



CENTRAL VALLEY SCHOOL DISTRICT  
BOARD OF EDUCATION  
NOVEMBER 18, 2021 – 7:00 PM  
CENTRAL VALLEY HIGH SCHOOL CAFETERIA

# Voting Session Agenda

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

_____ Mr. Ambrose	_____ Mr. O'Neill
_____ Ms. Belcastro	_____ Mr. Ross
_____ Mr. Bloom	_____ Dr. Unis
_____ Mr. King	_____ Mr. Zaritski
_____ Mr. Mowad	

## ROUTINE ITEMS

- **Presentation:** Center Grange Construction Project Update presentation by John Beddia and Drew Cerjanic, from Crabtree, Rohrbaugh and Associates

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. MINUTES

1. To approve the Voting Session Minutes from October 21, 2021. **Attachment A**

**Action required on items 1:**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Motion: \_\_\_\_\_

## TREASURER’S REPORT – Mr. King, Treasurer

### BUSINESS ITEMS

1. The following bills and reports are submitted for approval:

A. PAY BILLS --

1. Confirm the October 2021 General Fund Payments in the amount of \$1,286,876.47.

**Attachment B**

2. Confirm the October 2021 Cafeteria Fund Payments in the amount of \$73,577.70.

**Attachment C**

B. REPORT --

1. To approve the October 2021 Berkheimer Report. **Attachment D**

**Action required on item 1:**

Motion by                      Second by  
Motion:

### AGENDA ITEMS

#### A. BOARD/POLICY ITEMS – Ms. Belcastro, Chairperson

1. To approve the following Additions and Revisions to the Central Valley Board Policies:  
**Attachment E**

- Policy 113.1 – Discipline of Students With Disabilities (Revision)
- Policy 113.2 – Behavior Support (Revision)
- Policy 113.4 – Confidentiality of Special Education Student Information (New)

2. To approve the authorization of the School District Solicitor to file an appeal to the Pennsylvania Commonwealth Court in the matter at Beaver County Court of Common Pleas Docket Number 10676 – 2021.

**Action required on items 1 & 2:**

Motion by                      Second by  
Motion:

**B. NEGOTIATION ITEMS – Mr. O’Neill, Chairperson**

**C. EDUCATION ITEMS – Mr. Ross, Chairperson**

1. To approve/confirm the released time/staff development requests:

<b>Conference – Location</b>	<b>Individual</b>	<b>Date</b>
IDEA Aligned Assessment, Webinar	Elyse King & Courtney Mottes	11/1/2021
Fall SAP Coordination Mtg. Prevention Network, Baden	Shannon Istik	11/4/2021
SAP Training, Prevention Network, Baden	Jaymee Humbert & Rachael Watts	11/16, 11/17, & 11/22/2021
BLASL Meeting, BF Jones Library	BethAnn Pohl & Megan Roperti	11/18/2021
PA Ed. Tech. Conference, Hershey, PA	Ed Eimiller	2/6 – 2/9/2022

2. To approve an Educational Services Agreement with the School At McGuire Memorial to provide services to one of the District’s students for the 2021-2022 school year at a daily rate of \$310.31. **Attachment F**

**Action required on items 1 and 2:**

Motion by                      Second by  
 Motion:

**D. TECHNOLOGY – Mr. Mowad, Chairperson**

**E. ATHLETICS – Mr. King, Chairperson**

1. To pre-approve the HS Marching & Jazz Bands for a trip to Orlando, Florida from March 15, 2022 – March 20, 2022. **Attachment G**
2. To approve the following winter coaching staff and stipends pending receipt, review, and acceptance of all clearances:

**Gymnastics**

Cherie Mulford	Assistant Coach	\$900.00
----------------	-----------------	----------

**Swimming**

Lydia Holley	Diving Coach	\$1200.00
--------------	--------------	-----------

**Action required on items 1 and 2:**

Motion by	Second by
Motion:	

**F. EXTRA CURRICULAR ACTIVITIES – Dr. Unis, Chairperson**

**FYI – Field Trips**

<b>Destination</b>	<b>Group</b>	<b>Date</b>
Veterans' Day Parade, Beaver	HS Band	11/11/2021
Schroeder Industries, Leetsdale & Salt Lake CNC, Imperial	Bots IQ	11/17/2021
Dutch Ridge Elementary, Beaver	TL Gifted	11/22/2021
Westminster College	HS District Honors Band	11/16 – 11/18/2021
New Castle High School	HS District Band	1/27 – 1/28/2022
Slippery Rock University	HS District Jazz Band	2/18 – 2/19/2022
CCBC	HS/MS Enrichment/Academic Games	12/16/2021

**G. BUILDINGS AND GROUNDS – Mr. Zaritski, Chairperson**

1. To approve/confirm the following Building Usage requests pending final approval from the Superintendent regarding the review of the Organizations Health and Safety Plan as well as Liability Waiver sign off.

<b>Building</b>	<b>Organization</b>	<b>Date</b>	<b>Purpose</b>
HS Gymnasium	CV Roundball Association	12/2/2021	Youth Basketball Event
HS Cafeteria	Marching Band Parents	12/18/2021	Cookie Walk Fundraiser
HS Wellness Center	Warrior 5K	4/22 & 4/23/2022	Warrior 5K Wal/Run Event
HS Auxiliary Gymnasium	HS Softball	12/18/2021 & 3/12/2022	Softball Drills & Skills Clinic

**Action required on item 1:**

Motion by  
 Motion:

Second by



## H. PERSONNEL ITEMS – Mr. Bloom, Chairperson

1. To approve an FMLA request for a paraprofessional from September 28, 2021 through December 22, 2021.
2. To approve the retirement of Anna Maria Tassone, paraprofessional, effective November 19, 2021. **Attachment H**
3. To approve the resignation of Kimberly Cunningham as a building monitor effective November 19, 2021. **Attachment I**
4. To approve Alan Crisman as a cafeteria general worker (3.25 hrs) at a rate of \$12.50/hr. in accordance with the CVESP Agreement, pending receipt, review, and acceptance of all clearances, effective November 19, 2021.
5. To approve Kimberly Cunningham as a paraprofessional at a rate of \$13.50/hr. in accordance with the CVESP Agreement pending receipt, review, and acceptance of all clearances, effective November 30, 2021.
6. To approve an FMLA request for a paraprofessional from October 18, 2021 to January 4, 2022.
7. To approve Amanda Rogers a building monitor at Center Grange at a rate of \$10/hr. effective November 30, 2021.

### **Action required on items 1-7:**

Motion by                      Second by  
Motion

**I. FINANCE ITEMS – Mr. Ambrose, Chairperson**

**J. PUBLIC COMMENT**

**K. SUPERINTENDENT’S ITEMS/COMMENTS**

**L. BOARD MEMBERS’ COMMENTS**

**ADJOURNMENT**

1. To adjourn the meeting.

**Action required on item 1:**

Motion by                      Second by  
Motion:



**CENTRAL VALLEY SCHOOL DISTRICT  
BOARD OF EDUCATION  
OCTOBER 21, 2021 – 7:00 PM  
CENTRAL VALLEY HIGH SCHOOL CAFETERIA**

# Minutes

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

<u>X</u> Mr. Ambrose	<u>X</u> Mr. O'Neill
<u>X</u> Ms. Belcastro	<u>X</u> Mr. Ross
<u>X</u> Mr. Bloom	<u>X</u> Dr. Unis
<u>X</u> Mr. King	<u>X</u> Mr. Zaritski
<u>X</u> Mr. Mowad	

\*Also present: Dr. Perry, Mr. Halesey, and Mr. Maly

## ROUTINE ITEMS

- Mr. Halesey touched on the meeting decorum as listed on the website. He also addressed the recent masking litigation at the state level and indicated his office would council the Board and Administration once a decision rendered by the judges.
- Dr. Perry presented Dr. Unis with a certificate from PSBA recognizing his eight years of service on the Board of Education.

**III. EXECUTIVE SESSION**

An Executive Session of the School Board was conducted from 6:30 p.m. – 7:00 p.m. this evening to discuss employee benefits, receive legal advice from the solicitor, and to receive information from the superintendent without further deliberation. Another Executive Session was held after the October 13, 2021 meeting as well.

**IV. PUBLIC COMMENTS ON AGENDA ITEMS**

## V. MINUTES

1. To approve the combined Voting Session Minutes from September 16, 2021.  
**Attachment A**

### Action required on items 1:

Motion by Mr. Zaritski                      Second by Mr. Ross  
Motion: Carried 9 Yes, 0 No

## TREASURER'S REPORT – Mr. King, Treasurer

### BUSINESS ITEMS

1. The following bills and reports are submitted for approval:
  - A. PAY BILLS --
    1. Confirm the September 2021 General Fund Payments in the amount of \$3,146,941.19.  
**Attachment C**
    2. Confirm the September 2021 Cafeteria Fund Payments in the amount of \$7,891.77.  
**Attachment D**
  - B. REPORT --
    1. To approve the September 2021 Berkheimer Report. **Attachment E**

### Action required on item 1:

Motion by Mr. King                      Second by Mr. Bloom  
Motion: Carried 9 Yes, 0 No

## AGENDA ITEMS

### A. BOARD/POLICY ITEMS – Ms. Belcastro, Chairperson

- FYI:** The first reading of the following Policy Addition/Revisions: **Attachment B**
- Policy 113.1 – Discipline of Students With Disabilities (Revision)
  - Policy 113.2 – Behavior Support (Revision)
  - Policy 113.4 – Confidentiality of Special Education Student Information (New)

**B. NEGOTIATION ITEMS – Mr. O’Neill, Chairperson**

1. To approve to renew the contract of Colleen Kearns, confidential secretary, for a period of four (4) years from July 1, 2022 – June 30, 2026 with a starting salary of \$53,347.80.
2. To approve to renew the contract of Mary Ann Kostelic, transition coordinator, for a period of three (3) years from July 1, 2022 – June 30, 2025 with a starting salary of \$42,276.36.
3. To approve to renew the contract of Roberta Roma, confidential secretary, for a period of three (3) years from July 1, 2022 – June 30, 2025 with a starting salary of \$38,950.70.
4. To approve to renew the contract of Amy Zurynski, confidential secretary, for a period of three (3) years from July 1, 2022 – June 30, 2025 with a starting salary of \$37,815.73.
5. In accordance with the provision of Section 508, 1071 and 1073 of the Public School Code of 1949, the Central Valley School District reappoints Dr. Nicholas Perry as the Superintendent of Central Valley School District from July 1, 2022 – June 30, 2027, at a salary of \$152,839.41, terms and conditions of contract pending review and approval by solicitor.

**Action required on items 1-5:**

Motion by Mr. O’Neill                      Second by Mr. Zaritski  
Motion: Carried 9 Yes, 0 No

**Discussion:**

- Mr. Zaritski thanked Mr. O’Neill for all his effort as well as the negotiating committee on getting these contracts completed.
- Dr. Perry addressed the Board thanking them for their support.

