



CENTRAL VALLEY SCHOOL DISTRICT  
BOARD OF EDUCATION  
JANUARY 18, 2024 – 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. Antoline  
\_\_\_\_\_ Ms. Belcastro  
\_\_\_\_\_ Mr. Bloom  
\_\_\_\_\_ Mrs. Decenzo

\_\_\_\_\_ Mr. McDonald  
\_\_\_\_\_ Mr. Mowad  
\_\_\_\_\_ Mr. O'Neill  
\_\_\_\_\_ Mr. Ross

**ROUTINE ITEMS**

**Board Appreciation Month**

III. PUBLIC COMMENTS ON AGENDA ITEMS

IV. MINUTES

1. To approve the Voting Session Minutes from November 16, 2023. **Attachment A**
2. To approve the Voting Session Minutes from December 7, 2023. **Attachment B**

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

Motion by  
Motion:

Second by

## TREASURER’S REPORT – Mr. O’Neill, Treasurer

### BUSINESS ITEMS

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

A. PAY BILLS --

1. Confirm the December 2023 General Fund Payments in the amount of \$1,755,172.99.  
**Attachment C**
2. Confirm the December 2023 Cafeteria Fund Payments in the amount of \$77,348.56.  
**Attachment D**
3. Confirm the December 2023 Construction Fund Payments in the amount of \$757.93.  
**Attachment E**

B. REPORT --

1. To approve the November 2023 Berkheimer Report. **Attachment F**
2. To approve the December 2023 Berkheimer Report. **Attachment G**

**Action required on item 1:**

Motion by                      Second by  
Motion:

### AGENDA ITEMS

**A. BOARD/POLICY ITEMS – Mr. Ambrose, Chairperson**

1. To approve Resolution 2024-03 authorizing participation in the 2024-2025 Joint Purchasing Program with the Allegheny Intermediate Unit. **Attachment H**
2. To approve a Memorandum of Understanding Reunification Partnership with the Community College of Beaver County to affirm a plan to be implemented and followed in the event of a hazardous or traumatic event that requires the evacuation of building or buildings of the School District pending approval by the solicitor. **Attachment I**

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

Motion by                      Second by  
Motion:

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

**C. EDUCATION ITEMS – Ms. Belcastro, Chairperson**

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

Conference – Location	Individual	Date
PBIS Implementer’s PLC, BVIU	Kayse Hicks, April Maracco, & Cynthia Poskin	12/13/2023
BCCA Mtg., CCBC	Shannon Istik & Rachael Watts	12/15/2023
Social, Emotional & Behavioral Training, Webinar	Amanda Poleti	1/11/2024
Career Readiness Training, BVIU	April Maracco & Julie Shamitko	1/30/2024
Overdrive Consortium/BCASL Mtg., BVIU	Megan Roperti	2/1/2024
PA Educational Tech. Expo & Conf., Hershey, PA	Ed Eimiller	2/4 – 2/7/2024
Pa Assoc. of Middle Level Educator’s Conference, King of Prussia, PA	Kayse Hicks, Megan Alicandro, Valeria Bruck, Jennifer Jones, Julianna Palladini	2/24/2024
PASBO Annual Conference, Hershey, PA	Joan Wehner	3/5 – 3/8/2024
Social, Emotional & Behavioral Training, Webinar	Julie Shamitko & Christina Feragotti	3/20/2024
Learning Leader Book Study – Virtual	Kayse Hicks & Brian Dolph	2/1 – 4/16/2024 (various dates)
BCCA Meeting, BCCTC	April Marocco	1/19/2024
Social, Emotional Behavior Tier 2, Pittsburgh	Amanda Poleti	2/20/2024
TE Steels Presentation, BVIU	Bill Fiedler & Matthew Reese	2/1/2024

2. To approve a two-year Agreement for School-Based Peer Support Group for Grieving Children and Adolescents between the Central Valley School District and Caring Foundation pending approval of the solicitor. **Attachment J**

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

Motion by                      Second by  
 Motion:

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

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

1. To approve the following conditioning programs to run January 8, 2024 through March 2, 2024 at a rate of \$10.00 per hour up to 60 hours total:

Shannon Sullivan	Softball
Tim Bruzdewicz	Baseball
Roxanne Delon	Boys' Tennis
Bill King	Track
Mark Lyons	Weightlifting (120 hours total through April)

2. To approve the Central Valley Middle School Swim Team to practice at Hopewell pool this spring at a rate of \$50 a day for the purpose of practices, pending approval by the Hopewell Area Board of Education.

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

Motion by                      Second by  
Motion:

**F. EXTRA CURRICULAR ACTIVITIES – Mr. Antoline, Chairperson**

**FYI– Field Trips**

<b>Destination</b>	<b>Group</b>	<b>Date</b>
CCBC	HS/MS Gifted	11/28/2023
Beaver Falls HS	HS/MS Gifted	12/18/2023
Univ. of Pittsburgh Nationality Rooms	HS Spanish III & German III	12/18/2023
Ambridge HS	HS/MS Band	1/5/2024
Robert Morris University	HS FBLA	1/9/2024
Lindsay Theatre, Pittsburgh	HS German I, German II, Holocaust & French Students	1/23/2024
Hopewell MS	MS Bocce	1/31/2024
Beaver Falls MS	MS Bocce	2/28/2024
Rochester HS	MS/TL/CG Gifted	3/25/2024
Carnegie Science Center	Grade 1	4/12/2024
Washington DC	Grade 7 Honors Social Studies	5/2/2024
Topgolf Pittsburgh	TL Grade 5	5/17/2024
Penn State, Beaver	Grade 5 Book Club	5/9/2024
Seneca Valley HS	HS/MS Band	3/26/2024
Blackhawk HS	Grade 5 Gifted	3/4/2024
Geneva College	HS/MS Gifted	2/20/2024
Southside HS	HS Gifted	2/9/2024
CCBC	HS/MS Gifted	2/6/2024
Blackhawk HS	HS/MS Gifted	1/25/2024
CCBC	HS Student Ambassadors	1/24/2024

