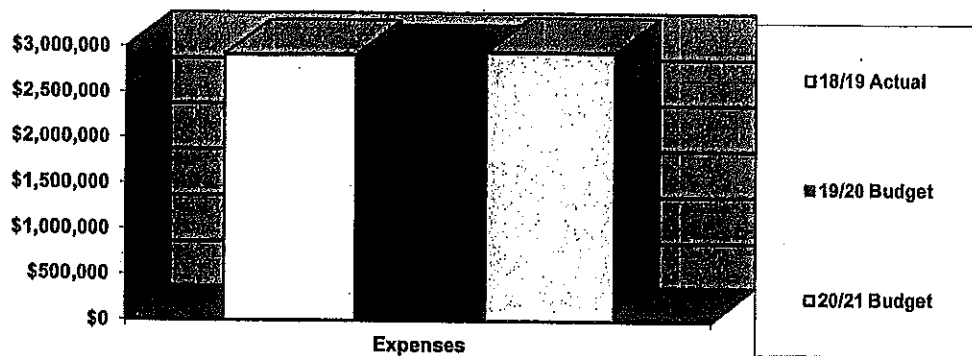
#### Overview:



This budget package contains a balanced budget for the General Operation (Funds 10 and 12) of IU 17. This budget does not include most program budgets for Federal, State, or local sources for specific purposes. Examples of these budgets are IDEA Supplemental Education Services (Individuals with Disability Education Act), Alternative Ed, partial hospitalization, Software consortium, eQUIP, etc. These budgets are governed by IU 17's Board of Directors and are adopted throughout the year. As the pie chart above illustrates, the General Operations Budget (Funds 10 and 12) comprises approximately 7.9% of the I.U. budgets, as compared to 7.7% last year.

#### General Operations:

Again this year, there is no assessment to the districts being proposed to support the General Operations Budget.



### Expenses:

As the above graph indicates, budgeted expenses are higher than last year's by approximately \$80,000, for an increase of 2.8%. Aside from normal year-over-year growth in employee salaries, a key driver in the increasing expenses is rising employee benefit costs. Early projections for healthcare insurance require a 7.5% budgetary increase for this benefit. Fortunately, growth in required employer share for PSERS retirement contributions has slowed. The current budget reflects estimated 2020-21 salaries, with actual employee salaries to be set by the IU 17 Board of Directors during the Spring of 2020. While no new full-time positions are anticipated within the General Operations budget, a vacant Administrative Assistant position is projected to be partially funded by this budget.

We have an anticipated capital transfer amount of \$200,000 in order to continue building a reserve to replace the heating units and fund upgrades and upkeep at both the Canton and Williamsport offices. Also, it is important to note that some expenses are allocated across many IU budgets (utilities, copiers, etc.) As revenue to other budgets diminishes, and salary, health care and PSERS increase, there is an increased pressure on the General Operations budget to absorb these costs.

### Revenue:

The General Operations Subsidy for Intermediate Units remains eliminated from the State budget. IU 17 has been fortunate to receive revenue-generating opportunities from the state in past years, but a change in PDE's procurement strategy for Statewide System of Support initiatives has altered this revenue stream by channeling contracts through larger Intermediate Units that act as a "prime contractor" to PDE. We must continue to be proactive in seeking contracting opportunities outside IU 17 in order to fund our general operations without placing a financial burden on IU 17 member districts. We continue to contract services and products to our districts, as well as to districts and Intermediate Units throughout the state, to generate revenue in support of the General Operations budget.

IU 17 receives a significant portion of its revenue from indirect cost streams related to many of its state and federal programs. As these programs continue to experience flat funding or very small increases, we are struggling to accommodate salary and benefit increases within program grant funds. As a result, the indirect cost pool is being tapped



to help cover these expenses, placing additional pressure on General Operations revenue. To the extent these revenues decrease, fund balance will be used, if necessary.

In order to continue providing delivery of training and technical assistance services to our member districts at no charge whenever possible, IU 17 intends to once again apply to PDE for an administrative waiver of 11% of Component 2 funds to support training and consultative (TAC) services.

There is no assessment to the IU 17 member school districts. On the affirmative vote of the IU Superintendents, we will request a \$1,000 per district contribution to help defer the cost of continuing professional development for school district administrative staff.

## **BUDGET ADOPTION PROCESS**

1. The IU 17 Team prepares the General Operation Budget.
2. The Budget is reviewed by the IU 17 Advisory Council of Superintendents and recommended for adoption to the IU 17 Board of Directors.
3. The Intermediate Unit Board of Directors shall, at least thirty (30) days before May 1st, adopt and advertise the proposed Intermediate Unit budget.
4. Copies of the approved budget are provided to each school board member of each component school district for consideration and approval.
5. The budget approval requires: (a) the affirmative vote of a majority of the nineteen school districts, and (b) a majority of the proportionate weighted votes (as determined by the Pennsylvania Department of Education) calculated from the resolution. This resolution is to be submitted to the Intermediate Unit by each board's secretary no later than April 15, 2020.

**BLaST Intermediate Unit 17  
General Operations (Funds 10 and 12)**

|                                  | Revenue      |              |              |
|----------------------------------|--------------|--------------|--------------|
|                                  | 18/19 Budget | 19/20 Budget | 20/21 Budget |
| Interest                         | \$50,000     | \$60,000     | \$131,073    |
| Indirect Cost/transfer from fund | \$1,232,393  | \$1,454,063  | \$1,521,006  |
| Contracted Services              | \$1,283,350  | \$1,106,406  | \$1,042,465  |
| State Support (Retirement/SS)    | \$234,851    | \$245,113    | \$251,283    |
|                                  | \$2,800,594  | \$2,865,582  | \$2,945,827  |

**General Operations - Fund Balance Summary  
2020-2021**

|   |   |
|---|---|
| Anticipated June 30, 2020 Fund Balance Fund 10    | \$2,000,000   |
| Total Revenue                                     | \$2,945,827   |
| Total Available Resources                         | \$4,945,827   |
| Total Budgeted Expenses                           | \$2,945,827   |
| Projected Unreserved Fund Balance - June 30, 2021 | <div style="border: 1px solid black; padding: 2px;">\$2,000,000</div> |