**C. EDUCATION ITEMS – Mr. Ross, Chairperson**

1. To approve/confirm the released time/staff development requests:

<b>Conference – Location</b>	<b>Individual</b>	<b>Date</b>
PHEAA Financial Aid Workshop, Penn State Beaver	Shannon Istik & Rachael Watts	9/24/2021
Gifted Consortium Mtgs, BVIU	Lydia Holley	10/7/21 – 5/11/2022 (once a month)
Ling Training, MIU4	Mary Goss	10/15/2021
Commonwealth Charter Academy Tech Works, Homestead	Bill Fiedler	10/22/2021
SAP Fall Coordinators Mtg., Prevention Network	Bernadette Mattica	11/4/2021
PAGE Conference, Pittsburgh	Mary Goss	11/4 & 11/5/2021
Equations Training, MIU4	Mary Goss	12/3/2021

2. To approve a contract with The Watson Institute from 7/1/2021- 6/30/2022 to provide Educational Services for a student at a cost of \$95/hour. **Attachment F**
3. To approve an addendum to the lease agreement with the Beaver Valley Intermediate Unit to increase the amount of space leased at Todd Lane Elementary to 4,056 square feet with the addition of one (1) classroom space. **Attachment G**

**Action required on items 1-3:**

Motion by Mr. Ross                      Second by Mr. Mowad  
 Motion: Carried 9 Yes, 0 No

**D. TECHNOLOGY – Mr. Mowad, Chairperson**

## E. ATHLETICS – Mr. King, Chairperson

1. To approve the following Winter Coaching staff and stipends pending receipt, review and acceptance of all clearances:

### Boys' Basketball

Brandon Ambrose	Head Varsity Coach	\$8,234.00
Mark Miller	Assistant Varsity Coach	\$2,295.00
Trevor George	Head JV Coach	\$1,400.00
Brian O'Neil	Assistant JV Coach	\$1,000.00
<b>TBD</b>	Volunteer Assistant Coach	\$0
John George	Eighth Grade Head Coach	\$1,000.00
Brendan McKeel	Seventh Grade Head Coach	\$1,000.00
Tyler Walker	Volunteer Assistant MS Coach	\$0

### Girls' Basketball

Chris Raso	Head Varsity Coach	\$7,994.00
Ray Pranskey	Assistant Varsity Coach	\$2,440.00
Mark Lyons	JV Head Coach	\$1,061.00
<b>TBD</b>	Volunteer Assistant Coach	\$0
<b>TBD</b>	Volunteer Assistant Coach	\$0

### Wrestling

Kevin Mroz	Head Varsity Coach	\$3,476.00
Jake Turley	Assistant Varsity Coach	\$1,500.00
Joe Smith	MS Head Coach	\$1,000.00
Matt Dickinson	Volunteer Assistant	\$0
Bruce Morgan	Volunteer Assistant	\$0

### Gymnastics

Terri Gazda	Head Varsity Coach	\$2,532.00
Cherie Mulford	Volunteer Assistant	\$0
Jessica Hysong-Irwin	Volunteer Assistant	\$0

### Swimming

Larry Palocek	Head Varsity Coach	\$3,476.00
Lydia Holley	Diving Coach	\$983.00
Mark Elder	Volunteer Assistant	\$0
Hannah Palocek	Volunteer Assistant	\$0
Heather Spinelli	Volunteer Assistant	\$0

2. To approve an agreement with the Beaver Area School District for the use of their swimming pool for the 2021-2022 school year.



3. To approve the following sponsors for intramural bowling for the 2021-2022 school year for up to 100 hours at \$12.00 an hour.  
Roxanne Delon - High School  
Jennifer Jones - Middle School  
Jennifer Manganello - Todd Lane  
Debbie Guiliani - Todd Lane
4. To pre-approve the varsity baseball team for a spring trip to Coco Beach, Florida, from March 16, 2022 – March 21, 2022. **Attachment H**
5. To pre-approve the varsity softball team for a spring trip to Pigeon Forge, Tennessee, March 24, 2022 through March 27, 2022. **Attachment I**

**Action required on items 1-5:**

Motion by Mr. King

Second by Mr. Ambrose

Motion: Carried 9 Yes, 0 No

**F. EXTRA CURRICULAR ACTIVITIES – Dr. Unis, Chairperson**

**FYI – Field Trips**

<b>Destination</b>	<b>Group</b>	<b>Date</b>
Raccoon Creek State Park Lake	HS Conservation Science & Ecology	10/2 & 10/3/2021
Mock Trial Boot Camp, Riverside HS	MS Gifted	10/8/2021
Flight 93 Memorial, Shanksville, PA	Grade 8 Honors Reading	10/11/2021
CV Middle School	Mentors for MS/Peace Club	10/13 – 5/13/2021
CCBC Dome	Grade 8 BC Energy & Adv. Manufacturing Careers	10/14/2021
Kennywood	HS Students	10/16/2021
Science on the Run, New Brighton School District	TL Gifted	10/19/2021
Riverside HS	MS/HS Gifted	10/27/2021
Westminster College, PA	HS Honors Chorus	10/28, 10/29, & 10/30/21
Robotics Experience, BVIU	Grade 6 Gifted	12/9/2021
Sharon HS	HS District Chorus	2/10 & 2/11/2022
Butler Area Intermediate HS	HS Region Chorus	3/24, 3/25/2022
Allegheny General Hospital	HS Anatomy/Physiology	3/24/2022
Carnegie Science Center	Grade 4	5/27/2022
Geneva College	TL/MS/HS Gifted	11/18/2021

**G. BUILDINGS AND GROUNDS – Mr. Zaritski, Chairperson**

1. To approve/confirm the following Building Usage requests pending final approval from the Superintendent regarding the review of the Organizations Health and Safety Plan as well as Liability Waiver sign off.

<b>Building</b>	<b>Organization</b>	<b>Date</b>	<b>Purpose</b>
HS Auxiliary/TL & CAG Gymnasiums*	C Youth Basketball	11/8/2021 – 3/31/2022	Skills practice

\*Pending availability on certain days of the week

**Action required on item 1:**

Motion by Mr. Zaritski                      Second by Dr. Unis  
 Motion: Carried 9 yes, 0 No

**Discussion:**

- Mr. Zaritski provided an update from the Buildings & Grounds committee meeting regarding the Center Grange project. He also gave a timeline on the Center Grange Project indicating this information is *subject to change*:
  - Land Development Approval                      May 2022
  - Bids and awards    June 2022
  - Construction to Begin                                      July 2022
  - Duration of project estimated 14 months
  - Substantial Completion and occupancy              August 2023
- Mr. Zaritski also said that he looks for the architects to do a presentation to the Board and Public in November.
- Also discussed, the sewer line work being done in November at Todd Lane.

## H. PERSONNEL ITEMS – Mr. Bloom, Chairperson

1. To approve the additions to the 2021/2022 Substitute List pending receipt, review, and acceptance of all clearances. **Attachment J**
2. To approve the resignation of Patricia Conkle, paraprofessional, effective October 15, 2021. **Attachment K**
3. To approve a FMLA request for a paraprofessional from September 23, 2021 through December 23, 2021.
4. To approve a FMLA request for a teacher from November 15, 2021 through March 23, 2022.
5. To approve an unpaid leave request for a teacher from March 24, 2022 through June 3, 2022.
6. To approve an intermittent leave for a cafeteria worker from September 28, 2021 through June 3, 2022.
7. To approve a FMLA request for a paraprofessional from September 27, 2021 through November 8, 2021.
8. To approve the resignation of Daniel Gallagher, custodian, effective immediately. **Attachment L**
9. To approve a FMLA request for a high school teacher from February 14, 2022 through June 22, 2022.
10. To approve the resignation of Ida Moran, paraprofessional, effective October 22, 2021. **Attachment M**

### Action required on items 1-4 and 6-10:

Motion by Mr. Bloom                      Second by Mr. Mowad  
Motion Carried 9 Yes, 0 No

### Action required on item 5

Motion by Mr. Bloom                      Second by Mr. Zartiski  
Motion Denied 0 Yes, 9 No

**I. FINANCE ITEMS – Mr. Ambrose, Chairperson**

1. To approve the opening of a 2021 Bond Construction Fund Checking Account with WesBanco for the purpose of construction payments related to the 2021 Bond.

**Action required on item 1:**

Motion by Mr. Ambrose  
Motion Carried 9 Yes, 0 No

Second by Mr. Ross

**J. SUPERINTENDENT’S ITEMS/COMMENTS - None**

**K. BOARD MEMBERS’ COMMENTS –**

- Mr. Mowad thanked Dr. Perry and also thanked Mr. O’Neill for his work on the contracts.
- Mr. Mowad received third day enrollment for Baden Academy and Central Valley has exactly three (3) students enrolled in Kindergarten this school year. Dr. Perry said that he will double check that number with the bills we receive.
- Mr. Bloom commended the finance committee on the bond for the project.
- Mr. Ross echoed the feelings on the contracts and finance committee.
- Ms. Belcastro congratulated Dr. Perry on his contract. She thanked the PTA for the interesting storyteller at Center Grange. She also wanted to congratulate Mr. Lyons being named PA football coach of the year.