**G. BUILDINGS AND GROUNDS – Mrs. Decenzo, Chairperson**

1. To approve/confirm the following Building Usage requests:

<b>Building</b>	<b>Organization</b>	<b>Date</b>	<b>Purpose</b>
MS Gymnasium	CV Cheer Club	1/3 – 2/3/2024	Small table for MS basketball games
HS Gymnasium	HS Entrepreneur Class	1/4/2024	Teacher vs Student Basketball Game
CG Library	PTA	1/9/2024	Executive Meeting
TL Cafeteria	PTA	2/1 & 2/2/2024	Movie Night
HS Gymnasiums	CV Youth Baseball	3/3/2024	Evaluations
HS Wellness Center	Joanne Chirico	4/26 & 4/27/2024	Warrior 5K Walk/Run
HS Stage & Chorus Room	Elizabeth Damp	1/4 - 3/3/2024	Rehearsal for Musical
CG Cafeteria	PTA	3/21/2024	Rosalind Candy Pick Up
CG Soccer Fields; MS Stadium, baseball field	CV Youth Soccer	3/18 – 6/9/2024	Practice and Games
HS Football Field	CV Youth Soccer	3/31 – 6/4/2024 (Sundays)	Travel Sunday Games

**Action required on item 1:**

Motion by  
 Motion:

Second by



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

1. To approve the resignation of Shannon Tress, cafeteria general worker, effective December 7, 2023. **Attachment K**
2. To approve the retirement of Deana Trombini, paraprofessional, effective January 4, 2024. **Attachment L**
3. To approve the retirement of Colleen Kearns, Superintendent’s Secretary, effective April 15, 2024. **Attachment M**
4. To approve the retirement of Dan Scheidemantel, custodian, effective February 16, 2024. **Attachment N**
5. To approve the retirement of William Kibler, custodian, effective February 16, 2024. **Attachment O**
6. To approve Will Shearer as a mentor for Liz Walker for the 2023-2024 school year at a stipend of \$300.
7. To approve the resignation of Linda Hapach, paraprofessional, effective December 14, 2023. **Attachment P**
8. To approve a medical sabbatical for Middle School Employee ID #468 from December 14, 2023 through May 3, 2024.
9. To approve the resignation of Carli Barato, paraprofessional, effective January 16, 2024.
10. To approve Ed Brunton as a full-time custodian at a rate of \$14.50/hr. in accordance with the CVESP Agreement, pending receipt, review, and acceptance of all clearances, effective January 3, 2024.
11. To approve the resignation of Ed Brunton, custodian, effective January 4, 2024.
12. To approve additions to the 2023-2024 Substitute List pending receipt, review, and acceptance of all clearances. **Attachment Q**
13. To approve a Medical Sabbatical for an elementary employee ID# 217 from January 22, 2024 through May 31, 2024 pending receipt, review and acceptance of proper medical documentation.
14. To approve a FMLA request for an elementary employee ID# 1532 from February 5, 2024 through March 22, 2024.

### **Action required on items 1-14:**

Motion by  
Motion

Second by

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

1. To approve the adoption of the Preliminary General Fund Budget for the 2024-2025 school year, which includes revenues of \$44,736,687 and expenditures of \$45,070,321.

**Action required on item 1:**

Motion by                      Second by  
Motion:

**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  
NOVEMBER 16, 2023 – 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. Mowad
<u>X</u>	Ms. Belcastro	<u>X</u>	Mr. O'Neill
<u>Ab</u>	Mr. Bloom	<u>X</u>	Mr. Ross
<u>X</u>	Mrs. Decenzo	<u>Ab</u>	Mr. Zaritski
<u>X</u>	Mr. King		

\*Also present: Ms. Wehner, Dr. Perry, Mr. Muscante, and Mr. Maly

## ROUTINE ITEMS

**III. EXECUTIVE SESSION**

- A session was held prior to tonight's meeting in order to discuss personnel and receive information.

**IV. PUBLIC COMMENTS ON AGENDA ITEMS**

**V. MINUTES**

1. To approve the Minutes from the October 19, 2023 Voting Session. **Attachment A**

**Action required on item 1:**

Motion by Mrs. Decenzo  
Motion: Carried 7 Yes, 0 No

Second by Mr. Mowad

## 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 2023 General Fund Payments in the amount of \$1,544,016.92.

**Attachment B**

2. Confirm the October 2023 Cafeteria Fund Payments in the amount of \$84,586.38.

**Attachment C**

3. Confirm the October 2023 Construction Fund Payments in the amount of \$210,946.19.

**Attachment D**

B. REPORT --

1. To approve the October 2023 Berkheimer Report. **Attachment E**

**Action required on item 1:**

Motion by Mr. King

Second by Mr. Ross

Motion: Carried 7 Yes, 0 No

### AGENDA ITEMS

#### A. BOARD/POLICY ITEMS – Mr. Ambrose, Chairperson

FYI: Second Reading of the revised Policy 827 - Conflict of Interest. **Attachment F**

**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>
Federal Programs Fall Regional Workshop, IU3	Carla Kosanovich	10/20/2023
BC Counselor's Association Mtg., Slippery Rock University	Shannon Istik & Rachael Watts	11/3/2023
Youth mental Health First Aid Training, BVIU	Tiffany Gasperine	11/13/2023
BCCTC Liaison Mtg., BCCTC	Shannon Istik & Rachael Watts	11/15/2023
Schools to Watch Visit, West Hempfield MS	Kayse Hicks	12/1/2023

2. To approve an Agreement with MHY Family Services for the 2023-2024 school year in order to meet educational needs as per student's IEP at a rate of \$176 a day. **Attachment G**

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

Motion by Mr. Ross                      Second by Ms. Belcastro  
Motion: Carried 7 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:

**Swimming**

Mark Elder	Assistant Varsity Swim Coach	\$1,000.00
Katrina Elder	Assistant Volunteer Swim Coach	\$0

**Action required on item 1:**

Motion by Mr. King                      Second by Mr. Mowad  
Motion: Carried 7 Yes, 0 No



**F. EXTRA CURRICULAR ACTIVITIES – Ms. Belcastro, Chairperson**

1. To preliminarily approve a High School Chorus trip to New York City from 03/20/2024 – 03/23/2024. **Attachment H**

**Action required on item 1:**

Motion by Ms. Belcastro  
 Motion: Carried 7 Yes, 0 No

Second by Mr. O'Neill

**FYI – Field Trips**

<b>Destination</b>	<b>Group</b>	<b>Date</b>
Geneva College, Beaver Falls	TL/MS/HS Gifted	11/14/2023
Bender Leadership Academy, Carbon Calgon, Robinson	HS Learning Support/Transition	11/16/2023, 1/10, 3/6, & 4/10/2024
Monaca Parade	HS Band	12/2/2023
Carnegie Science Center	Grade 4	5/24/2024
Bender Leadership Academy/Carbon Calgon, Robinson	HS Learning Support/Transition	11/16/2023, 1/10, 3/6, & 4/10/2024
Sims Bowling Lane, Beaver Falls	TL/HS LifeSkills	12/8/2023
Boys' & Girls' Club of Western PA	MS Unified Sports	11/16/2023
Hofbrauhaus & Market Square, Pgh	HS German Club/World Language Club/FBLA	12/5/2023