**BLaST INTERMEDIATE UNIT 17  
GENERAL OPERATIONS FUND 10**

| Function                          | Object      |                               | 18/19 Actual | 19/20 Budget | 19/20 Projected<br>Actuals | 20/21 Budget |
|-----------------------------------|-------------|-------------------------------|--------------|--------------|----------------------------|--------------|
| 2310                              | 581         | Board Travel & Meals          | \$7,515      | \$7,000      | \$4,488                    | \$6,500      |
| 2350                              | 331         | Legal Services                | \$0          | \$15,000     | \$0                        | \$5,000      |
| 2360                              | 111/151     | Salaries-Office of Exec. Dir. | \$158,413    | \$160,532    | \$151,034                  | \$163,055    |
| 2360                              | 200's       | Benefits-Office of Exec. Dir. | \$106,375    | \$94,892     | \$104,572                  | \$120,110    |
| 2360                              | 390         | Purchased Prof Serv           | \$5,060      | \$2,500      | \$3,160                    | \$3,250      |
| 2360                              | 540         | Advertising                   | \$0          | \$1,200      | \$0                        | \$750        |
| 2360                              | 550         | Communications                | \$0          | \$2,500      | \$842                      | \$1,000      |
| 2360                              | 580         | Staff Travel/Other Expenses   | \$36,331     | \$30,000     | \$41,092                   | \$38,000     |
| 2360                              | 611         | Administrative Supplies       | \$4,333      | \$2,500      | \$2,546                    | \$2,500      |
| 2360                              | 640         | Books/Publications            | \$106        | \$2,500      | \$5,324                    | \$5,000      |
| 2360                              | 750         | Equipment-Noninstructional    | \$0          | \$0          | \$0                        | \$0          |
| 2360                              | 810         | Dues/Memberships              | \$11,682     | \$3,000      | \$14,778                   | \$15,000     |
| 2500                              | 111/112/151 | Salaries- Business Office     | \$264,048    | \$288,225    | \$277,503                  | \$284,888    |
| 2500                              | 200's       | Benefits - Business Office    | \$233,028    | \$244,334    | \$242,976                  | \$245,172    |
| 2500                              | 330         | Audit/Legal                   | \$0          | \$3,500      | \$0                        | \$2,500      |
| 2500                              | 340         | Contracted Services           | \$2,542      | \$1,500      | \$800                      | \$1,250      |
| 2500                              | 531         | Communication - Telephone     | \$1,474      | \$12,000     | \$170                      | \$750        |
| 2500                              | 532         | Communication - Postage       | \$4,139      | \$4,000      | \$2,556                    | \$4,000      |
| 2500                              | 540         | Advertising                   | \$450        | \$1,000      | \$0                        | \$0          |
| 2500                              | 580         | Staff Travel/Other Expenses   | \$8,870      | \$12,000     | \$8,178                    | \$9,000      |
| 2500                              | 610         | Supplies                      | \$16,186     | \$44,000     | \$13,932                   | \$15,000     |
| 2500                              | 750         | Equipment-Noninstructional    | \$0          | \$0          | \$0                        | \$0          |
| 2500                              | 810         | Dues/Memberships              | \$485        | \$4,000      | \$9,794                    | \$9,750      |
| 2600                              | 330         | Professional Services         | \$407        | \$1,000      | \$406                      | \$1,000      |
| 2600                              | 411         | Disposal Service              | \$1,216      | \$1,000      | \$2,270                    | \$2,500      |
| 2600                              | 413         | Contracted Serv. Cleaning     | \$16,739     | \$16,000     | \$15,634                   | \$16,000     |
| 2600                              | 432         | Contracted Serv. Maint.       | \$35,395     | \$35,000     | \$25,788                   | \$27,500     |
| 2600                              | 442         | Rental - Equipment            | \$8,305      | \$10,000     | \$6,922                    | \$7,500      |
| 2600                              | 443         | Rental - Office Space         | \$0          | \$0          | \$0                        | \$0          |
| 2600                              | 520         | General Insurance             | \$12,000     | \$8,000      | \$9,860                    | \$10,000     |
| 2600                              | 610         | Supplies- Cleaning            | \$2,832      | \$1,500      | \$2,592                    | \$2,750      |
| 2600                              | 620         | Energy (Gas & Electric)       | \$10,373     | \$11,000     | \$7,764                    | \$10,000     |
| 2600                              | 750         | Equipment-Noninstructional    | \$0          | \$1,000      | \$0                        | \$0          |
| 2830                              | 151         | Salaries - Personnel          | \$52,595     | \$26,955     | \$49,764                   | \$55,258     |
| 2830                              | 200's       | Personnel Benefits            | \$48,712     | \$21,970     | \$47,111                   | \$45,195     |
| 2830                              | 540         | Advertising (personnel Ads)   | \$0          | \$1,000      | \$0                        | \$500        |
| 2830                              | 580         | Staff Travel                  | \$3,226      | \$1,100      | \$2,100                    | \$2,200      |
| 2830                              | 611         | Supplies                      | \$1,263      | \$750        | \$196                      | \$600        |
| 2840                              | 111         | Salaries - Technology         | \$653,082    | \$643,787    | \$539,347                  | \$602,807    |
| 2840                              | 200's       | Personnel Benefits            | \$446,927    | \$403,849    | \$371,951                  | \$410,583    |
| 2840                              | 330         | Contracted Services           | \$54,726     | \$31,000     | \$37,534                   | \$38,000     |
| 2840                              | 530/550     | Communications                | \$15,066     | \$14,000     | \$6,666                    | \$8,000      |
| 2840                              | 580         | Staff Travel                  | \$52,472     | \$63,000     | \$39,152                   | \$50,000     |
| 2840                              | 600's       | Supplies                      | \$247,247    | \$150,000    | \$300,649                  | \$230,000    |
| 2840                              | 750         | Equipment - Non Instructional | \$0          | \$0          | \$0                        | \$0          |
| 5200                              | 400         | Bldg Purch/Renov              | \$158,800    | \$200,000    | \$200,000                  | \$200,000    |
| 5900                              | 840         | Budgetary Reserve             | \$0          | \$27,746     | \$56,389                   | \$25,000     |
| Fund 10 Total (General Operation) |             |                               | \$2,682,420  | \$2,605,840  | \$2,605,840                | \$2,677,868  |

**BLAST INTERMEDIATE UNIT 17  
GENERAL OPERATIONS FUND 12**

| Function                             | Object  |                                | 18/19 Actual       | 19/20 Budget       | 18/19 Projected<br>Actuals | 19/20 Budget       |
|--------------------------------------|---------|--------------------------------|--------------------|--------------------|----------------------------|--------------------|
| 2890                                 | 111/151 | Salaries - Office of Prog Spec | \$115,621          | \$122,661          | \$126,716                  | \$129,884          |
| 2890                                 | 200's   | Benefits - Office of Prog Spec | \$96,592           | \$101,357          | \$107,258                  | \$110,075          |
| 2890                                 | 330     | Workshop                       | \$13,977           | \$5,000            | \$2,576                    | \$4,000            |
| 2890                                 | 580     | Staff Travel/Other Expenses    | \$4,423            | \$17,000           | \$15,250                   | \$16,000           |
| 2890                                 | 610     | Materials & Supplies           | \$2,060            | \$9,000            | \$2,838                    | \$3,000            |
| 2890                                 | 750     | Equipment                      | \$0                | \$0                | \$0                        | \$0                |
| 5900                                 | 840     | Budgetary Reserve              | \$0                | \$4,724            | \$5,104                    | \$5,000            |
| Fund 12 Total (Educational Planning) |         |                                | \$232,673          | \$259,742          | \$259,742                  | \$267,959          |
|                                      |         |                                |                    |                    |                            |                    |
| <b>Total Fund 10 + 12</b>            |         |                                | <b>\$2,915,093</b> | <b>\$2,865,582</b> | <b>\$2,865,582</b>         | <b>\$2,945,827</b> |