**L. PUBLIC COMMENTS - None**

**ADJOURNMENT**

1. To adjourn the meeting.

**Action required on item 1:**

Motion by Mr. Mowad  
Motion: Carried 9 Yes, 0 No

Second by Mr. Ambrose

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

ATTACHMENT B

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036770	MARK AIKENS	10/21 MS FB.....		57.00
00036700	DEAN AIRES	10/12 V GIRLS SOCCER.....		66.00
00036633	ALAM'S HOME & HARDWARE	SEPT HS.....	SEPT MS.....	394.05
00036616	QUINN ALEXANDER	10/01 V FB.....		78.00
00036732	QUINN ALEXANDER	10/14 MS FB.....		57.00
00036779	QUINN ALEXANDER	10/21 MS FB.....		57.00
00036568	ALL SEASON LINEN & MAT SERVICE	BLACK HS & FB MATS.....		2,809.00
00036589	DAVID AMMONS	09/30 JV/V VB.....		84.00
00036634	AOT, INC	SEPT ELEM.....	SEPT MS/HS.....	12,786.16
00036569	APPLE	VPP CREDIT VOLUME PURCH PRG.....	IPAD PRO/KEYBRD/PENCIL/4K TV.....	21,085.90
00036681	APPLE	DUO RED iPad 7G 10-PACK.....	VPP CREDIT.....	16,296.85
00036682	APPLIED PEST MANAGEMENT	TL SMALL FLY FOAM TREATMENT.....	HS.....	879.00
00036741	STEVEN ASSEFF	10/15 V FB.....		78.00
00036571	AT&T	MS LONG DISTANCE.....		53.02
00036572	BACK ON TRACK	#3 EAP.....		645.00
00036654	GARRETT BARNHART	10/09 JV FB.....		57.00
00036762	GARRETT BARNHART	10/23 JV FB.....		57.00
00036573	BEAVER COUNTY CAREER & TECHNOLOGY CENTER	21-22 1ST PYMT (64-STUDENTS).....		112,532.46
00036636	BEAVER COUNTY TAX CLAIM BUREAU	REAL ESTATE TAX 2017-18-19.....		203.82
00036635	BEAVER AREA SCHOOL DISTRICT	POOL USAGE NOV 20-MARCH 21.....		3,500.00
00036735	ROBERTA JO BELUS	10/15 V FB.....		78.00
00036574	BOROUGH OF MONACA WATER & SEWER DEPT	07/01-09/30 MS.....	07/01-09/30 MS FB FLD IND AVE.....	1,682.74
00036753	BRIGHTON MUSIC CENTER	RICO CLARINET REEDS.....		27.00
00036684	BRODHEAD LANDSCAPE SUPPLY	TOP SOIL/50-50 MIX BALL FIELDS.....		500.00
00036638	BRODHEAD MINI STORAGE	SEPT FEE.....		100.00
00036639	BUREAU OF EDUCATION & RESEARCH	RECORDED SEM MINDSET MATH.....		279.00
00036575	BUTLER GAS PRODUCTS	SEPT TL NURSE.....		37.50
00036640	BVIU - FIBERWAN	WAN 1Q.....		2,901.50
00036685	CANON FINANCIAL SERVICES	OCT CONTRACT.....		7,987.00
00036686	CAPP USA	3-WAY AIR VALVES.....		404.72
00036621	RUSSELL CAPRIO, JR.	09/18 JV BOYS SOCCER.....		38.00
00036577	CASTLE MAINTENANCE PRODUCTS	CG SUPPLIES.....	MS SUPPLIES.....	18,709.68
00036688	CASTLE MAINTENANCE PRODUCTS	CG SUPPLIES.....	ROLL TOWELS/TOILET TISSUE.....	3,321.12
00036578	CENTER 4 STORAGE	OCT FEE.....		90.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036689	CENTER QUICK LUBE	MG7201L OIL CHANGE/FILTER.....	96729MG OIL CHANGE.....	103.98
00036676	SAM CERCOE	TRAVEL 9/29.10/7-8-12 FB//MTGS....		146.78
00036581	CM REGENT, LLC	OCT LIFE.....	OCT LIFE AM.....	1,516.04
00036644	COLONIAL SCHOOL DISTRICT	DH FAIRWOLD ACAD 20-21.....		37,216.62
00036582	COLT PLUMBING SPECIALISTS	STEP DOWN DOOR HOLDERS.....		123.40
00036692	COLUMBIA GAS	08/13-09/13 MS.....	08/13-09/13 CG.....	275.12
00036693	COMBUSTION SERVICES	HVAC SERVICE RTU-1A.....	HVAC SERVICE B/O RTU DOWN.....	3,737.56
00036645	COMCAST	10/08-11/07 TL.....		348.21
00036694	COMCAST	10/18-11/17 HS.....		548.12
00036755	COMCAST	10/24-11/23 MS.....		348.23
00036646	COMCAST BUSINESS	OCT PHONES.....		871.48
00036583	COMMONWEALTH CHARTER ACADEMY	JULY-AUG-SEPT 7-REG/1-SE.....		26,849.66
00036756	CONSOLIDATED COMMUNICATIONS	10/16-11/15 CG.....		121.58
00036695	CROWN CASTLE FIBER LLC	09/02-10/31 BACKUP INTERNET.....		3,441.66
00036584	CROWN BENEFITS	OCT MEDICAL.....		317,519.00
	ADMINISTRATION			
00036758	CRYSTAL SPRINGS	TL NURSE.....		68.83
00036690	CENTRAL SUSQUEHANNA	8/13-20-31 PAYROLL SUPPORT.....		129.60
	INTERMEDIATE UNIT			
00036585	CTW & SA	08/11-09/10 CG.....	08/11-09/10 TL.....	1,980.82
00036648	CTW & SA	08/11-09/10 HS.....	08/11-09/10 HS FB/BAND CONC.....	1,518.86
00036696	CUMMINS BRIDGEWAY, LLC	REPAIR TRANSFER SWITCH.....	FULL PM SERVICE GENERATOR.....	3,712.26
00036641	CENTRAL VALLEY SCHOOL	LUNCH HI/LOW.....	FNS BREAKFAST/NEEDY.....	123,203.46
	DISTRICT			
00036649	DAGOSTINO ELECTRONIC	INSTALL 50" SAMSUNG 4K TV.....		892.50
	SERVICES			
00036698	DAGOSTINO ELECTRONIC	INSTALL FORTIGATE FINAL PYMT.....	25-LUCENT PREM PHONE SETS.....	24,021.50
	SERVICES			
00036674	ROXANNE DELON	REIMB GIRLS TENNIS ITEMS.....		198.41
00036697	D&G RENT ALLS	RENT SOD CUTTER.....		155.25
00036591	DH BERTENTHAL & SONS	MICROFIBER DUSTING PADS.....		51.50
00036703	DH BERTENTHAL & SONS	COVID HS VITAL OXIDE.....	COVID MS VITAL OXIDE.....	3,094.00
00036774	MICHAEL DICHOV	10/18 V GIRLS VB.....		84.00
00036759	DIRECT ENERGY BUSINESS	SEPT MS.....	SEPT CG.....	152.34
00036775	MICHAEL DOMYANCIC	10/21 MS GIRLS BB.....		68.00
00036651	DUQUESNE LIGHT COMPANY	10/04 TL.....	09/16 IND AVE STADIUM.....	6,741.56
00036704	DUQUESNE LIGHT COMPANY	10/05 HS.....	10/06 CG.....	21,477.27
00036761	DUQUESNE LIGHT COMPANY	10/14 MS.....	10/14 IND AVE CONC ST.....	3,380.77
00036705	EDMENTUM	MS STUDY ISLAND.....	TL STUDY ISLAND.....	14,262.50

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036708	FACILITIES MANAGEMENT SYSTEMS, INC.	OCT MAINT MANAGER.....		9,763.08
00036593	FIT OPTIMIZED SOLUTIONS	ANNUAL PM SVC HVAC EQUIP.....		1,200.00
00036709	FIT OPTIMIZED SOLUTIONS	COMPLETE BILLING FOR 21-22.....		25.00
00036710	FLAG FACTORY	4x6 US FLAG W/POLE & STAND.....		250.00
00036586	CURT FRASIER	09/30 MS FB.....		57.00
00036587	DAN GANOE	10/01 V FB.....		78.00
00036772	MEDCO SUPPLY COMPANY	SHEARER TRAINER GATORADE PKG.....		2,340.00
00036711	GRAINGER	DRAIN CLEANING GUN KIT.....	HIGH FLOW REPL CARTRIDGE.....	1,421.32
00036594	GUARDIAN	OCT DENTAL.....		17,807.81
00036655	GUARDIAN INNOVATIONS, LLC	NAVY XT HELMET COVERS.....		1,245.60
00036712	GUY'S MECHANICAL SYSTEMS, INC	MS HEATING LINE REPAIR.....	MS UNIT REPL VALVES/CONVECT.....	3,970.28
00036763	GUY'S MECHANICAL SYSTEMS, INC	REPAIR HEAT PIPE/BLEED VALVE.....		1,474.01
00036760	DR. STEPHEN HAGBERG, MD	SEPT 16-CERTS.....		160.00
00036620	ROBERT HALL	09/30 JV/V VB.....		84.00
00036764	H.A.R.I.E	W/COMP.....		9,933.00
00036595	HARTFORD PRIORITY ACCOUNTS	OCT ACCIDENT.....		355.16
00036677	STEVE HASHMAN	21-22 ALLOWANCE.....		80.00
00036597	JAMES HEALY	10/01 V FB.....		78.00
00036716	JEROME HOWIESON	21-22 ALLOWANCE.....		64.99
00036754	CAROL HUFNAGLE	REIMB GROCERIES FCS.....		475.07
00036757	CRAIG HUBER	21-22 ALLOWANCE.....		80.00
00036596	INKSTAR, LLC	DIBELS BOOKLETS 3-4-5.....	DIBELS BOOKLETS K-1-2.....	1,773.12
00036715	JEFFREY ASSOCIATES	ZUN BUBBLE INSERT.....		287.00
00036657	JOHN S. DUNN AGENCY	LEININGER BOND 1/1/22-12/31/23....		2,360.00
00036599	JOHNSTONE SUPPLY	HS 12,000 BTU AIR CONDITION.....	MS 12,000 BTU AIR CONDITION.....	1,381.60
00036658	JOHNSTONE SUPPLY	MOTOR HS LOCKER ROOM.....	VENT AIR 2.....	836.41
00036718	JOHNSTONE SUPPLY	PRESSURE SWITCH.....	HOBART GAUGE.....	451.51
00036600	JOSHUA JONES	09/28 JV/V VB.....		84.00
00036769	JW PEPPER	PATTERSON BAND.....		210.46
00036660	LEO KELLY	10/09 JV FB.....		57.00
00036602	KELLY SERVICES, INC.	WEEK ENDING 09/26/21.....	WEEK ENDING 09/19/21.....	25,571.00
00036719	KELLY SERVICES, INC.	WEEK ENDING 10/10/21.....	WEEK ENDING 10/03/21.....	30,077.88
00036750	WILLIAM KERR	10/04 MS B&G SOCCER.....		90.00
00036603	KEYSTONE SIGNS	HS 64-DECAL SCH SAFETY 1stRespond.	TL 53-DECAL SCH SAFETY 1stRespond.	570.00
00036714	HELENA KISSICK	10/04 MS B&G SOCCER.....		90.00
00036765	HELENA KISSICK	10/19 V GIRLS SOCCER.....		66.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment



# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036598	JOE KITTNER	REIMB TECH ED SUPPLIES.....		276.33
00036766	JOE KITTNER	REIMB TECH ED SUPPLIES.....		167.48
00036604	KURTZ BROS	JP GENERAL SUPPLIES.....		13,900.16
00036701	DEAN LAURIA	10/15 V FB.....		78.00
00036702	DENNIS LAURIA	10/15 V FB.....		78.00
00036627	TIMOTHY S. LEVINGER	09/29 MS B&G SOCCER.....		90.00
00036743	TIMOTHY S. LEVINGER	10/12 V GIRLS SOCCER.....		66.00
00036746	WENDY LEWIS	REIMB PYWARE/3D CLOUD SVC.....		624.00
00036652	DWIGHT LINDSEY II	10/09 JV FB.....		57.00
00036626	TIM LINKENHEIMER	10/01 V FB.....		78.00
00036647	CORELOGIC TAX SERVICE	(5) PARCELS DOUBLE PAYMENT.....		3,478.68
00036721	LOWE'S BUSINESS ACCOUNT	MUMS FOR HS CAMPUS.....		188.71
00036661	MAC ATHLETIC DIRECTORS ASSOCIATION	21-22 MAC AD DUES CERCONE.....		100.00
00036683	BARB MAGNOTTA	10/14 HS HEARING SCREENINGS.....		60.50
00036722	MAIELLO, BRUNGO & MAIELLO, LLP	SEPT PROF SVCS.....	OCT RETAINER.....	6,619.24
00036656	JOHN MARCOLINI	10/05 JV/V BOYS SOCCER.....		104.00
00036662	MCCREARY LAWN CARE & LANDSCAPE	SEPT SVCS.....		2,951.00
00036590	DAVID MCHENRY	10/01 V FB.....		78.00
00036771	MARTIN MCSORLEY	10/21 MS GIRLS BB.....		68.00
00036773	MEDCO SUPPLY COMPANY	SAM SPLINT/1ST AID KIT/COOLER.....	TERRY CLOTH TOWELS.....	819.82
00036608	PATRICIA MILLER	09/29 MS B&G SOCCER.....		90.00
00036777	PATRICIA MILLER	10/19 V GIRLS SOCCER.....		66.00
00036610	PETER MOLINARO	09/27 JV/V BOYS SOCCER.....		104.00
00036723	MARIANNE NEVILLE	10/1.7.12 MS NURSE SCREENING.....	10/19 MS NURSE 6th GRADE.....	410.00
00036713	HANH N NGUYEN	10/13 TRANSLATE IEP JUSTIN VO.....		80.00
00036664	NATIONAL SCHOOL BOARDS ASSOCIATION	2022 NAT'L CONNECTION FEES.....		2,675.00
00036659	KELLY OLENIC	REIMB OREOS FOR SCIENCE LAB.....		29.36
00036607	OPEN SYSTEMS PITTSBURGH	SVC CALL TL AV SYSTEM.....		242.50
00036726	OTICON, INC	WIRELESS MICROPHONE/BATTERY SS.....		574.99
00036666	PAGE, INC	MARY GOSS 2-DAY GIFTED CONF.....		388.59
00036667	PALOS SPORTS / SCHOOL HEALTH	HUNTER PHYS ED TRUMAT.....	HUNTER PHYS ED GOLF MAT/BALLS.....	930.37
00036609	PERRY PANDER	10/01 JV/V BOYS SOCCER.....		104.00
00036623	RYAN PARKER	09/27 V BOYS SOCCER.....		66.00
00036675	RYAN PARKER	10/06 V GIRLS SOCCER.....		66.00
00036738	RYAN PARKER	10/13 JV/V BOYS SOCCER.....		104.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036668	PENNSYLVANIA ASSOC OF SCHOOL ADMINISTRATORS	21-22 PASA DUES NICK PERRY.....		1,225.00
00036727	PA TURNPIKE TOLL BY PLATE	09/27 TOLL 376-EAST 30.....		5.80
00036665	NCS PEARSON	BARCLAY DIG SCORING 3 YRS.....		155.00
00036725	NCS PEARSON	E.KING SPEECH FORMS.....		105.00
00036728	PEOPLES GAS	SEPT TL.....	SEPT HS.....	1,472.01
00036669	PETROLEUM TRADERS CORPORATION	6982 GALS GASOLINE RHODES.....		13,945.85
00036729	PETROLEUM TRADERS CORPORATION	800 GALS GASOLINE RHODES.....		1,430.72
00036612	PITTSBURGH EDUCATION CONSULTING, LLC	21-22 FED PRG ACAD CARLA.....	21-22 FED PRG ACAD CHRISTINA.....	600.00
00036670	PHOTOGRAPHY BY JAMES	8x10 PICS FALL SPORTS TEAMS.....		135.00
00036778	PHOTOGRAPHY BY JAMES	5x7 FROM 20-21 AWARDS ASSM.....		15.00
00036611	PITNEY BOWES	RED INK CARTRIDGE.....		93.09
00036730	PMEA DISTRICT 5 TREASURER	HONORS CHORUS 10/28-30.....		220.00
00036613	PMF RENTALS	OCT FEE.....		90.00
00036614	PREVENTION NETWORK	CLASS ACAD SEPT KZ.....		2,700.00
00036680	AARON PRITCHARD	10/13 JV/V VB.....		84.00
00036671	PURCHASE POWER	09/12-10/11 RENTAL-9/27 REFILL....		2,035.00
00036731	QUALITY AUTO PARTS	HS BATTERY/BRUSH.....	HS FUEL FILTER/ADAPTER.....	244.89
00036615	QUESTEQ	OCT ETM.....		22,750.92
00036618	RACHEL SATTLER	09/28 JV/V VB.....		84.00
00036734	RACHEL SATTLER	10/13 JV/V VB.....		84.00
00036632	WILLIAM REED	10/01 JV/V BOYS SOCCER.....		104.00
00036751	WILLIAM REED	10/15 V FB.....		78.00
00036605	MARTHA RENNER	9/29.10/1-4-6 SUB JOANNE 30HRS....		300.00
00036672	RIDDELL/ALL AMERICAN SPORTS CORP.	HELMETS/PAD MS FB PROGRAM.....		5,009.43
00036617	R.J. RHODES TRANSIT	SEPT REG CONTRACT SVC.....	SEPT S/E CONTRACT SVC.....	172,141.74
00036673	ROBINSON PIPE CLEANING CO.	LABOR CLEAN TL SEWERS.....		5,069.23
00036781	RON SCHAD	10/21 MS FB.....	10/23 JV FB.....	114.00
00036736	RON'S WELDING SERVICE	REPAIRS J.DEERE SNOW PLOW.....		2,165.00
00036663	MEGAN ROPERTI	LIBRARY/ESL TRAVEL AUG-SEPT.....		52.64
00036782	ROSEMARIE MOSKAL	10/12-10/13 KONDICK SUB TL.....		80.00
00036653	EDWARD RUSSMAN	10/06 V GIRLS SOCCER.....		66.00
00036706	EDWARD RUSSMAN	10/13 V BOYS SOCCER.....		66.00
00036622	RYAN BEEGLE	09/30 MS FB.....		57.00
00036737	RYAN BEEGLE	10/14 MS FB.....		57.00