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

1. To approve/confirm the following Building Usage requests:

<b>Building</b>	<b>Organization</b>	<b>Date</b>	<b>Purpose</b>
HS Classroom	Roxanne Delon	11/15/2023	Travel meeting
TL Lobby/CG Lobby	PTA	11/22/2023	Holiday Decorating
CG Cafeteria/Gym, Library, Grade 1 Hallway	PTA	12/2/2023	North Pole Event
HS Auxiliary Gym	HS Softball Boosters	12/3/2023	Fundraiser
HS Gym	HS FBLA	2/24/2024	Fundraiser
HS Gym and Hallway	CV Roundball Association	11/29/2023	Youth Night and Kickoff for season
MS Lobby, Gym, Restrooms	CV Food Pantry	12/15/2023	Winter Formal Dance
TL Cafeteria and Lobby	PTA	2/23 & 2/24/2024	Donuts with your Dude
MS Gym	Archery	2/2 & 2/2/2024	Tournament

**Action required on item 1:**

Motion by Mr. Ambrose  
 Motion: Carried 7 Yes, 0 No

Second by Mr. Mowad

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

1. To approve the resignation of Julie Young, custodian, effective November 3, 2023.  
**Attachment I**
2. To approve Patricia Acon 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 6, 2023.
3. To approve the resignation of Greta Smith, custodian, effective November 17, 2023.  
**Attachment J**

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

Motion by Mr. King      Second by Mrs. Decenzo

Motion: Carried 7 Yes, 0 No

**I. FINANCE ITEMS – Mrs. Decenzo, Chairperson**

1. To approve the audit report for the Central Valley School District for Fiscal Year ended June 30, 2023 as presented by Cypher & Cypher, certified Public Accountants.

**Action required on item 1:**

Motion by Mr. Decenzo

Second by Mr. O'Neill

Motion: Carried 7 Yes, 0 No

**Discussion:**

- Mr. Ambrose commented on a great job done by the administration and Cypher & Cypher.

**J. PUBLIC COMMENT**

- **Mr. Al Cwynar** offered congratulation to Mr. Ross and the two new members coming on in December. He also thanked Mr. King for his years of service on the Board. He offered appreciation to Dr. Perry, the administration and law enforcement for the way they handled the Aliquippa game.

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

- Dr. Perry reminded the community of the various positions available at the District.
- He also thanked both Mr. King and Mr. Zaritski for their service and support during his tenure

**L. BOARD MEMBERS' COMMENTS**

- Mr. Ambrose read and presented a Commendation given to Mr. King from the Pennsylvania House of Representatives provided through Representative Robert Matzie.
- Various Board Members thanked Mr. King and Mr. Zaritski for their years of service on the Board.

**ADJOURNMENT**

1. To adjourn the meeting.

**Action required on item 1:**

Motion by Mr. Mowad

Second by Mrs. Decenzo

Motion: Carried 7 Yes, 0 No



ATTACHMENT B

CENTRAL VALLEY SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL MEETING  
THURSDAY, DECEMBER 7, 2023 – 6:00 PM  
CENTRAL VALLEY HIGH SCHOOL CAFETERIA

## General Business/Re-Organizational Mtg.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

<u>X</u>	Mr. Ambrose	<u>X</u>	Mr. McDonald
<u>X</u>	Mr. Antoline	<u>X</u>	Mr. Mowad
<u>X</u>	Ms. Belcastro	<u>X</u>	Mr. O'Neill
<u>X</u>	Mr. Bloom	<u>X</u>	Mr. Ross
<u>X</u>	Mrs. Decenzo		

\*Also present: Dr. Perry, Mr. Maiello, and Ms. Wehner

III. EXECUTIVE SESSION

- An Executive Session was held to discuss personnel and legal issues.

IV. PUBLIC COMMENTS ON AGENDA ITEMS

V. ORGANIZATIONAL ITEMS (Policy No. 05)

Officers

Election of officers shall be by a majority of those present and voting. Where no such majority is achieved on the first ballot, a second ballot shall be cast for the two candidates who received the greatest number of votes.

A. Election of Temporary President.

Mr. Mowad nominated Mr. Ambrose

Action required:

Motion by Mr. Bloom

Second by Mr. Mowad

Motion: Motion Carried 9 Yes, 0 No

**B. Election of Board President.**

Mrs. Decenzo nominated Mr. Ambrose

**Action required:**

Motion by Mrs. Decenzo

Motion: Carried 9 Yes, 0 No

**C. Election of Vice-President.**

Mrs. Decenzo nominated Mr. Bloom

**Action required:**

Motion by Mrs. Decenzo

Motion: Carried 9 Yes, 0 No

- D. To approve the 2023 Mail Election Ballots for the Beaver Valley Joint School Board, the Beaver Valley Joint School Committee and Beaver County Career and Technology Center Joint School Board.

**Action required:**

Motion by Mr. Bloom                      Second by Mrs. Decenzo

Motion: Carried 9 Yes, 0 No

**IV. PUBLIC COMMENTS ON AGENDA ITEMS**

- Tracey Antoline Patton congratulated the elected members of the Board.