## **POSITIONS / PERSONNEL -- GENERAL OPERATIONS BUDGET (FUNDS 10 AND 12)**

| <b>Position</b>   | <b>Personnel</b>           |
|---|----------------------------|
| Executive Director  | Christina Steinbacher-Reed |
| Director: Division of Educational Planning                | Brooke Beiter              |
| Director: Division of Management Services/Board Secretary | Brian Driscoll             |
| Educational Funding Coordinator                           | Sara McNett                |
| Personnel Specialist                                      | Cheryl Starr               |
| <br>Administrative Assistants                             | <br>Jana Strong            |
|   | Renee Peluso               |
|   | Debra Holmes               |
|   | Susan Mahserjian-Smith     |
|   | Vacant                     |
| <br>Accounting Personnel                                  | <br>Gretchen Geer          |
|   | Lori Tice                  |
|   | Aimee Pepper               |
| <br>Technology  | <br>Jon Paulhamus          |
|   | Carter Alexander           |
|   | Malachi Atkinson           |
|   | William Dewald             |
|   | Jon Desantis               |
|   | Tim Confer                 |
|   | Shawn Baker                |
|   | Chris Johnson              |
|   | Eric Fessler               |
|   | Edward Ploy                |
|   | Joseph Rafter              |
|   | Zachary Rowles             |
| <br>Educational Planning Specialist                       | <br>Rebecca Gibboney       |

The proposed 2020 - 2021 General Operations Budget projects costs of maintaining the staff positions listed above. Some positions represent partial FTE's.

**Comprehensive Listing of All BLAST IU 17 Budgets**  
**Fiscal Year - 2020-2021**  
**AUN: 117-000-000**

| <b>Fund</b> | <b>Description</b>               | <b>Director</b> | <b>Source</b>   | <b>Amount</b>        |
|-------------|----------------------------------|-----------------|-----------------|----------------------|
| 16          | NTIC Health Professional         | Driscoll        | NTIC            | \$ 46,966            |
| 19          | Act 89                           | Briggs          | State           | \$ 524,425           |
| 20          | Equip                            | Driscoll        | Districts       | \$ 1,021,361         |
| 21          | LCIC Health Professional         | Driscoll        | LCIC            | \$ 102,381           |
| 23          | Special Ed Core                  | Briggs          | State           | \$ 1,651,381         |
| 23          | Special Ed Contracted            | Briggs          | Districts       | \$ 9,392,000         |
| 24          | Transportation EI                | Driscoll        | State           | \$ 719,483           |
| 25          | Institutionalized Child          | Briggs          | State/Districts | \$ 195,511           |
| 26          | State Early Intervention         | Sees            | State           | \$ 3,667,145         |
| 28          | PIL Leadership Initiative        | Beiter          | State           | \$ 70,520            |
| 33          | Preschool 619                    | Sees            | Federal         | \$ 249,189           |
| 37          | T1 New Federal                   | McNett          | Federal         | \$ 6,000             |
| 40          | IDEA Part B-School Age           | Briggs          | Federal         | \$ 6,751,129         |
| 40          | IDEA PART B- EI                  | Sees            | Federal         | \$ 646,275           |
| 41          | PATTAN                           | Driscoll        | Federal         | \$ 1,520,300         |
| 50          | TI A-District                    | Mcnett          | Federal         | \$ 30,987            |
| 52          | Access                           | Driscoll        | Federal         | \$ 360,601           |
| 57          | WAN                              | McNett          | State           | \$ 95,625            |
| 59          | ELECT                            | Beiter          | State           | \$ 187,038           |
| 44          | Title I-D                        | Coran           | Federal         | \$ 111,594           |
| 66          | Title I-D                        | Coran           | Federal         | \$ 118,412           |
| 60          | SWSS Targeted School Improvement | McNett/Beiter   | Federal/State   | \$ 29,762            |
| 60          | SWSS SBI                         | McNett/Beiter   | Federal/State   | \$ 72,795            |
| 60          | Safe Schools                     | McNett/Beiter   | Federal/State   | \$ 75,300            |
| 70          | North Partial                    | Briggs          | Districts       | \$ 830,358           |
| 71          | Lycoming Partial                 | Briggs          | Districts       | \$ 460,340           |
| 72          | South Partial                    | Briggs          | Districts       | \$ 326,205           |
| 73          | Tioga Partial                    | Briggs          | Districts       | \$ 319,437           |
| 74          | LaSaQuik                         | Coran           | Districts       | \$ 140,369           |
| 75          | Clear Vision                     | Coran           | Districts       | \$ 372,993           |
| 76          | Lycoming Day Treatment           | Briggs          | Districts       | \$ 401,829           |
| 77          | Integrated Studies South         | Briggs          | Districts       | \$ 1,284,054         |
| 78          | Integrated Studies North         | Briggs          | Districts       | \$ 1,191,158         |
| 79          | Elkland Partial                  | Briggs          | Districts       | \$ 108,942           |
| 82          | Software Resell Budget           | Paulhamus       | Districts       | \$ 855,000           |
| 84          | PA Smart Grant                   | Driscoll        | State           | \$ 277,307           |
|             |                                  |                 |                 | <b>\$ 34,167,205</b> |



## IU 17 Assessment History

The following is a HISTORY OF GENERAL OPERATIONS ASSESSMENT TO DISTRICTS

| Fiscal Year | \$ Assessment | Fiscal Year  | \$ Assessment    |
|-------------|---------------|--------------|------------------|
| 1971-72     | 0             | 2011-12      | 0                |
| 1972-73     | 0             | 2012-13      | 0                |
| 1973-74     | 0             | 2013-14      | 0                |
| 1974-75     | 10,000        | 2014-15      | 0                |
| 1975-76     | 54,218        | 2015-16      | 0                |
| 1976-77     | 70,755        | 2016-17      | 0                |
| 1977-78     | 12,020        | 2017-18      | 0                |
| 1978-79     | 10,080        | 2018-19      | 0                |
| 1979-80     | 0             | 2019-20      | 0                |
| 1980-81     | 0             |              |                  |
| 1981-82     | 20,980        |              |                  |
| 1982-83     | 5,000         |              |                  |
| 1983-84     | 41,650        |              |                  |
| 1984-85     | 43,260        |              |                  |
| 1985-86     | 0             |              |                  |
| 1986-87     | 39,815        |              |                  |
| 1987-88     | 0             |              |                  |
| 1988-89     | 0             |              |                  |
| 1989-90     | 0             |              |                  |
| 1990-91     | 0             |              |                  |
| 1991-92     | 0             |              |                  |
| 1992-93     | 0             |              |                  |
| 1993-94     | 0             |              |                  |
| 1994-95     | 0             |              |                  |
| 1995-96     | 0             |              |                  |
| 1996-97     | 0             |              |                  |
| 1997-98     | 0             |              |                  |
| 1998-99     | 0             |              |                  |
| 1999-00     | 0             |              |                  |
| 2000-01     | 0             |              |                  |
| 2001-02     | 0             |              |                  |
| 2002-03     | 0             |              |                  |
| 2003-04     | 0             |              |                  |
| 2004-05     | 0             |              |                  |
| 2005-06     | 0             |              |                  |
| 2006-07     | 0             |              |                  |
| 2007-08     | 0             |              |                  |
| 2008-09     | 0             |              |                  |
| 2009-10     | 0             |              |                  |
| 2010-11     | 0             | <b>Total</b> | <b>\$309,778</b> |