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036783	S.A COMUNALE COMPANY, INC.	SVC CALL FIRE PUMP PANEL.....		684.00
00036691	CHRISTOPHER SARICH	10/15 V FB.....		78.00
00036637	BIG TEAMS LLC/SCHEDULE STAR LLC	SCHED STAR/PHYS SOFTWARE.....		1,000.00
00036624	SCHOOL HEALTH ALERT	MJ WOOD NURSE DIGEST.....		27.00
00036739	SCHOLASTIC, INC.	DIGIT JR/SCOPE/STORYWALK MS.....	DIGIT SCHOLASTIC NEWS GR 3-6.....	9,992.20
00036784	SCHOOL SPECIALTY LLC	SPIN BOARD FOR OCC THERAPY.....		111.99
00036606	MARY SCIARETTA	21-22 ALLOWANCE.....		64.99
00036740	SCOTT ELECTRIC	HPS BALLAST.....	LED STRIP FIXTURE.....	612.27
00036785	SV ACADEMY OF CHOICE	21-22 CYBER CONTRACT FALL.....		48,120.00
00036724	MIKE SHAWGO	10/13 JV/V BOYS SOCCER.....		104.00
00036776	MIKE SHAWGO	10/19 V GIRLS SOCCER.....		66.00
00036720	KEVIN SIEGWARTH	21-22 ALLOWANCE.....		80.00
00036717	JOHNSON CONTROLS FIRE PROTECTION LP	CG FIRE ALARM CONTRACT 21-22.....	TL FIRE ALARM CONTRACT 21-22.....	1,371.06
00036625	STAPLES CREDIT PLAN	BO TONER CARTRIDGES.....	SUPT FILE JACKETS/BINDERS.....	836.58
00036592	ERIC SUSICH	09/30 MS FB.....		57.00
00036707	ERIC SUSICH	10/14 MS FB.....		57.00
00036786	TEACHER'S DISCOVERY	WORLD LANG POSTERS/DVDS/BKS.....		382.02
00036742	THE EDUCATION CENTER AT THE WATSON INSTITUTE	SEPT ED/SPEECH CB.....	SEPT SPEECH CB - CCS.....	1,667.74
00036678	THREADZ & INK	LONG TEES FB GAME WORKERS.....		162.00
00036679	TK ELEVATOR	OCT-DEC TL.....	OCT-DEC MS.....	1,317.08
00036628	TREND SERVICES, INC.	SEPT PT SVCS.....	SEPT MISC SVC/PAYROLL COORD.....	4,405.50
00036744	TRI-DIM FILTER CORPORATION	COVID TRI-PLEAT ULTRA FILTERS.....		103.83
00036787	TRI-STATE WATERS	ADMIN.....	CG NURSE.....	113.00
00036619	RICH TURIAN	REPL VALVE/GOOSENECK SPOUT.....	LAV FAUCET CERAMIC DISC.....	649.75
00036601	JULIAN UNDERWOOD	10/01 V FB.....		78.00
00036767	JULIAN UNDERWOOD	10/23 JV FB.....		57.00
00036788	UNIFIRST CORPORATION	UNIFORMS.....		4,180.72
00036629	VERIZON	09/25-10/24 MS.....		41.84
00036789	VERIZON	10/16-11/15 HS.....		670.19
00036745	VERIZON WIRELESS	EQUIP CHARGES FERAGOTTI.....	08/23-09/22 CELLS.....	2,474.99
00036630	VISION BENEFITS OF AMERICA	OCT VISION.....		2,481.90
00036580	CHRIS WALKER	10/01 JV/V BOYS SOCCER.....	09/28 V GIRLS SOCCER.....	236.00
00036643	CHRIS WALKER	10/05 V BOYS SOCCER (1-game).....		66.00
00036768	JULIE WALLACE	10/18 V GIRLS VB.....		84.00
00036576	CAPITAL ONE	PRESSBOX FOOD 09/03 FB GAME.....		98.42
00036631	WASTE MANAGEMENT	OCT HS.....	OCT MS.....	5,178.48

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

# Fund Accounting Check Summary

MAX - From 10/01/2021 To 10/31/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00036733	RACHAEL WATTS	REIMB PSCA DUES FOR 21-22.....		189.00
00036687	CARDMEMBER SERVICE	LG ULTRAFINE WHITE MONITOR.....	MARIANO LITERATURE BOOKS.....	666.39
00036748	WESTERN PA SCHOOL FOR BLIND CHILDREN	SEPT VISION SVCS.....		2,989.00
00036747	WEST MUSIC	GAMEPLAN MUSIC GR 1 & 2.....		245.00
00036749	WEX BANK	09/15-10/14 GAS SHELL.....		1,351.79
00036752	WILMINGTON TRUST FEE COLLECTIONS	15C SINK H541 TRUST FEE.....		780.00
00036570	ARTHUR WOODS	09/30 V GIRLS SOCCER.....		66.00
00036588	DAVID A. WYTIASZ II	09/27 JV/V BOYS SOCCER.....	09/28 V GIRLS SOCCER.....	236.00
00036650	DAVID A. WYTIASZ II	10/05 JV/V BOYS SOCCER.....		104.00
00036579	CHAD YOPP	09/28 V GIRLS SOCCER.....		66.00
00036642	CHAD YOPP	10/06 V GIRLS SOCCER.....		66.00
00036699	DANIEL YOST	10/12 V GIRLS SOCCER.....		66.00
00036780	RICHARD ZIHMER	PAINTED CG PARKING LOTS.....		2,550.00

**10-GENERAL FUND**

**1,286,876.47**

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	1,286,876.47
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
<b>Grand Total All Checks :</b>	<b>1,286,876.47</b>

\* Denotes Non-Negotiable Transaction

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

# Fund Accounting Check Summary

CAFETERIA - From 10/01/2021 To 10/31/2021

ATTACHMENT C

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00001743	CM REGENT, LLC	OCT LIFE.....		8.25
00001751	BEVERLY CRISMAN	21-22 ALLOWANCE.....		80.00
00001744	CROWN BENEFITS ADMINISTRATION	OCT MEDICAL.....		5,824.00
00001746	GUARDIAN	OCT DENTAL.....		205.47
00001752	DANA HARDEK	LUNCH REFUND RYAN.....		121.65
00001745	DANA MACHAK	21-22 ALLOWANCE.....		80.00
00001749	NUTRITION, INC.	09/18-09/24 FOOD SERVICE.....	09/11-09/17 FOOD SERVICE.....	66,225.80
00001753	SUSAN REINSTADTLER	21-22 ALLOWANCE.....		80.00
00001750	STATE INDUSTRIAL PRODUCTS	OCT DRAIN MAINT HS.....	OCT DRAIN MAINT TL.....	279.85
00001747	VISION BENEFITS OF AMERICA	OCT VISION.....		36.90
00001748	CARDMEMBER SERVICE	TONER CARTRIDGES/LABELS.....	VARIOUS CAFETERIA SUPPLIES.....	635.78
			<b>51-FOOD SERVICE/CAFETERIA</b>	<b>73,577.70</b>
			<b>Grand Total Manual Checks :</b>	<b>0.00</b>
			<b>Grand Total Regular Checks :</b>	<b>73,577.70</b>
			<b>Grand Total Direct Deposits:</b>	<b>0.00</b>
			<b>Grand Total Credit Card Payments:</b>	<b>0.00</b>
			<b>Grand Total All Checks :</b>	<b>73,577.70</b>

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

1883 Jury Road  
 Pen Argyl, PA 18072  
 610-588-0965, extension 2394

**ATTACHMENT D**

**Schedule A: Earned Income Tax (EIT) Collections, Receipts, and Distributions for PSD**

<u>Collections and Receipts:</u>	<u>Monthly Total</u>
<b>Collections:</b>	
Resident EIT from Employers/Taxpayers within the TCD	40,180.86
Resident EIT from other TCDs	29,598.33
Non-Resident EIT for Political Subdivisions within TCD	0.00
Delinquent Earned Income Taxes Collected	<u>6,219.63</u>
<b>Total Collections</b>	<b>75,998.82</b>
<b>Receipts:</b>	
Investment Income	0.00
Cost Collected by Tax Officer	<u>232.75</u>
<b>Total Receipts</b>	<b>232.75</b>
<b>Total Collections and Receipts</b>	<b><u>76,231.57</u></b>
<u><b>Distributions and Disbursements:</b></u>	
<b>Distributions:</b>	
Distributions to PSD	<u>74,280.80</u>
<b>Total Distributions</b>	<b>74,280.80</b>
<b>Disbursements:</b>	
Taxpayer Refunds	601.14
Tax Officer Commissions on Collections	1,072.26
Investment Income Retained by Tax Officer	0.00
Postage Fees	44.62
Cost Retained by Tax Officer	<u>232.75</u>
<b>Total Disbursements</b>	<b>1,950.77</b>
<b>Total Distributions and Disbursements</b>	<b><u>76,231.57</u></b>



ATTACHMENT E

Book	Policy Manual
Section	100 Programs
Title	Discipline of Students With Disabilities
Code	113.1 Vol VI 2020
Status	Review
Last Revised	July 20, 2011

### **Purpose**

The district shall develop and implement Positive Behavior Support Plans and programs for students with disabilities who require specific interventions to address behaviors that interfere with learning.[1][2][3]

Students with disabilities who violate the Code of Student Conduct, or engage in inappropriate behavior, disruptive or prohibited activities and/or actions injurious to themselves or others, which would typically result in corrective action or discipline of students without disabilities, shall be disciplined in accordance with state and federal laws and regulations and Board policy and, if applicable, their Individualized Education Program (IEP) and **Positive** Behavior Support Plan.[1][4][5][6][7][8]

### **Definitions**

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.[2]

**Suspensions from school** - disciplinary exclusions from school for a period of one (1) to ten (10) consecutive school days.[7][9].