**V. AGENDA ITEMS**

**A. BOARD/POLICY ITEMS**

1. To adopt a calendar setting the day, place and time for School Board meetings, both Work and Voting Sessions, as shown on **Attachment A**.
2. To designate the Beaver County Times as the newspaper of general circulation for legal advertisement.
3. To approve Mr. Joseph O'Neill as Board Treasurer December 7, 2023 – June 30, 2024.
4. To approve the revised Policy 827 – Conflict of Interest. **Attachment B**

**Action required on items 1-4:**

Motion by Mr. Bloom

Second by Mrs. Decenzo

Motion: Carried 9 Yes, 0 No

**B. BUSINESS ITEMS**

1. The following bills and reports are submitted for approval:
  - a. PAY BILLS --
    1. Confirm the November 2023 General Fund Payments in the amount of \$1,146,609.21. **Attachment C**
    2. Confirm the November 2023 Cafeteria Fund Payments in the amount of \$93,507.46. **Attachment D**
    3. Confirm the November 2023 Construction Fund Payments in the amount of \$338,667.37. **Attachment E**

**Action required on item 1:**

Motion by Mr. O'Neill                      Second by Ms. Belcastro  
 Motion: Carried 9 Yes, 0 No

**C. TECHNOLOGY**

1. To approve a five (5) year contract with Questeq to provide technology support to the Central Valley School District, pending review by solicitor. **Attachment F**

**Discussion:**

- Mr. Mowad asked that Mr. Eimiller to give a brief overview of the Questeq contract.

**Action required on item 1:**

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

**D. BUILDING AND GROUNDS**

1. To approve/confirm the following Building Usage requests:

<b>Building</b>	<b>Organization</b>	<b>Date</b>	<b>Purpose</b>
CG Cafeteria	CV Wicked Warriors	12/7/2023	Fundraiser
HS Auditorium & Chorus Room	TL Band and Chorus	1/10 & 1/11, 5/22 & 5/23/2024	Rehearsals and Concerts

**Action required on item 1:**

Motion by Mr. Mowad                                      Second by Mr. O'Neill  
 Motion: Carried 9 Yes, 0 No

**E. PERSONNEL**

1. To approve the retirement of Rodney Davis, custodian, effective December 22, 2023.  
**Attachment G**
2. To approve the resignation of George Povelitis, custodian, effective December 15, 2023.  
**Attachment H**
3. To approve Shannon Tress as a cafeteria general worker (2.75 hrs.) at a rate of \$12.50/hr. in accordance with the CVESP Agreement, pending receipt, review, and acceptance of all clearances, effective December 4, 2023.
4. To approve a three (3) year contract for Diane Mateer, Registered Nurse, effective January 3, 2024 at a starting salary of \$36,000 pending receipt, review, and acceptance of all clearances.
5. To approve Linda Hapach 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 December 7, 2023.
6. To approve the retirement of John Maly, Business Manager, effective December 31, 2023.  
**Attachment I**
7. To approve Liz Walker as an Athletic Trainer, Step 1, Master's Degree, in accordance with the CVEA Agreement, effective December 8, 2023 pending receipt, review and acceptance of all clearances.

**Discussion:**

- Mr. Ambrose spoke briefly about the tenure of Mr. Maly, thanking him for his years of service.

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

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

**F. FINANCE ITEMS**

1. To approve to extend the lease agreement with Canon Solutions America to provide copy machines for the District, pending approval by the solicitor. **Attachment J**
2. To approve Resolution 2024-03 authorizing proposed preliminary budget display and advertising. **Attachment K**

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

Motion by Mr. Ross                      Second by Mr. Mowad  
Motion on item 1: Carried 8 yes, 0 No, 1 Abstain (Mowad)  
Motion on item 2: Carried 9 Yes, 0 No



**F. PUBLIC COMMENTS**

- Brandi Patterson spoke regarding an issue involving a contracted employee at Todd Lane in 2022. She discussed an email she had sent the entire Board and Dr. Perry. Dr. Perry responded to the email regarding the issue at that time. She asked that it be reviewed by each Board member again. She also spoke about a current situation in the third grade with a substitute teacher. She is hoping that in the future, there can be ways that more conversations or ways to communicate with parents about sensitive issues.

**G. SUPERINTENDENT'S ITEMS/COMMENTS**

- Congratulated Mr. Ambrose and Mr. Bloom on their reappointments to president and vice president.
- Welcomed Mr. Antonline and Mr. McDonald to the Board.
- Reminded the public of the need for workers across the District and asked everyone to check the website for more information.
- Congratulated the redesignation of the middle school for being named a Don Eichhorn Schools to Watch.

**H. BOARD MEMBERS' COMMENTS**

- A few Board members offered welcome to the new Board members.

**I. ADJOURNMENT**

1. To adjourn the meeting.

**Action required on item 1:**

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

**FUND ACCOUNTING PAYMENT SUMMARY**

Bank Account: MA - MAX Payment Dates: 12/01/2023 - 12/31/2023

**ATTACHMENT C**

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041846	12/14/2023	21ST CENTURY CYBER CHARTER SCHOOL	JAN 1-REG		1,093.68
0000041903	12/21/2023	AARON PRITCHARD	12/16 JV GIRLS BB		180.00
0000041904	12/21/2023	ABC TRANSIT INC	NOV REGULAR RUNS	AUG/SEPT REGULAR RUNS	371,203.26
0000041725	12/01/2023	ACCO BRANDS USA LLC	LAMINATOR WARRANTY 3/24-25		851.45
0000041778	12/07/2023	ADAM BIANCUCCI	STICKS 5-JV FB GAMES		125.00
0000041847	12/14/2023	ALAM'S HOME & HARDWARE	NOV MS	NOV HS	252.07
0000041848	12/14/2023	ALEXA PHILLIS	12/11 HOME GYM MEET		60.00
0000041779	12/07/2023	AMBRIDGE AREA BAND BOOSTERS	BC BAND FEST 19-HS 1/5/24	BC BAND FEST 03-MS 1/5/24	594.00
0000041849	12/14/2023	AOT INC	NOV ELEM	NOV MS/HS	10,592.61
0000041851	12/14/2023	APPLE INC	VPP CREDIT		10,198.00
0000041850	12/14/2023	APPLE	MBA PACK 10 128GB MEMORY	VESA MOUNT ADAPTER	7,226.00
0000041780	12/07/2023	APPLIED PEST MANAGEMENT	HS		592.00
0000041905	12/21/2023	APPLIED PEST MANAGEMENT	HS	TL	296.00
0000041726	12/01/2023	AQUA FILTER FRESH INC	MAINT		79.50
0000041781	12/07/2023	AQUA FILTER FRESH INC	CG WATER/MACHINE RENTAL	B/O MACHINE RENTAL	41.50
0000041782	12/07/2023	AT&T	MS LONG DISTANCE		49.07
0000041783	12/07/2023	AUSTIN PETRELLA	SUMMER BAND INSTRUCTOR A		437.00
0000041727	12/01/2023	BADEN ACADEMY CHARTER SCHOOL	NOV 31-REG/5-SE		57,924.52
0000041728	12/01/2023	BAUMAN OFFICE EQUIPMENT INC	NEW BRD MEMBER PLATE AA/JMc		46.36
0000041729	12/01/2023	BEAVER COUNTY ACADEMIC GAMES LEAGUE	EQUATIONS TOURN 16-PLAYERS		56.00
0000041730	12/01/2023	BEAVER COUNTY RECREATION DEPARTMENT	TENNIS COURT FEES FALL 2023		250.66