## BOARD OF DIRECTORS

Athens Area School District  
Canton Area School District  
East Lycoming School District  
Jersey Shore Area School District  
Loyalsock Township School District  
Montgomery Area School District  
Montoursville Area School District  
Muncy School District  
Northeast Bradford School District  
Northern Tioga School District  
Sayre Area School District  
Southern Tioga School District  
South Williamsport Area School District  
Sullivan County School District  
Towanda Area School District  
Troy Area School District  
Wellsboro Area School District  
Williamsport Area School District  
Wyalusing Area School District

Lonnie Stethers  
Neal Palmer  
Lisa McClintock  
Nancy Petrosky  
Christina Kiessling  
Dana Pick  
William Ruffing  
Scott Johnson  
Teresa Edsell  
Julie Preston  
Debra Agnew  
Barbara Shull  
Nathan Miller  
Hal Stockdill  
Peggi Munkittrick  
Dan Martin  
Vacant  
Lori Baer  
Doug Eberlin

## ADVISORY COUNCIL OF SUPERINTENDENTS

Athens Area School District  
Canton Area School District  
East Lycoming School District  
Jersey Shore Area School District  
Loyalsock Township School District  
Montgomery Area School District  
Montoursville Area School District  
Muncy School District  
Northeast Bradford School District  
Northern Tioga School District  
Sayre Area School District  
South Williamsport Area School District  
Southern Tioga School District  
Sullivan County School District  
Towanda Area School District  
Troy Area School District  
Wellsboro Area School District  
Williamsport Area School District  
Wyalusing Area School District

Craig Stage  
Eric Briggs  
Michael Pawlik  
Jill Wenrich  
Gerald McLaughlin  
Daphne Bowers  
Christina Bason  
Craig Skaluba  
William Clark  
Diana Barnes  
Jill Daloisio  
Mark Stamm  
Sam Rotella, Jr.  
Patricia Cross  
Dennis Peachey  
Amy Martell  
Brenda Freeman  
Timothy Bowers  
Jason Bottiglieri

## **IU 17 NONDISCRIMINATION POLICY**

BLaST INTERMEDIATE UNIT 17, AN EQUAL OPPORTUNITY EMPLOYER, WILL NOT DISCRIMINATE IN EMPLOYMENT, EDUCATIONAL PROGRAMS OR ACTIVITIES, BASED ON RACE, COLOR, RELIGIOUS CREED, NATIONAL ORIGIN, SEX, AGE, ANCESTRY, NON-RELEVANT HANDICAPS AND DISABILITIES, OR UNION MEMBERSHIP. THIS POLICY OF NONDISCRIMINATION EXTENDS TO ALL OTHER LEGALLY PROTECTED CLASSIFICATIONS. PUBLICATION OF THIS POLICY IN BLaST, INTERMEDIATE UNIT 17's DOCUMENTS IS IN ACCORDANCE WITH STATE AND FEDERAL LAWS INCLUDING TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, SECTIONS 503 AND 504 OF THE REHABILITATION ACT OF 1973, THE AGE DISCRIMINATION ACT OF 1975, AND THE AMERICANS WITH DISABILITIES ACT OF 1990 (ADA).

FOR INFORMATION REGARDING CIVIL RIGHTS OR GRIEVANCE PROCEDURES, CONTACT CHRISTINA STEINBACHER-REED, TITLE IX, SECTION 503 / 504 COORDINATOR, AT, 2400 REACH ROAD, WILLIAMSPORT, PA. FOR INFORMATION REGARDING THE AMERICANS WITH DISABILITIES ACT PROCEDURES, SERVICES, ACTIVITIES, AND FACILITIES WHICH ARE ACCESSIBLE TO AND USEABLE BY HANDICAPPED PERSONS, CONTACT CHRISTINA STEINBACHER-REED, EXECUTIVE DIRECTOR, AT 2400 REACH ROAD, WILLIAMSPORT, PA 17701.



P.O. Box 3609  
 Williamsport, PA 17701  
 570-323-8561 Fax: 570-323-1738

[www.iu17.org](http://www.iu17.org)

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

## BALLOT

### 2020 Election of Directors to BLaST IU #17 Board

The BLaST IU #17 Board of Directors is currently comprised of a representative from nineteen of the nineteen component school districts. The PA School Code requires an annual election of I.U. Directors to three-year terms by Board members of each component school district.

The fact that each component school district of IU #17 has the opportunity and responsibility to appoint one of its Directors to the BLaST IU #17 Board creates a situation whereby the election of Directors to the BLaST IU #17 Board of Directors of all nineteen component school districts' boards is in reality a confirmation of the district's appointment. Therefore, your signature affixed to this ballot represents your vote for the Directors as listed.

Thank you.

#### **Election of Directors to Fill Unexpired Terms to 6/30/22**

McCLINTOCK, Lisa East Lycoming School District  
 PETROSKY, Nancy, Jersey Shore Area School District  
 JOHNSON, Scott, Muncy School District  
 EDSSELL, Teresa, Northeast Bradford School District  
 SHULL, Barbara, Southern Tioga School District  
 STOCKDILL, Hal, Sullivan County School District

#### **Election of Directors to Fill Full Three-Year Terms to 6/30/23**

STETHERS, Lonnie, Athens Area School District  
 PALMER, Neal, Canton Area School District  
 KIESSLING, Christina, Loyalsock Township School District  
 AGNEW, Debra, Sayre Area School District  
 MARTIN, Dan, Troy Area School District

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 SCHOOL DISTRICT



College of Education  
Office of the Dean

School District

## AGREEMENT

**THIS AGREEMENT**, is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between BLOOMSBURG UNIVERSITY OF PENNSYLVANIA (hereinafter referred to as "University"), an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and the school district South Williamsport Area School District at 515 West Central Avenue, South Williamsport, PA 17702 (hereinafter "School District"). The parties intend to be legally bound to the following terms:

### I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY:

- a. *Selection of Students.* The University will be responsible for the selection of qualified students to participate in the field study, internship, practicum or student teaching experience. The selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by the School District.
- b. *Education of Students.* The University shall assume full responsibility for the classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading and graduation.
- c. *Submission of Candidates.* The University will submit the names of the students to the School District or a designated representative at least two weeks prior to the field study, internship, practicum or student teaching experience.
- d. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising the student of his or her own responsibilities under this Agreement. The student will be advised of his or her obligations to abide by the policies and procedures of the School District and should any student fail to abide by any policy and/or procedure, he or she may be expelled from the program.