**Expulsions from school** - disciplinary exclusions from school by the Board for a period exceeding ten (10) consecutive school days and may include permanent exclusion from school.[7][9].

**Interim alternative educational settings** - removal of a student with a disability from **the student's** current placement. Interim alternative educational settings may be used by school personnel for up to forty-five (45) school days for certain infractions committed by students with disabilities. The IEP team shall determine the interim alternative educational setting; however, this does not constitute a change in placement for a student with a disability.[5][10].

### **Authority**

The Board directs that the district shall comply with provisions and procedural safeguards of the Individuals With Disabilities Education Act (IDEA) and federal and state regulations when disciplining students with disabilities for violations of Board policy or district rules or regulations. No student with a disability shall be subjected to a disciplinary change in placement if the student's particular misconduct is a manifestation of **the student's** disability. However, under certain circumstances a student with a disability may be placed in an interim alternative educational setting by school personnel or the IEP team could, if appropriate, change the student's educational placement to one which is more restrictive than the placement where the misconduct occurred.[4][5][10].

### Provision of Education During Disciplinary Exclusions

During any period of expulsion, or suspension from school for more than ten (10) cumulative days in a year, or placement in an interim alternative educational setting for disciplinary reasons, a student with a disability shall continue to receive a free and appropriate **public** education (**FAPE**), in accordance with law.[5][9][11]

### Suspension From School

A student with a disability may be suspended for ten (10) consecutive and fifteen (15) cumulative days of school per school year, for the same reasons and duration as a student without a disability. Such suspension shall not constitute a change in the student's educational placement.[4][5][9][10][12]

### Changes in Educational Placement/Manifestation Determinations

For disciplinary exclusions which constitute a change in educational placement, the district shall first determine whether the student's behavior is a manifestation of **the student's** disability. Expulsion, or exclusion from school for more than fifteen (15) cumulative days in a year, or patterns of suspensions for substantially identical behaviors, constitute changes in educational placements requiring a manifestation determination. For students with intellectual disability, any disciplinary suspension or expulsion is a change in educational placement.[4][5]

A student with a disability whose behavior is not a manifestation of **the student's** disability may be disciplined in accordance with Board policy, district rules and regulations in the same manner and to the same extent as students without disabilities.[4][5][6][7]

### Parent/Guardian Appeals From Disciplinary Actions/Request for Hearing by District for Students Who Are a Danger to Themselves or Others

A due process hearing may be requested by a parent/guardian of a student with a disability who disagrees with a disciplinary placement or manifestation determination, or by the district if the district believes that the current placement is substantially likely to result in injury to the student or others. On parent/guardian appeal, or when the district requests a due process hearing, the hearing officer may return the student to the placement from which **the student** was removed or order **the student's** removal to an appropriate interim alternative educational setting for up to forty-five (45) school days if the hearing officer determines that maintaining **the student's** current placement is substantially likely to result in an injury to the student or others.[10][13]

Placement during appeals of disciplinary actions shall be in the interim alternative educational setting pending the decision of the hearing officer or expiration of the time period set for the disciplinary exclusion from the student's regular placement unless the district and the parent/guardian agree otherwise.[10][14]

### Students Not Identified as Disabled/Pending Evaluation

Students who have not been identified as disabled may be subject to the same disciplinary measures applied to students without disabilities if the district did not have knowledge of the disability. If a request for evaluation is made during the period the student is subject to disciplinary measures, the evaluation shall be expedited.[10][15]

### Administrative Removal to Interim Alternative Educational Setting for Certain Infractions

School personnel may remove a student with a disability, including intellectual disability, to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability if the student:[5][10]

1. Carries a weapon to or possesses a weapon at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **weapon** is defined as a



weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than two and one-half (2 ½) inches in length.[5][10][16][17]

2. Knowingly possesses or uses illegal drugs, as defined by law, or sells or solicits the sale of a controlled substance, as defined by law, while at school, on school property, or at school functions under the jurisdiction of the district.[5][10][18][19]
3. Has inflicted serious bodily injury upon another person while at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **serious bodily injury** means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ or mental faculty.[5][10][20]

### Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [21][22][23]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's **Positive** Behavior Support Plan.[1][2][3][6][10][17][19][22][24][25][26][27][28][29][30][31][32][33][34][35]

For a student with a disability who does not have a **Positive** Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a **Positive** Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policies.[1][3][27][32]

When reporting an incident committed by a student with a disability to the appropriate authorities, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall **ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.**[10][22][25][26][27][30][35][36][37][38][39]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[21][35]

### **PSBA Revised 9/20 © 2020 PSBA**

- Legal
1. 22 PA Code 14.133
  2. Pol. 113
  3. Pol. 113.2

4. 22 PA Code 14.143
5. 34 CFR 300.530
6. Pol. 218
7. Pol. 233
8. Pol. 832
9. 22 PA Code 12.6
10. 20 U.S.C. 1415
11. 20 U.S.C. 1412
12. 34 CFR 300.536
13. 34 CFR 300.532
14. 34 CFR 300.533
15. 34 CFR 300.534
16. 18 U.S.C. 930
17. Pol. 218.1
18. 21 U.S.C. 812
19. Pol. 227
20. 18 U.S.C. 1365
21. 24 P.S. 1303-A
22. 22 PA Code 10.2
23. 35 P.S. 780-102
24. 24 P.S. 1302.1-A
25. 22 PA Code 10.21
26. 22 PA Code 10.22
27. 22 PA Code 10.23
28. 22 PA Code 10.25
29. 22 PA Code 14.104
30. 34 CFR 300.535
31. Pol. 103.1
32. Pol. 113.3
33. Pol. 218.2
34. Pol. 222
35. Pol. 805.1
36. 20 U.S.C. 1232g
37. 34 CFR Part 99
38. Pol. 113.4
39. Pol. 216
- 24 P.S. 510
- 20 U.S.C. 1400 et seq
- 34 CFR Part 300



Book	Policy Manual
Section	100 Programs
Title	Behavior Support
Code	113.2 Vol VI 2020
Status	Review
Last Revised	July 20, 2011

### **Purpose**

Students with disabilities shall be educated in the least restrictive environment (**LRE**) in accordance with their Individualized Education Program (**IEP**), and shall only be placed in settings other than the regular education class when the nature or severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily **and cannot meet the needs of the student**. The IEP team for a student with a disability shall develop a Positive Behavior Support Plan if the student requires specific intervention to address behavior that interferes with learning. The identification, evaluation, and plan or program shall be conducted and implemented in accordance with state and federal laws and regulations.[1][2][3][4][5].

### **Authority**

The Board directs that the district's behavior support programs shall be based on positive rather than negative behavior techniques to ensure that students shall be free from demeaning treatment and unreasonable use of restraints or other aversive techniques. The use of restraints shall be considered a measure of last resort and shall only be used after other less restrictive measures, including de-escalation techniques. Behavior support programs and plans shall be based on a functional **behavioral assessment** and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunity for learning and self-fulfillment.[1][3][5][6][7][8][9][10][11]

### **Definitions**

The following terms shall have these meanings, unless the context clearly indicates otherwise.[1]

**Aversive techniques** - deliberate activities designed to establish a negative association with a specific behavior.

**Behavior support** - development, change and maintenance of selected behaviors through the systematic application of behavior change techniques.

**Positive Behavior Support Plan or Behavior Intervention Plan** - plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A Positive Behavior Support Plan shall be developed by the IEP team, be based on a functional behavioral assessment, and become part of the individual student's IEP. These plans must include methods that use positive reinforcements, other positive techniques and related services required to assist a student with a disability to benefit from special education.

**Positive techniques** - methods that utilize positive reinforcement to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behaviors to specific tangible rewards.

**Restraints** - application of physical force, with or without the use of any device, designed to restrain free movement of a student's body, excluding the following:

1. Briefly holding a student, without force, to calm or comfort **the student**.
2. Guiding a student to an appropriate activity.
3. Holding a student's hand to escort **the student** safely from one area to another.
4. Hand-over-hand assistance with feeding or task completion.
5. Techniques prescribed by a qualified medical professional for reasons of safety or for therapeutic or medical treatment, as agreed to by the student's parents/guardians and specified in the IEP.
6. Mechanical restraints governed by this policy, such as devices used for physical or occupational therapy, seatbelts in wheelchairs or on toilets used for balance and safety, safety harnesses in buses, and functional positioning devices.

**Seclusion** - confinement of a student in a room, with or without staff supervision **in the same room at all times**, in order to provide a safe environment to allow the student to regain self-control.

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.[9]

### **Delegation of Responsibility**

The Superintendent or designee shall ensure that this Board policy is implemented in accordance with federal and state laws and regulations.

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

The Superintendent or designee shall provide regular training and retraining of staff in the use of specific procedures, methods and techniques, including **de-escalation techniques, emergency responses, restraints and seclusions**, that will be used to implement positive behavior supports or interventions in accordance with students' IEPs, **Positive Behavior Support Plans** and Board policy.[1]

The Superintendent or designee shall maintain and report data on the use of restraints, as required. Such report shall be readily available for review during the state's cyclical compliance monitoring. Procedures shall be established requiring reports **to** be made to the district by entities educating students with disabilities who attend programs or classes outside the district, including private schools, agencies, intermediate units and **career and technical** schools.[1]

### **Guidelines**

Development of a separate **Positive** Behavior Support Plan is not required when appropriate positive behavioral interventions, strategies and supports can be incorporated into a student's IEP.[1][5]

When an intervention is necessary to address problem behavior, the **positive techniques and** types of intervention chosen for a student shall be the least intrusive necessary.

### **Physical Restraints**

Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective.[1]

The Director of Special Education or designee shall notify the parent/guardian as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the parent/guardian, after written notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised Positive Behavior Support Plan, or a change of placement to address the inappropriate behavior.[1]

The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or employed as punishment. Restraints may be included in an IEP **with parental consent** only if:[1]

1. The restraint is used with specific component elements of a Positive Behavior Support Plan.
2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors.
3. Staff are authorized to use the restraint and have received appropriate training.
4. **Positive** Behavior Support Plan includes efforts to eliminate the use of restraints.