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card



# FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041792	12/07/2023	CHRISTOPHER HEALY	12/01 V BOYS BB		84.00
0000041793	12/07/2023	CLARENCE SEYBERT II	11/28 V GIRLS BB		50.00
0000041913	12/21/2023	CLINT RAWSON	REIMB HOAGIES CREW LUNCH 12/20		162.78
0000041734	12/01/2023	CM REGENT LLC	DEC LIFE		1,537.24
0000041854	12/14/2023	COACH COMM LLC	MAINT REPAIR ON FB HEADSETS		1,071.00
0000041855	12/14/2023	COLLEGE BOARD	PSAT FALL 2023 EXAMS		2,136.06
0000041735	12/01/2023	COLUMBIA GAS	09/14-10/12 MS	09/14-10/12 CG	921.97
0000041914	12/21/2023	COMBUSTION SERVICES	VARIOUS RTU REPAIRS @ CG	REPLACE BUS OFFICE RTU	84,852.63
0000041857	12/14/2023	COMCAST BUSINESS	DEC PHONES		908.29
0000041736	12/01/2023	COMCAST	11/24-12/23 MS		396.30
0000041856	12/14/2023	COMCAST	12/08-01/07 TL		396.28
0000041915	12/21/2023	COMCAST	12/18-01/17 HS		586.73
0000041737	12/01/2023	CONSOLIDATED COMMUNICATIONS	11/16-12/15 CG		121.90
0000041738	12/01/2023	COURTNEY MOTTES	REIMB ASHA CERTIF/SHELF/HOOKS		345.28
0000041916	12/21/2023	CRAIG MAMONE	12/11 V GIRLS BB	12/11 JV GIRLS BB	144.00
0000041794	12/07/2023	CRAIG MORRIS	REIMB EXP GOLF FINALS/CHSHIP		1,409.18
0000041739	12/01/2023	CROWN BENEFITS ADMINISTRATION	DEC MEDICAL		377,872.16
0000041858	12/14/2023	CROWN BENEFITS ADMINISTRATION	NOV COBRA FEES		208.00
0000041859	12/14/2023	CROWN CASTLE FIBER LLC	DEC BACKUP INTERNET		1,750.00
0000041740	12/01/2023	CRYSTAL SPRINGS	TL NURSE		71.92
0000041917	12/21/2023	CRYSTAL SPRINGS	TL NURSE		23.92
0000041741	12/01/2023	CTW & SA	10/11-11/08 HS BASEBALL FLD		142.68

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041795	12/07/2023	CTW & SA	10/11-11/10 HS	10/11-11/10 CG	4,747.25
0000041796	12/07/2023	CUMMINS SALES & SERVICE	REPL GENERATOR VALVE/BATTERY		1,825.37
0000041860	12/14/2023	DAGOSTINO ELECTRONIC SERVICES	LABOR TL DOOR ACCESS		525.00
0000041797	12/07/2023	DAN WILSON	STICKS 5-JV FB GAMES		125.00
0000041798	12/07/2023	DAVE HOUSER	CLOCK 1-VARSITY FB GAME		35.00
0000041799	12/07/2023	DEREK WILSON	CLOCK 8-VARSITY GIRLS SOCCER	CLOCK 5-JV FB GAMES	570.00
0000041742	12/01/2023	DON PETTIGREW	11/24 V BOYS BB		84.00
0000041861	12/14/2023	DR STEPHEN HAGBERG MD	NOV 17-CERTS		170.00
0000041862	12/14/2023	DREW BOLLMAN	REIMB RENEW GIMKIT PRO 1yr		59.88
0000041863	12/14/2023	DROPBOX INC	DROPBOX SIGN API PREMIUM 1yr		8,078.40
0000041743	12/01/2023	DUQUESNE LIGHT COMPANY	11/13 MS	11/14 IND AVE STADIUM	3,856.08
0000041918	12/21/2023	DUQUESNE LIGHT COMPANY	12/04 HS	12/05 CG	27,140.32
0000041864	12/14/2023	EDWARD EIMILLER	REIMB YET ANOTHER MAIL MERGE		3,500.00
0000041919	12/21/2023	ELAN FINANCIAL SERVICES	STAPLES BO HP87X INK	AMZ MS FLAGS	973.54
0000041744	12/01/2023	ELYSE KING	REIMB ASHA CERTIFICATION		253.00
0000041800	12/07/2023	EMILY DINCHER	REIMB ASHA CERTIFICATION		253.00
0000041920	12/21/2023	ERIC BREWER	12/14 V BOYS BB		84.00
0000041801	12/07/2023	ETHAN YOUNG	LIVE STREAM 6-VARSITY FB GAMES		300.00
0000041745	12/01/2023	FLINN SCIENTIFIC INC.	T.WHIPKEY CAMPHOR B/O		18.98
0000041865	12/14/2023	FOLLETT CONTENT SOLUTIONS	ROPERTI FALL 23 BK ORDER		1,428.81
0000041746	12/01/2023	FOUNDATION BUILDING MATERIALS	USG RADAR ILLUSION	LATE FEE	836.36
0000041802	12/07/2023	FREEDOM AREA SCHOOL DISTRICT	LEGO EV3 CORE KIT GIFTED DEPT		100.00