Council for the  
Accreditation of  
Educator Preparation



McCormick Center for Human Services • Bloomsburg University • 400 East Second Street • Bloomsburg, PA 17815-1301  
Phone (570) 389-4005 • FAX: (570) 389-5049

A Member of the Pennsylvania State System of Higher Education

- e. *Professional Liability Insurance.* Students are responsible for procuring professional liability insurance at their own expense. The limits of the policy will be a minimum of \$1,000,000.00 per claim and \$3,000,000.00 aggregate. This policy must remain in full force and effect for the duration of the field study, internship, practicum or student teaching experience.

The School District understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality, there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers Commonwealth/University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort Claims Act, 42 Pa.C.S.A. §§ 8521, et seq.

- f. *Health and Security Status.* The University will require its students who are participating in the field study, internship, practicum or student teaching experience to comply with health status and security clearance requirements of the School District and/or state regulatory agencies, including but not limited to completion of TB tests, current Act 34 Pennsylvania state criminal history report, current Act 151 child abuse report, and Act 114 FBI federal criminal history background check. Proof of compliance must be presented to the University, with appropriate authorization to release information to the School District, prior to participating in the experience.

## **II. DUTIES AND RESPONSIBILITIES OF SCHOOL DISTRICT:**

- a. *Establishment of Field Study, Internship, Practicum or Student Teaching.* The School District authorizes the use of its facilities as may be agreed upon by the School District and the University as a field study, internship, practicum or student teaching center. This field study, internship, practicum or student teaching experience is for students enrolled in the University's BSEd/MEd in Business Education; BSEd/MEd in Early Childhood Education (PK-4); BA in Music\*Music Education Certification K-12; BSEd Deaf Education N-12/Early Childhood PK-4 (dual certification); BSEd/MEd Special Education PK-8/Early Childhood Education PK-4 (dual certification); BSEd in Middle Level (4-8) Mathematics; BSEd in Middle Level (4-8) Social Studies; BSEd in Middle Level (4-8) Language Arts; BSEd in Middle Level (4-8) Science; BSEd in Secondary Education (7-12) Biology; BSEd in Secondary Education (7-12) Citizenship; BSEd in Secondary Education (7-12) Chemistry; BSEd in Secondary Education (7-12) Earth/Space Science; BSEd in Secondary Education (7-12) Mathematics; BSEd in Secondary Education (7-12) Physics; BSEd in Secondary Education (7-12) English; MEd Reading/Certification; MEd in Curriculum and Instruction Secondary Education Mathematics; MEd in Curriculum and Instruction Secondary

Education Social Studies; MEd in Curriculum and Instruction Secondary Education Language Arts; MEd in Curriculum and Instruction Secondary Education Science; MS in Speech-Language Pathology; MS in Special Education/Special Education Supervisory Certification; MEd in Special Education (PK-8) Certification; MEd in Special Education (7-12) Certification; MEd in College Student Affairs; MEd in Principal Certification (PK-12) program; MEd in Supervisory Curriculum and Instruction (PK-12) Certification; MEd in School Counseling (PK-12) Certification; and Teacher Intern Certification Programs. This field study, internship, practicum or student teaching experience is required and authorized by law.

- b. *Policies of School District.* The University will review with each student, prior to the assignment any and all applicable policies, codes, or confidentiality issues related to the experience. The School District will provide the University all the applicable information at least two weeks in advance of the student's participation.
- c. *Administration.* The School District will have sole authority and control over all aspects of student services. The School District will be responsible for and retain control over the organization, and operation of its programs.
- d. *Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with School District policies and procedures. If such a removal occurs, the School District will immediately contact the responsible University Faculty Supervisor.
- e. *Designation of Representative.* The School District will designate a person to serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate the experience of the student(s).
- f. *Supervision of Students.* The School District will provide an employee of the School District to act as a supervisor of student activities during the field study, internship, practicum or student teaching experience.
- g. *Reporting of Student Progress.* The School District will provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the School District.
- h. *Student Records.* The School District will protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent the written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.



### III. MUTUAL TERMS AND CONDITIONS:

- a. *Number of Participating Students.* The parties will mutually agree upon the number of University students assigned to the School District for the field study, internship, practicum or student teaching experience.
- b. *Term of Agreement.* The term of this Agreement shall be five years from the date of execution. This Agreement may not exceed a period of five years.
- c. *Termination of Agreement.* The University or the School District may terminate this Agreement for any reason with ninety (90) days notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the School District terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.
- d. *Nondiscrimination:* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act. BU students are protected by the Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of Section 504 of the Rehabilitation Act of 1973 (as amended) and the Americans with Disabilities Act (ADA) of 1990. South Williamsport Area School District agrees to cooperate with BU in its investigation of claims of discrimination or harassment. Reporting of Sexual Violence and Sexual Harassment and Identification of Resources: South Williamsport Area School District shall report any incident in which a student is the victim of sexual assault, dating violence, domestic violence, stalking or sexual harassment to Bloomsburg University's Title IX Coordinator in the Office of Equity and Accommodations at 570.389.4529. The site shall identify resources, such as medical care and counselling that are available to any student who has been the victim of sexual assault, dating violence, domestic violence or stalking.
- e. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this Agreement to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.

- h. *Liability.* Neither of the parties shall assume any liabilities to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the Pennsylvania State System of Higher Education or the University.
- i. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.

**IN WITNESS WHEREOF**, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

**Bloomsburg University of Pennsylvania**

**South Williamsport Area School District**

School District Name (Print)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

John F. Loonan  
Vice President for  
Administration and Finance  
Print Name/Title

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name/Title

JCB/sjs/template-school 2011/template approved December 3, 1998/revised September, 2011.

Contact name and address (optional):

Dr. Mark Stamm  
mstamm@swasd.org  
Superintendent of Schools  
South Williamsport Area School District  
515 West Central Avenue  
South Williamsport, PA 17702

Office: 570.327.1581

Fax: 570.326.0641

Website: <https://www.swasd.org/>

To: Dr. Mark Stamm, Superintendent

From: Dwight Woodley, Director of Innovative Learning

Re: Penn College NOW – Memorandum of Understanding

Date: January 23, 2020

Please approval the Memorandum of Understanding with Penn College for South Williamsport Area School District to offer Penn College NOW Courses to our students. We are currently offering two courses for our students through Penn College. They are:

- 1.) BMW 150: Intro to WebPage Development
- 2.) MGT 105: Intro to Business

Thank you,

  
Dwight Woodley



# MEMORANDUM OF UNDERSTANDING

Between

Pennsylvania College of Technology

And

South Williamsport Area School District

## **PENN COLLEGE NOW CONCURRENT ENROLLMENT PARTNERSHIP**

The Penn College NOW program enables qualified secondary students to enroll in Pennsylvania College of Technology courses at their secondary school or career and technology center (CTC) during the regular school day. Penn College NOW students earn secondary credit and transcribed college credit concurrently. Qualified, approved secondary teachers work with Penn College NOW faculty liaisons to deliver courses to qualified students. Penn College NOW courses are tuition-free to the student.