### Mechanical Restraints

Mechanical restraints, which are used to control involuntary movement or lack of muscular control of **a student** when due to organic causes or conditions, may be employed only when specified by an IEP and as determined by a medical professional qualified to make the determination, and as agreed to by the student's parents/guardians.[1]

Mechanical restraints shall prevent a student from injuring **the student** or others, or promote normative body positioning and physical functioning.

### Seclusion

The district permits involuntary seclusion of a student **for a limited period of time** in accordance with the student's IEP or in an emergency to prevent immediate or imminent injury to the student or others, but the seclusion must be the least restrictive alternative. **District staff shall provide continuous supervision of students in seclusion, which need not always involve presence of staff within the same room.**

The district prohibits the seclusion of students in locked rooms, locked boxes and other structures or spaces from which the student cannot readily exit.[1]

### Aversive Techniques

The following aversive techniques of handling behavior are considered inappropriate and shall not be used in educational programs:[1]

1. Corporal punishment.
2. Punishment for a manifestation of a student's disability.
3. Locked rooms, locked boxes, other locked structures or spaces from which the student cannot readily exit.
4. Noxious substances.
5. Deprivation of basic human rights, such as withholding meals, water or fresh air.
6. Suspensions constituting a pattern as defined in state regulations.[12]

7. Treatment of a demeaning nature.
8. Electric shock.
9. Methods implemented by untrained personnel.
10. Prone restraints, which are restraints by which a student is held face down on the floor.

#### Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's **Positive** Behavior Support Plan.[1][6][9][10][13][14][15][16][17][18][19][20][21][22][23][24][25][26][27]

**For a student with a disability who has a Positive Behavior Support Plan at the time of referral**, subsequent to notification to law enforcement, **the district shall convene the student's IEP team and** an updated functional behavioral assessment and **Positive** Behavior Support Plan shall be required.[1][11][17]

If, as a result of such referral, the student is detained or otherwise placed in a residential setting located outside the district, the Director of Special Education or designee shall ensure that the responsible school district or intermediate unit is informed of the need to update the student's functional behavioral assessment and **Positive** Behavior Support Plan.[1]

For a student with a disability who does not have a **Positive** Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a **Positive** Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policy.[1][17]

#### Relations With Law Enforcement

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[9][17][19][27]

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[1][9][17][19][27]

Legal

1. 22 PA Code 14.133
2. 22 PA Code 14.145
3. 20 U.S.C. 1414
4. 34 CFR 300.114
5. 34 CFR 300.324
6. 20 U.S.C. 1415
7. 34 CFR 300.34
8. 34 CFR 300.530
9. Pol. 113
10. Pol. 113.1
11. Pol. 113.3
12. 22 PA Code 14.143
13. 24 P.S. 1302.1-A
14. 22 PA Code 10.2
15. 22 PA Code 10.21
16. 22 PA Code 10.22
17. 22 PA Code 10.23
18. 22 PA Code 10.25
19. 22 PA Code 14.104
20. 34 CFR 300.535
21. Pol. 103.1
22. Pol. 218
23. Pol. 218.1
24. Pol. 218.2
25. Pol. 222
26. Pol. 227
27. Pol. 805.1
- 24 P.S. 1303-A
- 20 U.S.C. 1400 et seq
- 34 CFR Part 300

Pennsylvania Training and Technical Assistance Network, Question and Answer Compendium,  
January 2020



Book	Policy Manual
Section	100 Programs
Title	Confidentiality of Special Education Student Information
Code	113.4 Vol VI 2020
Status	Review

### **Authority**

The Board recognizes the need to protect the confidentiality of personally identifiable information in the education records of students with disabilities.[1][2]

The district shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, retaining, disclosing and destroying student special education records, in accordance with Board policy, state requirements, and federal and state law and regulations.[2][3]

The rights provided by this policy apply to parents/guardians of students who receive special education programming and services from the district or an outside program provided through the district.[4][5]

### **Definitions**

**Destruction** shall mean the physical destruction or removal of personal identifiers from information so that the information is no longer personally identifiable.[6]

**Disclosure** shall mean to permit access to or the release, transfer, or other communication of personally identifiable information contained in education records by any means, including oral, written, or electronic means, to any party except the party identified as the party that provided or created the record.[7]

**Education records**, for purposes of this policy, shall include the records and information covered under the definition of education records in the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations.[2][7][8]

**Personally identifiable information** includes, but is not limited to:[7][9]

1. The name of a student, the student's parents/guardians or other family members.
2. The address of the student or student's family.
3. A personal identifier, such as the student's social security number, student number, or biometric record.
4. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name.
5. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge



of the relevant circumstances, to identify the student with reasonable certainty.

6. Information requested by a person who the district reasonably believes knows the identity of the student to whom the education record relates.

## **Guidelines**

### **Parental Access Rights**

The district shall permit parents/guardians to inspect and review any education records relating to their child(ren) that are collected, retained, or used by the district in connection with providing special education services to the student.[10][11].

The district shall comply with a parental request to inspect and review education records without unnecessary delay and before any meeting regarding an Individualized Education Program (IEP); any impartial due process hearing relating to the identification, evaluation, educational placement, or the provision of a free and appropriate public education (FAPE) to a student; a hearing related to the discipline of the student; and a resolution meeting.

The district shall presume a parent/guardian has authority to inspect and review records relating to **their** child unless it has been provided documentation that the requesting parent/guardian does not have this authority under applicable state law.[10][12].

The district shall comply with a parental request for review within forty-five (45) days following receipt of the request.[10][11].

A parent's/guardian's right to inspect and review education records includes the right to:

1. A response from the district to reasonable requests for explanations and interpretations of the records;
2. Request that the district provide copies of the records if failure to provide copies would effectively prevent the parent/guardian from exercising the right to inspect and review the records; and
3. Have a representative inspect and review the records.

If an education record includes information on more than one (1) student, the parents/guardians shall have access only to the information relating to their child or shall be informed of the information in the record.[13][14].

The district shall provide parents/guardians, upon request, a list of the types and locations of education records collected, maintained, or used by the district.[15].

### **Fees**

The district may charge a fee for copies of records that are made for parents/guardians so long as the fee does not effectively prevent parents/guardians from exercising their right to inspect and review those records.[16][17].

The district shall not charge a fee to search for or to retrieve information in response to a parental request.

### **Record of Access**

The district shall keep a record of parties obtaining access to education records collected, maintained, or used in providing special education **and related services** to students with disabilities, except access by parents/guardians and authorized district employees.[18].

The district's record of access shall include the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

### Amendment of Records Upon Parental Request

If a parent/guardian believes that information in the student's education records is inaccurate, misleading or violates the privacy or other rights of the student, the parent/guardian may request that the district amend the information.[19][20].

The district shall decide whether to amend the information within a reasonable period of time from receipt of the request.

If the district declines to amend the information in accordance with a parental request, the district shall inform the parent/guardian of the refusal and advise the parent/guardian of the right to a hearing.

### Records Hearing

The district shall, on request, provide parents/guardians with an opportunity for a hearing to challenge information in the student's education records to ensure that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. The district recognizes that parents/guardians who believe that there is a due process violation relating to an alleged violation of confidentiality may also request a special education due process hearing.[21][22][23].

### Hearing Procedures

A hearing to challenge information in education records must meet the following requirements:[24][25]

1. The district shall hold the hearing within a reasonable time after receiving the request for a hearing.
2. The district shall give the parent/guardian reasonable advanced written notice of the date, time, and place of the hearing.
3. The hearing may be conducted by any individual, including a district official, who does not have a direct interest in the outcome of the hearing.
4. The district shall give the parent/guardian a full and fair opportunity to present relevant evidence. The parent/guardian may, at **their** own expense, be assisted or represented by one (1) or more individuals of **their** choice, including an attorney.
5. The district shall inform parents/guardians of its decision in writing within a reasonable period of time after the hearing.
6. The decision must be based solely on the evidence presented at the hearing, and must include a summary of the evidence and the reasons for the decision.

### Result of Hearing

If, as a result of the hearing, the district decides that the information is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall amend the information accordingly and inform the parent/guardian in writing.[23][26].

If, as a result of the hearing, the district decides that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall inform the parent/guardian of the parent's/guardian's right to place in the student's records a statement commenting on the information and/or providing any reasons for disagreeing with the district's decision.

Any explanation placed in the student's records shall be:

1. Maintained by the district as part of the student's records as long as the record or contested portion is maintained by the district; and

2. Included with the record or contested portion if the record or contested portion are disclosed to any party.

### Storage, Retention and Destruction of Information

The district shall store all education records and personally identifiable information of students receiving special education services in such a way as to protect the confidentiality and integrity of the records and information, prevent unauthorized access to and disclosure of records and information, and ensure compliance with other legal and regulatory requirements regarding records retention.[27]

The district shall maintain, for public inspection, a current listing of the names and positions of those district employees who have access to personally identifiable information.[27]

In order to comply with state compliance monitoring requirements, the district shall maintain education records for students receiving special education services for at least six (6) years.[2]

The district shall inform parents/guardians when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to the student. After notice, such information shall be destroyed upon parental request.[28]

No education record shall be destroyed if there is an outstanding request to inspect or review the record or if a litigation hold exists.[11]

The district

{ } shall

{ } may

maintain a permanent record of the student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed.[28]

The district shall ensure the destruction of education records in a manner that protects the confidentiality and privacy rights of the student and **the student's** family.[27]

### Disclosure to Third Parties

The district shall obtain parental consent before disclosing personally identifiable information to parties other than school district officials with a legitimate educational interest or other educational institutions that provide special education services to the student for the purposes of meeting a requirement of law or regulation unless the information is contained in education records and the disclosure is permitted without parental consent under law and regulations.[2][29][30][31][32][33][34]

Parental consent must be obtained before personally identifiable information is released to officials of participating agencies providing or paying for transition services.[32]

If a student is enrolled, or is going to enroll in a private school that is not located in the district of the parent's/guardian's residence, parental consent must be obtained before any personally identifiable information about the student is released between officials in the district where the private school is located and officials in the district of the parent's/guardian's residence.[32]

### Disclosure to Law Enforcement

**When reporting an incident committed by a student with a disability to the appropriate authorities, in accordance with applicable law, regulations and Board policy, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.[2][8][33][35][36][37][38][39][40][41][42]**

## **Delegation of Responsibility**

In order to maintain the confidentiality of the educational records and personally identifiable information of students with disabilities, the Board designates the

{ } Superintendent

{ } Director of Special Education

{ } \_\_\_\_\_

to coordinate the district's efforts to comply with this policy and applicable laws and regulations.[27]

All district employees collecting or using personally identifiable information shall receive training or instruction regarding Board policy, administrative regulations, and state and federal law and regulations regarding confidentiality of education records and personally identifiable information.[27].