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041885	12/14/2023	OVERDRIVE INC	INSIDE OUT eBooks 176 TOTAL		526.24
0000041757	12/01/2023	PA TURNPIKE TOLL BY PLATE	10/26-28 X CTRY/CHORUS FLD TRIP		50.80
0000041933	12/21/2023	PA TURNPIKE TOLL BY PLATE	10/30 SCHOOL FLD TRIP		8.50
0000041758	12/01/2023	PA VIRTUAL CHARTER SCHOOL	NOV 5-REG		5,468.40
0000041934	12/21/2023	PA VIRTUAL CHARTER SCHOOL	DEC 5-REG		5,468.40
0000041826	12/07/2023	PAMLE	JONES CONF REGIST FEE 2/24-26	BRUCK CONF REGIST FEE 2/24-26	1,195.00
0000041935	12/21/2023	PATRICIA CONKLE	12/15 MS DANCE 3 HRS x \$11/hr		33.00
0000041759	12/01/2023	PEOPLES GAS	OCT HS	OCT TL	5,118.73
0000041936	12/21/2023	PESTCO PROFESSIONAL SERVICES LLC	AIR FRESHENERS		471.12
0000041827	12/07/2023	PETE GEROVAC	STICKS 5-JV FB GAMES		125.00
0000041886	12/14/2023	PETROLEUM TRADERS CORPORATION	7547 GAL DIESEL - ABC		20,904.63
0000041760	12/01/2023	PMEA DISTRICT 5 TREASURER	HONORS BAND 12/7-9		375.00
0000041937	12/21/2023	PMEA DISTRICT 5 TREASURER	DISTRICT BAND 1/11-13	DISTRICT CHORUS 1/24-26	1,420.00
0000041887	12/14/2023	PMF TRAILER RENTAL LLC	DEC FEE		100.00
0000041888	12/14/2023	PREVENTION NETWORK	NOV CLASS ACAD DP/EB		5,634.00
0000041828	12/07/2023	PROVIDENT CHARTER SCHOOL WEST	DEC 1-REG (NEW EFF DEC 2023)		1,093.68
0000041761	12/01/2023	PSADA	CONF REGIST SAM CERCONE		300.00
0000041889	12/14/2023	PURCHASE POWER	9/11-12/10 METER.11/7 REFILL		2,126.00
0000041762	12/01/2023	QUESTEQ	DEC ETM		23,196.50
0000041763	12/01/2023	REACH CYBER CHARTER SCHOOL	NOV 2-REG/1-SE		4,315.07
0000041890	12/14/2023	RICH TURIAN	HS BATHROOM PARTITION	MS BATHROOM PARTITION	2,845.00

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041829	12/07/2023	RICHARD LOCAITIS	11/28 V BOYS BB		84.00
0000041764	12/01/2023	RIDDELL ALL AMERICAN SPORTS	WEEKLY LAUNDRY FB UNIFORMS		5,570.85
0000041891	12/14/2023	RIDDELL ALL AMERICAN SPORTS	RECONDITION HS FB EQUIP	RECONDITION FB HELMETS HS/MS	19,333.61
0000041938	12/21/2023	ROBERT BUDACKI	12/11 JV GIRLS BB		60.00
0000041939	12/21/2023	ROSEMARIE MOSKAL	12/8.12.14.15 MS SUB MARTINI	12/01 MS SUB MARTINI	315.00
0000041830	12/07/2023	ROXANNE DELON	REIMB MEALS GIRLS TENNIS DBLS		262.88
0000041831	12/07/2023	RYAN MARCHIONE	11/28 V BOYS BB	11/28 MS GIRLS BB	156.00
0000041940	12/21/2023	RYAN MARCHIONE	12/13 V GIRLS BB		84.00
0000041941	12/21/2023	SAM CERCONE	TRAVEL AD MTGS NOV-DEC		61.76
0000041832	12/07/2023	SAMANTHA LASH	SUMMER BAND INSTRUCTOR B		100.00
0000041833	12/07/2023	SANDRA FERRINGER	11/28 MS GIRLS BB		72.00
0000041892	12/14/2023	SANDRA FERRINGER	12/06 MS BOYS BB	12/05 JV GIRLS BB	132.00
0000041942	12/21/2023	SANTINO COOK	12/16 SAT DETENTION 3.5 HRS	12/02 SAT DETENTION 3.5 HRS	173.00
0000041943	12/21/2023	SCOTT CATALANO	12/16 JV GIRLS BB		60.00
0000041765	12/01/2023	SCOTT ELECTRIC	F32T8 BULBS	LEF 2FT 10V	190.49
0000041944	12/21/2023	SCOTT ELECTRIC	LEV 15A CORD PLUG 125V		75.15
0000041834	12/07/2023	SEAN RENDAR	LIVE STREAM 6-VARSITY FB GAMES		450.00
0000041835	12/07/2023	SECURITY SYSTEMS OF AMERICA	DEC ALARMS		124.65
0000041893	12/14/2023	SGI TEAM SPORTS / GPSA	FB CUSTOM WHITE-BLUE SHIRT/PANTS	LYONS FB BID CREWS/HOOD TEES	31,914.40
0000041945	12/21/2023	SHAWN MCCREARY	REIMB HOZAKS 2-XMAS TREES		170.00
0000041766	12/01/2023	SMILEY'S WHOLESALE TIRE COMPANY	NEW TIRES GROUNDS TRUCK		672.00
0000041836	12/07/2023	SOUTH SIDE CHOIR	BC CHORUS FEST 6-STUDENTS		210.00

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000041842	12/07/2023	VICTORIA PETRELLA	ASST BAND DIRECTOR (1 OF 2)	FB PLAYOFFS (1 OF 2)	1,292.30
0000041774	12/01/2023	VISION BENEFITS OF AMERICA	DEC VISION		2,390.25
0000041775	12/01/2023	WASHINGTON EAP SERVICES	NOV EAP		585.00
0000041900	12/14/2023	WASHINGTON EAP SERVICES	DEC EAP		585.00
0000041843	12/07/2023	WASTE MANAGEMENT	DEC CG	DEC HS	6,432.01
0000041901	12/14/2023	WATSON INSTITUTE	NOV SPEECH/ED CB		490.00
0000041902	12/14/2023	WAYNESBORO SCHOOL DISTRICT	7/3-7/27 SR ABRAXAS 17-DAYS		2,785.96
0000041776	12/01/2023	WENDY LEWIS	REIMB BAND MUSIC JW PEPPER	REIMB BAND TOOLBOX AMZ	102.66
0000041949	12/21/2023	WENDY LEWIS	TRAVEL DIST 5 HONORS BAND SRU		330.65
0000041950	12/21/2023	WEST ALLEGHENY ATHLETIC DEPT	XMAS INVIT DIVE 12/27-SWIM 12/28		125.00
0000041844	12/07/2023	WESTERN PA SCHOOL FOR BLIND CHILDREN	OCT SVCS		4,200.00
0000041777	12/01/2023	WESTERN PA SCHOOL FOR THE DEAF	NOV INTERPRET DM FORBES CTC		1,192.60
0000041951	12/21/2023	WESTERN PA SCHOOL FOR THE DEAF	DEC INTERPRET DM FORBES CTC		1,192.60
0000041952	12/21/2023	WEX BANK	11/16-12/12 GAS SHELL		830.60
0000041845	12/07/2023	YOUNG SCHOLARS OF WESTERN PA CHARTER SCHOOL	NOV 1-REG		1,093.68

\* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

# - Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

**FUND ACCOUNTING PAYMENT SUMMARY**

Bank Account: MA - MAX    Payment Dates: 12/01/2023 - 12/31/2023

Payment Categories: Regular Checks  
Sort: Vendor Name

10 - GENERAL FUND	1,755,172.99
Grand Total All Funds	1,755,172.99
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	1,755,172.99
Grand Total All Payments	1,755,172.99



**Central Valley School District**  
**2021 Bond Construction Account**  
**31-Dec-23**

**ATTACHMENT E**

12/12/2023	159	472.00	Plymouth Interiors	Mini Blinds
12/12/2023	160	285.93	CT Water	Eng Services

757.93



ACT 32 Earned Income Tax Monthly Report  
Central Valley SD - 00 04 190 000  
Month/Year: November, 2023

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

ATTACHMENT F

**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	252,019.03
Resident EIT from other TCDs	88,324.22
Non-Resident EIT for Political Subdivisions within TCD	0.00
Delinquent Earned Income Taxes Collected	<u>8,794.55</u>
<b>Total Collections</b>	<b>349,137.80</b>
<b>Receipts:</b>	
Investment Income	126.30
Cost Collected by Tax Officer	<u>786.28</u>
<b>Total Receipts</b>	<b>912.58</b>
<b>Total Collections and Receipts</b>	<b><u>350,050.38</u></b>
<u><b>Distributions and Disbursements:</b></u>	
<b>Distributions:</b>	
Distributions to PSD	<u>343,181.08</u>
<b>Total Distributions</b>	<b>343,181.08</b>
<b>Disbursements:</b>	
Taxpayer Refunds	695.06
Tax Officer Commissions on Collections	5,264.55
Court Fees Reimbursed to Tax Officer	-64.62
Investment Income Retained by Tax Officer	126.30
Postage Fees	61.73
Cost Retained by Tax Officer	<u>786.28</u>
<b>Total Disbursements</b>	<b>6,869.30</b>
<b>Total Distributions and Disbursements</b>	<b><u>350,050.38</u></b>



**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	18,131.59
Resident EIT from other TCDs	205,521.53
Non-Resident EIT for Political Subdivisions within TCD	0.00
Delinquent Earned Income Taxes Collected	<u>4,942.36</u>
<b>Total Collections</b>	<b>228,595.48</b>
<b>Receipts:</b>	
Investment Income	1,235.11
Cost Collected by Tax Officer	<u>648.32</u>
<b>Total Receipts</b>	<b>1,883.43</b>
<b>Total Collections and Receipts</b>	<b><u>230,478.91</u></b>
<b><u>Distributions and Disbursements:</u></b>	
<b>Distributions:</b>	
Distributions to PSD	<u>225,031.61</u>
<b>Total Distributions</b>	<b>225,031.61</b>
<b>Disbursements:</b>	
Taxpayer Refunds	0.00
Tax Officer Commissions on Collections	3,466.62
Investment Income Retained by Tax Officer	1,235.11
Postage Fees	97.25
Cost Retained by Tax Officer	<u>648.32</u>
<b>Total Disbursements</b>	<b>5,447.30</b>
<b>Total Distributions and Disbursements</b>	<b><u>230,478.91</u></b>

A RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS  
OF THE 2024-03

**AUTHORIZING THE PARTICIPATION IN AND APPOINTMENT OF  
REPRESENTATIVES TO THE ALLEGHENY INTERMEDIATE UNIT JOINT  
PURCHASING PROGRAM FOR THE 2024-2025 SCHOOL YEAR**

WHEREAS, savings in the cost of preparing specifications and advertising for bids for school materials, supplies, equipment and services, as well as bulk price advantages, may be obtained through joint purchasing arrangements entered into by a number of school entities in the same area; and an agreement entitled "Joint Purchasing Agreement," in a form prepared by the Allegheny Intermediate Unit and as presented at this meeting, would afford the \_\_\_\_\_ (hereinafter "District/School") an opportunity, if a Participant therein, to enjoy these possible joint purchasing benefits, without being required to participate in any bidding thereunder.

THEREFORE, in order to obtain the potential advantages of joint purchasing of school materials, supplies, equipment and services,

BE IT RESOLVED that the Board of School Directors of this District/School hereby approves said Joint Purchasing Agreement and authorizes its participation in the Allegheny Intermediate Unit Joint Purchasing Program; directs that a copy thereof be filed with the minutes of this meeting as part of this Resolution; directs its Secretary to certify to the Executive Director of the Allegheny Intermediate Unit the adoption of this Resolution and the appointment of primary and alternate representatives to the Joint Purchasing Program; and directs its proper officers to execute said Agreement on behalf of this District/School.

**CERTIFICATION OF ADOPTION OF RESOLUTION AND OF APPOINTEES**

I, the undersigned, \_\_\_\_\_, Secretary of District/School, certify that the foregoing is a true copy of resolution adopted by said Board at a duly advertised public meeting thereof duly held on \_\_\_\_\_, that the vote thereon was \_\_\_ in favor and \_\_\_ members against said resolution, and that a record showing each member's vote thereon is set forth in the minutes.

I further certify that said Board of School Directors designates the following representatives to the Joint Purchasing Program referred to in said Resolution (conditioned upon said Agreement becoming effective):

**Primary Representative**

Name: Joan Wehnee  
Title: Business Manager  
E-mail: JWehnee@Centralvalley.sd.net

**Alternate Representative**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
E-mail: \_\_\_\_\_

IN WITNESS THEREOF, I have hereunto set my hand and the seal of said District/School this \_\_\_ day of \_\_\_\_\_, 2023.

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

**MEMORANDUM OF UNDERSTANDING  
REUNIFICATION PARTNERSHIP**

**ATTACHMENT I**

This Memorandum of Understanding made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the Community College of Beaver County (hereinafter “College” or “CCBC”)

A  
N  
D

the Central Valley School District (hereinafter “School District”), recites and adopts as follows:

1. Purpose

The Purpose of this Memorandum of Understanding between the parties hereto is to establish a written Reunification Partnership. This Partnership is being approved to affirm a plan to be implemented and followed in the event of a hazardous or traumatic event that requires the evacuation of building or buildings of the School District. The Memorandum includes provisions governing the processes, procedures and other steps that will be observed in the event it is needed.