The following statements are mutually agreed upon as conditions of partnership by the administration of South Williamsport Area School District and the President of Pennsylvania College of Technology on behalf of the Penn College NOW program:

### **STATEMENTS OF ACCESSIBILITY**

- Penn College NOW courses must be offered at no tuition cost to students (*Procedure PR4.48.X.A*). If South Williamsport Area School District requires that participating students pay for their own books/materials, South Williamsport Area School District will determine criteria for "financial assistance" (such as student participation in free or reduced lunch programming or other known financial hardship). If a student meets these criteria, South Williamsport Area School District will provide these materials to the student at reduced or no cost (*Procedure PR4.48.VIII.G*). **No student may be denied enrollment in Penn College NOW courses due to lack of financial resources.**
- Students with documented educational needs should be provided with reasonable accommodations during placement testing and course participation. *In providing academic accommodations, South Williamsport Area School District and Pennsylvania College of Technology are not required to lower or make substantial modifications to essential course requirements and do not have to make modifications that would fundamentally alter the nature of service, program, or activity, or would result in undue financial or administrative burdens (Procedure PR4.48.VI.C).*
- South Williamsport Area School District will absorb reasonable costs (such as for a substitute, transportation, etc.) to ensure that all participating Penn College NOW students visit Pennsylvania College of Technology's campus one time per school year.

South Williamsport Area School District will work with Penn College NOW staff and faculty liaisons to plan a mutually agreeable date and agenda for visits.

## **PROGRAM ADMINISTRATION**

- Pennsylvania College of Technology will determine and approve the list of Penn College NOW courses offered to secondary partners (*Procedure PR4.48.III.A*).
- South Williamsport Area School District will identify appropriate Penn College NOW courses for which there is a potentially qualified teacher available, adequate equipment, laboratory/classroom space, and student interest (*Procedure PR4.48.III.B*) at the secondary site.
- South Williamsport Area School District will identify a single point of contact (POC), who will manage all administrative processes and procedures at the partner site, and communicate with parents and students on behalf of the Penn College NOW program (*Procedure PR4.48.II.A*). It is not appropriate for a Penn College NOW secondary teacher to act as POC.
  - Student and parent communication regarding Penn College NOW courses will be handled exclusively through the POC except in instances of student academic dishonesty, where Pennsylvania College of Technology's Academic Dishonesty Policy and Procedure will be followed (*Procedure PR4.48.II.A*).
  - The South Williamsport Area School District POC will attend two (2) Partners' Meetings per year and provide relevant parties at their home site (including students, parents, secondary teachers and administration) with information about Penn College NOW procedural changes, course additions, etc.
- The South Williamsport Area School District POC will communicate course/teacher additions/deletions to Penn College NOW staff according to deadlines for the current school year.
- Penn College NOW staff will provide the South Williamsport Area School District POC with application and course enrollment materials and coordinate with him/her to establish application and enrollment timelines.
- Penn College NOW staff will provide new partners and/or new points of contact for current partners with a New Partners' Workshop to facilitate transition into the program.
- Pennsylvania College of Technology and Penn College NOW staff will make every effort to participate in parent/guardian/student events at the request of the South Williamsport Area School District POC.
- College representatives (i.e. faculty liaisons, admissions counselors or other College Transitions staff) will visit the secondary institutions on a regular, advertised schedule and for special events as requested, and will directly communicate other Penn College opportunities to students and parents (*Procedure PR4.48.II.B*).

- The faculty liaison will visit the secondary institution classroom in person a minimum of once every two years to assess adherence to Penn College standards, but may visit as often as they believe necessary to support the needs of secondary faculty and the demands of the course. Liaisons will provide support in an alternative format (e.g. online meetings or correspondence, other events) in the interim, non-visit, years. A report of the activity will be provided to College Transitions. (*Procedure PR4.48.IV.E*).
- South Williamsport Area School District will include the exact title, course number, and course description from the Pennsylvania College of Technology catalog in scheduling materials and will clearly state that the course is a Pennsylvania College of Technology course (*Procedure PR4.48.III.D*).
- South Williamsport Area School District will include a link to the Penn College NOW homepage on the school/CTC website.
- Pennsylvania College of Technology reserves general education coursework primarily for those students who are enrolled in or have completed technical coursework. South Williamsport Area School District may offer general education coursework under the following conditions:
  - South Williamsport Area School District will offer and administer both technical and general education coursework simultaneously and will not be permitted to run more general education courses than technical courses in any given term. (e.g. If a technical course is cancelled due to lack of enrollment, the general education course will be cancelled as well.)

## **QUALITY ASSURANCE**

- Pennsylvania College of Technology will maintain a high quality program, by following the standards established by the National Alliance of Concurrent Enrollment Partnerships (NACEP) as a guide for best practices. (*Policy P4.48.F*).
- Pennsylvania College of Technology will provide secondary partners with a program coordinator to facilitate the Penn College NOW program.
- South Williamsport Area School District will facilitate the completion of online evaluation surveys for various educators, points of contact, current Penn College NOW students, and graduates (*Procedure PR4.48.IV.D*).
- To ensure that Penn College NOW courses mirror Penn College courses in scope and objectives, South Williamsport Area School District will provide College faculty liaisons and/or Penn College NOW staff with reasonable access to the Penn College now secondary teacher and/or classroom at least once per year.

## SECONDARY TEACHER QUALIFICATION

- Penn College faculty liaisons and academic school deans will assess/approve all potential Penn College NOW secondary teachers for program eligibility using the same criteria as those used for on-campus adjunct faculty (*Procedure PR4.48.V.A*).
- South Williamsport Area School District will submit updated resumes, official or unofficial postsecondary transcripts and current certifications (including teaching and/or industry credentials) for potential Penn College NOW secondary teachers.

*First-year teachers, or veteran teachers in their first year at a partner site, are not eligible to teach with Penn College NOW.*

- South Williamsport Area School District will provide Penn College faculty liaisons and Penn College NOW staff with reasonable access to the secondary teacher to permit observation as part of the assessment process.
- Penn College NOW staff will communicate assessment results to the secondary partner.
- If a Penn College NOW secondary teacher is not meeting Penn College standards, eligibility may be rescinded after reasonable effort is made to correct deficiencies (*Procedure PR4.48.III.C*); see "INACTIVE STATUS" for additional information.
- In the event that a secondary teacher must leave his/her position for three weeks or more, the South Williamsport Area School District POC will immediately inform Penn College NOW staff to determine a course of action.
- The South Williamsport Area School District POC will notify the Penn College NOW office immediately when an approved instructor is otherwise anticipated to vacate his/her Penn College NOW duties.