## **PSBA Revised 9/20 © 2020 PSBA**

Legal

1. Pol. 113
2. Pol. 216
3. 34 CFR 300.611-300.627
4. 34 CFR 300.520
5. 34 CFR 300.625
6. 34 CFR 300.611
7. 34 CFR 99.3
8. 20 U.S.C. 1232g
9. 34 CFR 300.32
10. 34 CFR 300.613
11. 34 CFR 99.10
12. 34 CFR 99.4
13. 34 CFR 300.615
14. 34 CFR 99.12
15. 34 CFR 300.616
16. 34 CFR 300.617
17. 34 CFR 99.11
18. 34 CFR 300.614
19. 34 CFR 300.618
20. 34 CFR 99.20
21. 34 CFR 300.510-300.516
22. 34 CFR 300.619
23. 34 CFR 99.21
24. 34 CFR 300.621
25. 34 CFR 99.22
26. 34 CFR 300.620

27. 34 CFR 300.623

28. 34 CFR 300.624

29. 34 CFR 99.30

30. 34 CFR 99.31

31. 34 CFR 300.154

32. 34 CFR 300.622

33. Pol. 113.1

34. Pol. 113.2

35. 22 PA Code 10.2

36. 22 PA Code 10.21

37. 22 PA Code 10.22

38. 22 PA Code 10.23

39. 20 U.S.C. 1415

40. 34 CFR 300.535

41. 34 CFR Part 99

42. Pol. 805.1

20 U.S.C. 1400 et seq

34 CFR Part 300

Bureau of Special Education Letter to School Entities on Retention of Records, Dated  
November 9, 2009

Pennsylvania Department of Education Individuals With Disabilities Education Act Part B LEA  
Policies and Procedures under 34 CFR §§300.101 - 300.176 (2018)

Pol. 113.3

# *The School at McGuire Memorial*

## **EDUCATIONAL SERVICES AGREEMENT**

This Educational Services Agreement (hereinafter "Agreement") is made and entered into this 1st day of July 2021, by and between MCGUIRE MEMORIAL, a non-profit corporation, Licensed Private Academic and Approved Private School organized and existing in accordance with the laws of the Commonwealth of Pennsylvania with its administrative offices located at 2119 Mercer Road, New Brighton, Beaver County, Commonwealth of Pennsylvania, 15066 (hereinafter "The School at McGuire Memorial"),

and

CENTRAL VALLEY SCHOOL DISTRICT, a public school district organized and existing in accordance with the laws of the Commonwealth of Pennsylvania with its administrative offices located at 160 Baker Road Extension, Monaca, Beaver County, Commonwealth of Pennsylvania, 15061 (hereinafter the "School District").

### **WITNESSETH:**

**WHEREAS**, the School District wishes to contract with The School at McGuire Memorial to provide educational services to one or more of the School District's students; and

**WHEREAS**, The School at McGuire Memorial agrees to provide educational and related services to the School District's students pursuant to the terms and conditions set forth herein.

**NOW THEREFORE**, The School at McGuire Memorial and the School District, intending to be legally bound, and in consideration of the within mutual promises and undertakings, and other good and valuable consideration, do covenant and agree as follows:

### **I. THE SCHOOL AT MCGUIRE MEMORIAL'S OBLIGATIONS**

1. In consideration for the School District's obligations as set forth herein, The School at McGuire Memorial covenants and agrees as follows:

- a) To provide the necessary professional, instructional, and support staff, as is required to implement the student's Individualized Educational Plan ("IEP") as developed by The School at McGuire Memorial IEP team including district representation
- b) To provide the required materials, supplies, equipment, and other educational related items necessary to implement each student's IEP.

- c) To provide the classroom space or other facilities required to implement each student's IEP in accordance with applicable federal and state laws and regulations.
- d) To provide other personnel, facilities, materials, and services mutually agreed upon in writing by the Parties.
- e) To perform its obligations in a professional and appropriate manner in accordance with all applicable federal and state laws and regulations.
- f) To maintain regular communication with the School District's designated representative regarding the educational and related services provided herein and the education progress of each student pursuant to the student's IEP.
- g) To maintain the required licenses and certifications from the Commonwealth of Pennsylvania to provide the educational and related services contained herein.

2. In further consideration for the School District's obligations as set forth herein, The School at McGuire Memorial agrees to perform the services identified herein solely as an independent contracted services provider. The School District acknowledges and agrees that nothing contained within this Agreement shall be construed or interpreted as creating a joint venture, partnership, franchise, agency, employer/employee, or similar relationship between The School at McGuire Memorial and the School District, or as authorizing either party to act on behalf of the other. The School at McGuire Memorial is and will always remain a contracted services provider in relationship to the School District.

3. As an independent contracted services provider, The School at McGuire Memorial is solely responsible for all employment related obligations of its employees. The School District shall not be legally obligated for any of The School at McGuire Memorial's employment and/or personnel related obligations, including, but not limited to, vacation pay, sick leave, FMLA leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or other employee benefits of The School at McGuire Memorial's employees.

4. This Agreement is solely between The School at McGuire Memorial and the School District, and as such, it shall not under any circumstances create an obligation by The School at McGuire Memorial to any third party.

5. The School at McGuire Memorial agrees to keep and maintain all of the students' educational records during the student's enrollment in strict conformity with the Family Educational Rights and Privacy Act ("FERPA"), its regulations and any corresponding Commonwealth confidentiality

statute and regulation and to return said educational records to the School District when the student leaves, transfers, dies, graduates or otherwise ceases to attend The School at McGuire Memorial.

## **II. THE SCHOOL DISTRICT'S OBLIGATIONS**

1. In consideration for The School at McGuire Memorial's obligations as set forth herein, the School District covenants and agrees as follows:

- a) In accordance with all applicable federal and state laws and regulations, to participate in the development of an appropriate IEP with The School at McGuire Memorial's IEP team for each student placed at The School at McGuire Memorial by the School District.
- b) To comply with all applicable federal and state laws and regulations related to the School District's obligation to educate any student placed at The School at McGuire Memorial by the School District.
- c) To maintain regular communication with The School at McGuire Memorial's designated representative and staff regarding the educational and related services to be provided to each student, along with any other relevant information regarding the student.
- d) To assist The School at McGuire Memorial in its efforts to provide each student with an appropriate education in accordance with the student's IEP.

2. In further consideration for The School at McGuire Memorial's obligations as set forth herein, the School District agrees to make timely payments to The School at McGuire Memorial in accordance with the rate and fee schedule contained in Exhibit "A" which is incorporated herein by reference as if fully set forth. The School District agrees to pay a five percent (5%) late fee on any invoice balance that is not paid in full within thirty (30) days of the date of the invoice.

3. For students enrolled in a 4010 funded slot through The School at McGuire Memorial Approved Private School, the School District agrees to complete the 4010 enrollment process through APSEM within 15 school days. Students not enrolled in APSEM within 15 school days will be considered full tuition students and the School District will be billed according to the rate and fee schedule contained in Exhibit "A".

4. For students enrolled in a 4010 funded slot through The School at McGuire Memorial Approved Private School, The School District agrees to pay all non-APS fees including ESY and one to one support according to the rate and fee schedule contained in Exhibit "A".



5. If a student is placed at The School at McGuire Memorial at the start of a school year, the School District agrees to pay the annual tuition rate pursuant to Exhibit "A". If a student is placed at The School at McGuire Memorial after the start of the school year, the School District agrees to pay the prorated share of the annual tuition rate based upon the placement date through the end of the school year. Once placed, the School District's tuition obligation remains whether the student attends The School at McGuire Memorial all or any part of the school year unless the School District completes a 4011 withdrawal form through APSEM for APS students or a submits formal withdrawal letter identifying the reason for student exit (i.e. move, transfer, death, etc.) within 5 days of student exit.

6. The School District agrees to indemnify and hold harmless The School at McGuire Memorial from and against all claims, causes of action, and forms of damages, including legal fees and costs, related to (i) any School District obligation under federal or state laws, statutes or regulations; (ii) any School District employee related matter; and (iii) any alleged breach or violation of the rights granted the School District's student under any federal or state law, statute or regulation by the School District, its employees or agents.

### **III. TERM OF THE AGREEMENT**

1. The term of this Agreement is from July 1, 2021, through June 30, 2022, at which time the Agreement shall automatically terminate unless renewed by the parties.

2. The parties acknowledge and agree that if The School at McGuire Memorial provides services under this Agreement beyond the Agreement's Term, the School District shall compensate The School at McGuire Memorial for all such services.

3. This Agreement may be renewed or extended by the written agreement of the Parties. Any such renewal or extension is subject to the updated rates and fees of The School at McGuire Memorial.

### **IV. MISCELLANEOUS PROVISIONS**

1. The School District covenants that the persons signing this Agreement on behalf of the School District have the right, power, and authority to execute this Agreement on behalf of the School District and its Board of School Directors and to legally bind the School District to the obligations contained herein.

2. This Agreement shall not be modified, amended, or changed without a subsequent written document signed and approved by the parties hereto.

3. The School at McGuire Memorial shall not be considered in breach or default under this Agreement and shall not be liable to the School District for any delay or failure to perform its obligations hereunder because of any communicable disease, natural or manmade disaster, fire, flood, explosion, strike, riot, war, terrorism, cyber-attack, or similar attack, or any of event beyond The School at McGuire Memorial's reasonable control ("Force Majeure Event").

4. The failure of either Party to insist on strict performance of any covenant or obligation under this Agreement, regardless of the length of time for which such failure continues, shall not be deemed a waiver of such Party's right to demand strict compliance in the future. No consent or waiver, express or implied, to or of any breach or default in the performance of any obligation under this Agreement shall constitute a consent or waiver to or of any other breach or default in the performance of the same or any other obligation.

5. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. All legal proceedings related to this Agreement shall be solely filed in the Court of Common Pleas in Beaver County, Commonwealth of Pennsylvania and in no other venue or jurisdiction.

6. Each party hereby designates its representative under this Agreement. Any notice or other communication provided to the respective parties shall be in writing and shall be emailed and/or mailed to the parties' respective representatives which are listed below.

**Central Valley School District:**  
**Erin Park, Special Education Supervisor**  
**160 Baker Road Extension**  
**Monaca, PA 15061**

**The School at McGuire Memorial:**  
**Dr. Kim Lieb, Director of The School at McGuire Memorial**  
**2121 Mercer Road**  
**New Brighton, PA 15066**

**IN WITNESS WHEREOF**, The School at McGuire Memorial and the School District, intending to be legally bound, have executed this Agreement the date first above written.

ATTESTED

CENTRAL VALLEY SCHOOL DISTRICT

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board President

ATTESTED

THE SCHOOL AT MCGUIRE MEMORIAL

**EXHIBIT A**

The annual tuition rates for the term of this Agreement are as follows:

1. 2021-2022 school year **\$ 55,855.70**

\*For students who are placed with The School at McGuire Memorial during the school year, the daily rate for the 2021-2022 school year is **\$310.31**.

\*\*For students who require one-on-one aide services, the daily rate for the 2021-2022 school year is **\$214.11**.

The Extended School Year ("ESY") Program rates for the term of this Agreement are as follows:

1. 2021-2022 ESY **\$310.31/day**

\*For students who require one-on-one aide services, the daily rate for the 2021-2022 school year is **\$214.11**.

ATHLETIC TRIP INFORMATION

This form is to be completed and submitted to the Athletic Director at least six months in advance of the trip for pre-approval. A complete itinerary including travel, lodging and dining should be included.

If advanced registration is required for your trip, you must submit this form with registration form and/or requisition in a timely manner in order to meet the deadline.

\*\*\*Please note: This is just a request and before you can book a trip it must be completely approved by the Central Valley School Board.

Name of Group CVHS Marching + Jazz Bands Sport Band

Sponsor / Teacher Wendy Lewis (Amanda Politi + Craig Whiskey)

Date(s) of Activity March 15-20, 2022

Location Orlando, Florida

Does Your Trip Require Days Off of School? (Yes) or No (please circle one)

If so, how many days are you requesting off of school and what days?

1/2 day on Tuesday March 15, Full days on March 16 + 17.  
March 18 is a Snow Day.

Total Number of Students and Adults Attending:		
Students <u>81</u>	Adults <u>20</u>	<b>**Please attach a list of Names**</b>

Will Substitute Teachers be Needed? (Yes) or No How many days per substitute: 3 ~~2 1/2~~

Purpose of Trip / Activity: (please feel free to attach an additional sheet for all details of the trip; an itinerary if applicable)

The marching band will be performing in the magic Kingdom parade in Disney.

The jazz band will be performing in the City Walk at Universal Studios in Orlando.

I have attached the itinerary, along with my list of rules from the last Disney trip and the current permission form.