**Please note:** a new or replacement teacher is **not** automatically eligible to teach with Penn College NOW. All potential teachers undergo the same assessment process, and approval is not guaranteed.

## SECONDARY TEACHER PROFESSIONAL DEVELOPMENT

- Penn College NOW staff will provide required discipline-specific, yearly professional development (on several dates and with deference to statewide testing and common secondary events) to Penn College NOW secondary teachers (*Procedure PR4.48.IV.F*).
  - Yearly professional development is a requirement for all secondary teachers and all Penn College NOW courses.
  - New secondary instructors will be required to attend professional development on campus in the first year. Veteran instructors will attend on-campus professional development every three years. Professional development will be provided in an alternative format (e.g. online meetings or correspondence, other events) in the

interim years.

- Additional professional development sessions might be required if warranted by special circumstances such as changes to curriculum or equipment. (*Procedure PR4.48.IV.F*)
- South Williamsport Area School District will absorb reasonable costs (such as for a substitute, mileage reimbursement, travel accommodations) to ensure that Penn College NOW secondary teachers attend one day per academic year of required professional development in their specific discipline.
- If, after unsuccessful attempts to accommodate attendance, the secondary teacher has not attended professional development, the teacher will be ineligible to teach the Penn College NOW course for one school year (*see also "INACTIVE STATUS"*). Requalification occurs when the teacher attends professional development as required for the following year.

## **CONSISTENCY AND QUALITY OF COURSEWORK**

- Pennsylvania College of Technology will provide a faculty liaison for the secondary teacher, who will work with him/her to ensure that the secondary Penn College NOW course is the same as the Penn College course in scope, objectives, materials, and activities (*Procedure PR4.48.IV.A*).
  - Either through informal meetings or planned professional development activities, the faculty liaison will share course approaches, philosophy, and copies of materials (including laboratory exercises, assessments, and grading standards) with the Penn College NOW instructor (*Procedure PR4.48.IV.C*).
- The faculty liaison will assess secondary teacher/student access to specialized materials, equipment, and/or facilities needed to offer the Penn College NOW course and may approve/deny based on availability of requirements (*Procedure PR4.48.IV.B*).
- The secondary teacher will work with the faculty liaison to develop a course calendar (which reflects at least the minimum number of Penn College course hours and South Williamsport Area School District's instructional calendar) and a syllabus (which reflects the same scope, objectives, materials, and activities as the Penn College course; *Procedure PR4.48.III.C, PR4.48.IV.B*).
- If South Williamsport Area School District has a weighted GPA system, South Williamsport Area School District will assign weights comparable to honors/ advanced/Advanced Placement for Penn College NOW courses (*Procedure PR4.48.III.D*).
- South Williamsport Area School District will follow Penn College's procedures for grading and reporting Penn College NOW grades. Secondary teachers may be required to use the College's course management system (such as PLATO) at the discretion of the faculty liaison; failure to do so can result in the course and/or teacher being withdrawn from the Penn College NOW program.



- The faculty liaison will create the final exam for the course, with the option to jointly grade the final exam or other key assignments at the liaison's discretion. The Penn College NOW course grade will be computed using the same formula as the on-campus sections of the course. A student's Pennsylvania College of Technology transcript grade (Penn College NOW grade) may be different than the grade on the secondary transcript (*Procedure PR4.48.IV.D*).
  - The secondary teacher may supplement Penn College NOW course content with additional graded materials, which only count as part of the secondary grade; only Penn College NOW materials comprise the Penn College transcripted grade.
  - The secondary teacher must use the Penn College final exam for the Penn College NOW course.
- Penn College NOW staff will provide the South Williamsport Area School District POC with a listing of ISBN numbers of required textbooks for approved courses, but South Williamsport Area School District will assume responsibility for ordering and handling payment for required textbooks and instructional supplies (*Procedure PR4.48.VIII.F*).
- Students must follow established procedures for dropping or withdrawing from a Penn College NOW class. Withdrawal/Drop dates for the current school year will be provided to all secondary partner points of contact and teachers well in advance of deadlines; Penn College NOW staff will notify all points of contact and teachers of the withdrawal date for students within two weeks of the deadline.

## **STUDENT ELIGIBILITY AND PARTICIPATION**

- Secondary students who participate in the Penn College NOW program must meet the following criteria:
  - Possess "junior" or "senior" status for the participating school year, or possess "sophomore" status for the participating school year if enrolling in a sophomore-approved course (*Policy P4.48.G*).
  - Complete the Penn College NOW application (online only).
  - Meet course-specific eligibility requirements
    - Students must demonstrate a minimum overall secondary average of at least a C for most technical coursework or a higher average for courses that have been identified as requiring skills that are more advanced. (*Procedure PR4.48.VII.A*).
    - Additional math and/or English testing may be required for particular courses.

- Students must meet placement by exam requirements, as defined by the online College Catalog, for mathematics, English and other general education courses (*Procedure PR4.48.VII.A*).
  - Eligibility and testing requirements for each course will be provided to the POC.
  - Accommodations for placement testing are provided based on a verbal history of testing accommodations as identified in a valid IEP or 504 plan, which do not challenge the academic integrity of the placement exam (*Procedure PR4.48.VI.D*). Please call College Transitions and First Year Initiatives with questions about placement test accommodations.
- Complete any required prerequisites or complete the prerequisite waiver form (*Procedure PR4.48.VIII.E*).
  - Enroll in any required co-requisites or complete the co-requisite waiver form (*Procedure PR4.48.VIII.E*).
- South Williamsport Area School District will ensure that students who are enrolled in Penn College NOW courses meet the eligibility criteria outlined above.
  - Secondary partners retain the right to add eligibility requirements for Penn College NOW courses in addition to Penn College eligibility requirements, not to include a student financial requirement (*Policy P4.48.H*).
  - Pennsylvania College of Technology will provide enrolled Penn College NOW students with information on Penn College student services and reasonable access to college resources and facilities, including access to the Student Information System (SIS).
  - Penn College NOW students will follow Penn College's Academic Dishonesty Policy and Procedure for any matter related to academic dishonesty in a Penn College NOW course (*Policy P4.48.I*).
  - Penn College NOW students will follow Penn College's Information Technology Resources Acceptable Use Policy when utilizing Penn College resources. (*Policy P7.05*)
  - Penn College NOW students will follow their secondary institution's student code of conduct policy and complaint procedures in all non-Penn College NOW related matters (*Policy P4.48.J*).

## **INACTIVE STATUS**

- A secondary partner or teacher whose status is "INACTIVE" may not offer Penn College NOW courses for one full academic year *and* must meet minimum program requirements set forth in the memorandum of understanding and/or via an individualized action plan in order to regain active status.