What will the trip cost per student? \$1820 (\$1550 Travel Company, \$270 other costs)  
What fundraising activities do you intend to do?

The Band Parent Organization has many fundraisers planned each month, including hoagie sales, pic sales, candles, candy bars, Anderson's candy, cutlery, purse buyo, night at the races, lottery calendar, and many others.

How will you be traveling to your trip? Air / Bus once we get there.

Hotel Accommodations? Holiday Inn Express - South Lake Buena Vista

Restaurants? at the parks

Are you requesting any money from the school? YES if so how much \_\_\_\_\_ NO  
(please circle one)

How many chaperones will be attending? Please include their names.

16 chaperones, 4 staff  
Chaperones and staff are indicated on the master list.

What will be the student to chaperone ratio? 5 to 1

**\*\*On an additional sheet of paper, please include your plan for your student's making up their schoolwork, your rules and regulations while you are on the trip, and a student permission slip that will need signed by a parent.**

Print your name Wendy H. Lewis

Signature [Signature] Date 11-3-21

Your Position Band Director



CENTRAL VALLEY HS MUSIC DEPARTMENT
MRS. WENDY LEWIS, BAND DIRECTOR
DESTINATION: ORLANDO, FLORIDA
DATES: MARCH 15-20, 2022

SUGGESTED ITINERARY AS OF
AUGUST 5, 2021

TUESDAY, MARCH 15

- 11:20 AM School is dismissed
11:30 AM Board Central Valley School Buses
12:15 PM Depart for the Pittsburgh International Airport:
12:45 PM Arrive at the Pittsburgh International Airport
Upon arrival Begin check-in process and head through security.
TBA PM Flight # TBA departs for Orlando International Airport
TBA PM Arrive at the Orlando International Airport
TBA PM Board local Orlando Motor Coaches - 2 x 61 Passenger Motor Coaches
7:00 PM Enjoy free time to shop and explore at Disney Springs
9:15 PM Board local Orlando Motor Coaches and depart for your hotel
9:45 PM Hotel Check In: Holiday Inn Express and Suites Orlando - South Lake Buena Vista
10:15 PM Take time to get organized and prepare for the next morning.
-Two Private Security Guards on Duty 10:30 p.m.-5:30 a.m.-



## WEDNESDAY, MARCH 16

- 7:15 AM **Breakfast Buffet at the hotel**
- 8:15 AM Board coaches and depart for Universal Orlando Resort
- 8:45 AM Arrive at Universal Orlando Resort Bus Loop and walk to park Entrance.
- 9:00 AM **Visit Universal Studios & the Islands of Adventure Theme Parks for the day:**

### Islands of Adventure Theme Park:

Enjoy the **Wizards World of Harry Potter**: experience the **Flight of the Hippogriff** (a more family friendly coaster that takes you on a fun ride over the Hogwarts grounds), **Hagrid's Magical Creatures Motorbike Adventure** as fly into the **Forbidden Forest**, **Hogwarts Express**, or the **Harry Potter and the Forbidden Journey** (join Harry and his friends on a thrilling new state-of-the-art attraction that will bring the magic, characters, and stories of Harry Potter to life in ways you've never before experienced). Other attractions include: Feel the rage of the **Incredible Hulk Coaster** as you launch from zero to 40 mph in two seconds, battle villains on the **Amazing Adventures of Spider Man**, plunge down an 85-foot waterfall on a river rafter to escape the jaws of a T-rex on **Jurassic Park River Adventure**, cheer on heroes as you enjoy the explosive feats of the **Eighth Voyage of Sinbad**, **Skull Island: Reign of Kong** and more. **Also, now open: Jurassic World VelociCoaster**

Lunch on own (Student cost). Meet your chaperones for lunch money.

### Universal Studios Theme Park:

Take a ride aboard the **Hollywood Rip Ride Rockit**, crash through Krustyland with the **Simpsons Ride**, join Gru, his daughters, and the mischievous Minions on a heartwarming and hilarious 3-D ride in the **Despicable Me Minion Mayhem**, help the Terminator in a battle to prevent mankind's extinction at the cold, steel hands of menacing cyborgs in **Terminator 2 in 3-D**, protect the Earth from aliens in **Men In Black Alien Attack**, join our heroes on an all new adventure that puts you in the story between the Oscar-winning film "Shrek" and "Shrek 2" in the **Shrek 4-D** attraction, prepare for the greatest battle you'll ever ride in an ultra-immersive, next generation thrill ride that blurs the line between fiction and reality on **Transformers the Ride – 3D**, **Harry Potter and the Escape from Gringotts** as you get ready to take a journey through cavernous passageways that lead deep underground as you climb aboard this mind-blowing, multi-dimensional thrill ride, or plunge into darkness on **Revenge of the Mummy – The Ride**.

(Continued)



## WEDNESDAY, MARCH 16 (Cont.)

Dinner: on own (Student cost). Meet your chaperones for dinner money.

- 9:00 PM Please report to designated meeting area and walk to the motor coach parking area.
- 9:15 PM Board your motor coaches and depart for your hotel.
- 9:45 PM Return to the hotel for the evening  
-Two Private Security Guards on Duty 10:30 p.m.-5:30 a.m.-

## THURSDAY, MARCH 17

- 7:15 AM **Breakfast Buffet at the hotel**
- 8:30 AM Board coaches and depart for the Disney Transportation and Ticket Center.
- 9:00 AM Upon arrival at the TTC, you can take the Ferry or Monorail to get to the Magic Kingdom park entrance.
- 9:30 AM **Visit Magic Kingdom for the day**
- Afternoon Lunch on own (Student cost). Meet your chaperones for lunch money.
- TBA PM Motor coaches arrive at the backstage area with uniforms & instrumentation
- TBA PM Students and directors meet at designated meeting area inside the Magic Kingdom before going backstage as a group to prepare for the parade.
- TBA PM **The Central Valley HS "Warrior" Marching Band has been approved to march at the Walt Disney World Resort! (Performance time and location – to be announced)**
- TBA PM Students return to backstage area to change into casual clothes, load motor coaches with uniforms and instrumentation, and return to the park.
- Evening Dinner: on own (Student cost). Meet your chaperones for dinner money.
- 9:15 PM **Enjoy the new nighttime spectacular "Disney Enchantment" Evening Show!**  
Created to launch with the "World's Most Magical Celebration" to celebrate Disney's 50<sup>th</sup> Anniversary, this evening extravaganza will take you on journey filled with adventure, wonder, and empowerment. The show will feature music, enhanced lighting, stunning fireworks, and for the first time, immersive projection effects that extend from the Cinderella Castle down Main Street, U.S.A. (Based on 2022 schedule)
- 10:45 PM Board motor coaches and depart for hotel
- 11:15 PM Return to the hotel  
-Two Private Security Guards on Duty 10:30 p.m.-5:30 a.m.-





## FRIDAY, MARCH 18

- 7:00 AM **Breakfast Buffet at the hotel**
- 8:00 AM Board coaches (Jazz Band members will be dressed in performance attire.)
- 8:45 AM Depart for Universal Orlando Resort
- 9:00 AM Arrive at Universal Orlando Resort Bus Loop to go through security and to prepare for Jazz Band Performance.
- 9:10 AM Meet your STARS Entertainment Coordinator
- 9:20 AM Jazz Band warm up
- 10:00 AM **The Central Valley HS Jazz Band has been accepted for a stage performance at the Universal Orlando Resort! (Performance location and time to be announced)**
- 10:30 AM Performance ends. Return instrumentation onto the bus and enter the park.
- 10:45 AM **Visit Universal Studios & the Islands of Adventure Theme Parks for the day:**  
**Islands of Adventure Theme Park**  
Lunch on own (Student cost). Meet your chaperones for lunch money.  
**Universal Studios Theme Park**
- Evening Dinner: on own (Student cost). Meet your chaperones for dinner money.
- 9:00 PM Please report to meeting area and walk to the motor coach parking as a group.
- 9:15 PM Board your motor coaches and transfer to hotel.
- 9:45 PM Return to the hotel for the evening and prepare for departure the next morning.  
**-Two Private Security Guards on Duty 10:30 p.m.-5:30 a.m.-**

## SATURDAY, MARCH 19

- 7:15 AM **Breakfast Buffet at the hotel**
- 8:30 AM Board coaches and depart for Hollywood Studios
- 8:45 PM Arrive at **Disney's Hollywood Studios** for a day of fun!  
Enjoy behind-the-scenes glimpses of Hollywood-style action with live shows, thrilling attractions, and backstage tours. Highlights include: **Rise of the Resistance, Millennium Falcon Smuggler's Run, Toy Story Midway Mania, Twilight Zone Tower of Terror, Rock 'n' Roller Coaster Starring Aerosmith, Slinky Dog Dash, Muppet Vision 3D, and Mickey and Minnie's Runaway Railway.**

(Continued)



## SATURDAY, MARCH 19 (Cont.)

- Afternoon      Lunch on own (Student cost). Meet your chaperones for lunch money.
  - Evening        Dinner: on own (Student cost). Meet your chaperones for dinner money.
  - 8:30    PM      Experience **Fantasmic** a spectacular, 30-minute fireworks and water show starring Mickey Mouse and a bevy of delightful Disney Characters and featuring classic Disney music and songs, laser lights and amazing hydrotechnic effects. **Note: Fast passes are highly recommended.**  
(Based on 2022 scheduling)
  - 9:45    PM      Meet at the group parking lot
  - 10:00   PM      Board motor coaches and depart for hotel
  - 10:30   PM      Return to the hotel for the evening
- Two Private Security Guards on Duty 10:30 p.m.-5:30 a.m.-**

## SUNDAY, MARCH 20

- 7:15    AM      **Breakfast Buffet at the hotel**
- 8:15    AM      Load the motor coaches with suitcases and personal belongings. (Hotel Check Out)
- 9:00    AM      Depart for **Orlando International Airport**
- 9:45    AM      Arrive at the **Orlando International Airport**
- Upon arrival    Begin check-in process and head through security. **EVERYONE** needs to bring a picture ID along with their ticket. Any traveler 18 yrs. or older, will need a state issued ID. Keep them handy throughout check-in and security processing.  
Lunch on own at the Orlando Airport
- TBA    AM      **Flight # TBA Departs for the Pittsburgh International Airport**
- TBA    PM      Arrive at the **Pittsburgh International Airport**
- TBA    PM      Parents will be responsible for picking up their students from the airport  
(Carpooling is encouraged)
- TBA    PM      Depart for home
- TBA    PM      Return to **Central Valley High School**

Note: Please note that the itinerary, Disney Park hours, Universal Orlando Resort Park Hours, and schedules are subject to change.

## ATTACHMENT H

Mrs. Erin Park, Director of Special Education  
Central Valley School District  
160 Baker Road  
Monaca, PA 15066

November 5, 2021

Dear Erin,

It is with a heavy heart, and after much deliberation, that I offer my resignation for retirement effective November 19, 2021.

Your guidance and leadership throughout my years of employment as a Paraprofessional at Central Valley High School has been very much appreciated.

It is my hope that in some small way, I may have been able to make a difference in the lives of our students to prepare them to become productive young adults in our society.

Best wishes for continued success with the learning support students at Central Valley. I will have many fond memories of our students and staff.

Sincerely,



Anna Maria Tassone  
Paraprofessional

November 10, 2021

Center Grange Primary School  
225 Center Grange Road  
Aliquippa, PA 15001

Dear Ms. Carla Kosanovich,

Please accept this letter as my formal resignation from my position as a Building Monitor at Center Grange Primary School effective November 19, 2021.

Sincerely,

A handwritten signature in black ink that reads "Kimberly F. Cunningham". The signature is written in a cursive style with a large, stylized 'K' and 'C'.

Kimberly F Cunningham