- Such program requirements may pertain to required yearly professional development, attendance at program meetings, appropriate application and placement testing procedures, or other Penn College NOW requirements as outlined in this document.
- A secondary partner achieves "INACTIVE" status for one academic year when one of the following occurs:
  - The POC or other appropriate alternate fails to attend at least one Partners' Meeting in an academic year.
  - The POC or other appropriate alternate fails to attend two or more consecutive Partners' Meetings.
  - A secondary partner has not run Penn College NOW courses in one academic year and does not intend to do so in the subsequent year.
  - A secondary partner has not facilitated a student visit during more than one academic year and/or has not initiated a plan to do so with Penn College NOW staff.
  - A secondary partner has failed to remit payment by the deadline.
- A secondary teacher achieves "INACTIVE" status for one academic year when one of the following occurs:
  - The teacher does not participate in required yearly professional development for a Penn College NOW course.
  - Fifty percent (50%) or more of the enrolled students in a teacher's Penn College NOW section are withdrawn or fail for two consecutive academic years.

## **TERMINATION OF PARTNERSHIP**

This agreement will become effective upon the signatures of both parties and will remain in effect so long as both parties meet the conditions herein and wish to continue partnership. Per Pennsylvania College of Technology procedure, both parties must sign this Memorandum of Understanding prior to offering a Penn College NOW course at the secondary institution (*Procedure PR4.48.A*).

- A Penn College NOW partner may initiate termination of partnership at any time by submitting written notification to the Director of College Transitions and First Year Initiatives.
- Penn College NOW reserves the right to terminate partnership with any partner that has maintained "INACTIVE" status for two consecutive academic school years. Refer to INACTIVE STATUS section (p.7 of this document) for status explanations.

- If a terminated partner wishes to rejoin, it may do so as a "new partner," which will require a new Memorandum of Understanding and the completion of all new partner procedures along the existing timeline at program discretion.

## **FERPA**

- As part of the concurrent enrollment partnership, Penn College and South Williamsport Area School District may share education records of students concurrently enrolled in their respective education programs to fulfill the underlying purposes of this Memorandum of Understanding in compliance with the requirements of the Family Educational Rights and Privacy Act ("FERPA") and its implementing regulations. Such FERPA compliance shall include, but not be limited to:
  - Appropriate notifications to the students and/or their parents that education records are being shared in compliance with 34 C.F.R. § 99.34; and
  - Penn College and South Williamsport Area School District are not disclosing any education records it receives from each other to a third party without complying with 34 C.F.R. § 99.33.

## **PAYMENT**

- *For new partners:* South Williamsport Area School District agrees to pay the Intent to Offer fee of \$200 as a condition of initial partnership on or before June 1 of the calendar year prior to offering a course. Payment after June 1 will result in South Williamsport Area School District being moved to the following academic year to begin partnership.
- *For existing partners:* Pennsylvania College of Technology will invoice South Williamsport Area School District each spring for an annual Partnership Fee determined by the number of courses South Williamsport Area School District offered during that year. The fee schedule will be determined annually for the subsequent year and communicated to the POC no later than February 1 each year. Partners will receive their bill by May 1; payment is due by August 1. Failure to remit payment by August 1 will result in the Penn College NOW program being discontinued at South Williamsport Area School District for that academic year (*Procedure PR4.48.I.B, C*).

## **SIGNATURES**

Signature below indicates acceptance of and adherence to the conditions of partnership outlined in this Memorandum of Understanding.

### **A. On Behalf of South Williamsport Area School District:**

\_\_\_\_\_  
*Administrative Representative Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Administrative Representative Printed Name and Title*

### **B. On Behalf of Pennsylvania College of Technology:**

\_\_\_\_\_  
*President Davie Jane Gilmour, Ph.D., Signature*

\_\_\_\_\_  
*Date*

# Vision and Leadership Committee

January 6, 2020

6:00PM

High School Library

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**Committee Members Present** Nathan Miller, (Chair), Diane Cramer, Erica Molino, Todd Engel, Mark Stamm

**Leadership Team** Kristin Bastian, Jesse Smith, Dwight Woodley, Michele Loomis, Scott Hill, Jamie Mowrey, and Ann Neely

**Purpose** General Committee Meeting

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## *Preliminary Comments on Agenda Items*

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None.

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## *Minutes*

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**Agenda item:** Strategic Plan Review

**Presenter:** Dr. Mark Stamm

**Discussion:**

Dr. Stamm provided the committee with an overview of the current strategic plan for Elementary and for Secondary. Dr. Stamm reviewed the process used to create the plan, and provided an update on progress toward goals.

**Agenda item:** Elementary Curriculum Update – Math

**Presenter:** Dr. Michele Loomis and Mrs. Ann Neely

**Discussion:**

Dr. Loomis and Mrs. Neely updated the committee on the Illustrative Math Alpha pilot program in grades kindergarten through grade 4. Committee was provided an in-depth explanation of the reasons for the new program and its research base from Common Core Math and National Council for the Teachers of Mathematics. Dr. Loomis indicated that participation in the program was supporting teachers to achieve a distinguished rating due to its instructional design. Mrs. Neely acknowledged that it is a shift away from Everyday Math style presenting the teaching staff with new challenges to learn the program. Plan is to move to the Beta Pilot next year which includes a commitment to professional training through Illustrative Math program and expand it to grades 5 and 6 next year.

**Agenda item:** Career Pathways

**Presenter:** Mr. Dwight Woodley

**Discussion:**

Mr. Woodley updated the committee on the progress towards development of Career Pathways at the high school level. Significant work has been completed on the creation of new courses to allow students greater flexibility to course options that align with their career pathway / goals. Beginning in 2020-21, students in grades 10-12 most courses will be semester based rather than full year courses. Professional training for staff will continue through business and industry partners. During a brief discussion on the ability of students to change pathways, Mr. Woodley affirmed that although students will need to graduate through a pathway, they may change the pathway at any time without affecting their graduation status.

**Agenda item:** Jr / Sr School Climate Initiative

**Presenter:** Mr. Jesse Smith

**Discussion:**

Mr. Smith presented the Renaissance Program to the committee as an initiative to strengthen the school "climate" for students and staff. The program, as Mr. Smith explained, is similar to PBIS but designed for older students. Initiatives will include a school wide education goal for the year and monthly activities designed to engage students in learning and other school activities. A committee of students and staff is working to design the program with Mr. Smith. The program will officially begin in September 2020.

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***Courtesy to the Floor***

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**Visitor:** None

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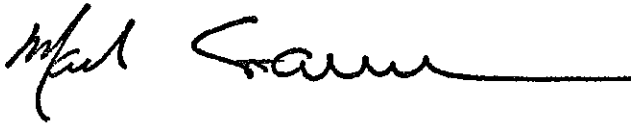
***Final Remarks by Committee Members***

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None.

Meeting adjourned.

Attest,

A handwritten signature in black ink, appearing to read "Mark Stamm", written over a horizontal line.

Dr. Mark Stamm  
Superintendent