The School District has partnered with the Community College of Beaver County to utilize the CCBC Dome and upper parking lot if the need arises to evacuate one or more School District buildings. In the event that students and others need to be transported by the School District to the CCBC Dome, the Protocols set forth herein shall be followed.

2. Communication

Notice of this Memorandum and Protocols set forth herein shall be provided by the School District in a letter transmitted to the students' parents (and via the School District website).

3. Transportation

Transportation to the Dome shall be the responsibility of the School District in school buses from the School District. The Center Township Police Department will assist buses getting to the CCBC Dome entrance. The Center Township Fire Department will assist in parent traffic flow arriving at the Dome. CCBC Personnel will put up parking lot signage, line stanchions, interior signs and check-in tables with chairs.

4. Pick-Up Procedures

Parents will park in the upper parking lot. Parents will form four (4) lines outside of the CCBC Dome entrance. Police will assist in allowing eight (8) parents at a time to enter Dome entrance doors. Four (4) check-in tables will be set up inside CCBC Dome lobby area, identified with Last Name letters A-F, G-L, M-R and S-Z. Parents will provide identification and sign for their child and await on right side of lobby to be reunited with child. Parent and child will exit CCBC Dome to return to parking lot and head home.

5. Staff Procedures

Staff will be transported from affected building to CCBC Dome. Staff and students will sit in assigned areas by grade level and/or homeroom, as per individual School District decision. Staff will take role and notify check-in table of any absent students. Staff will sit with students until parent/guardian arrives to be reunited. Additional staff will be runners taking students to check-in table.

6. Process

Check-in table will have binders with homeroom/student information. Teachers will send attendance sheet to check-in desk (present/missing/absent) (Keep one (1) for self and turn in one (1)). Parents will enter CCBC Dome orderly. Give their name, student name,

homeroom, and ID at check-in table. Check-in staff will send (non-homeroom) teacher to retrieve student around the gym floor and escort to front table. Radios will be used. Need to account for who is absent that day, missing from the Dome, and call and account for those students. (Grab attendance sheet.) Floaters assist with covering any injured staff, help nurses to attend to students in need of first aid, etc.

7. Practice Drill/Activity

Teachers will report to gym and sit in assigned area. Teachers will account for present and missing students and send to check-in table (paper rosters or attendance sheet). Check-in table workers will report to desk outside gym. Runners will be stationed to the side of check-in table. Admin will give student and homeroom name to secretaries. Secretary will relay to runner, runner will notify homeroom teacher and escort student to parent (homeroom teacher and secretary will update attendance).

8. Each District's Responsibility

a. District Memorandums of Understanding with CCBC;. b. District binders for District Student Emergency Contact; put your building in alphabetic order by A-F, G-L-M-R and S-Z; c. Payment toward shared supplies, stored at CCBC;. d. Reunification Parent Letter (communication); e. Pre-determine student seating layout in the dome (by grade, homeroom, etc.).

9. CCBC Responsibility

a. Back entrance opened for bus to drop off students and staff to enter from Poplar Avenue; b. WiFi passwords (possible printing capabilities); Set up Reunification Area (parking lot signage, stanchions, tables, table signage, pull out bleachers, curtain lowered, access to offices; c. Access to the library building for families who need to wait longer for students to arrive (on a later bus); d. Provide security personnel to assist with crowd management; e. Provide clerical personnel to assist with check-in; f. Restock the restrooms, as needed.

**ATTACHMENTS**

Included in this Memorandum of Understanding are the following attachments:

- A. CCBC Map – Main Campus
- B. CCBC Map 2
- C. Dome Map
- D. Dome Map – Upper Level
- E. Building Example: CCBC Dome Layout
- F. Dome Map
- G. Supplies
- H. Sample Emergency Contact Card

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the date first written above.

**ATTEST:**

Community College of Beaver County

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Dr. Roger Davis, CCBC President

**ATTEST:**

\_\_\_\_\_  
Witness

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

# Reunification: CCBC Map



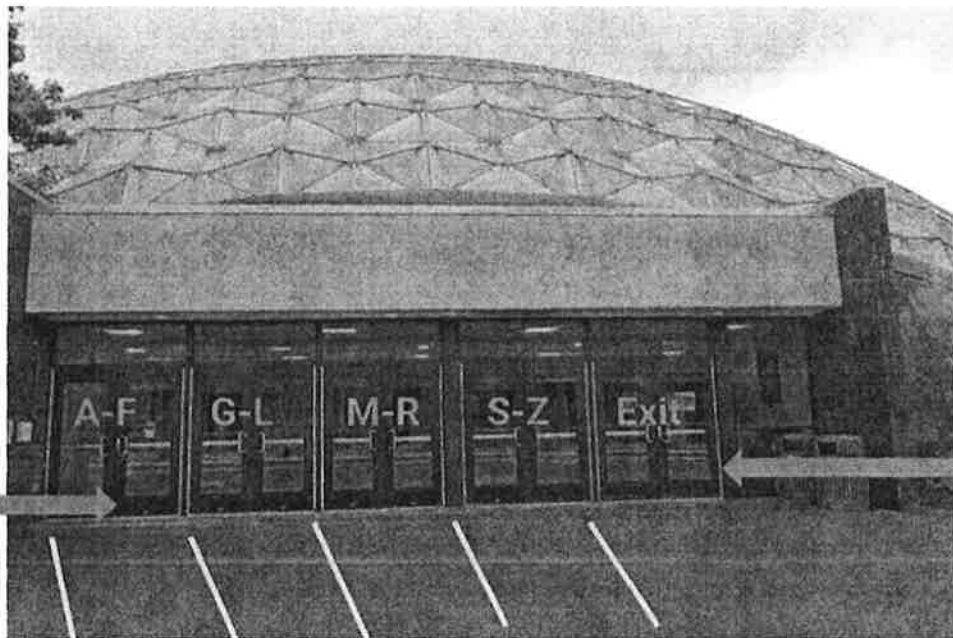
Main Campus Map

# Reunification: CCBC Map

Parent/Guardian Lines  
Form

Entrance for  
Reunification

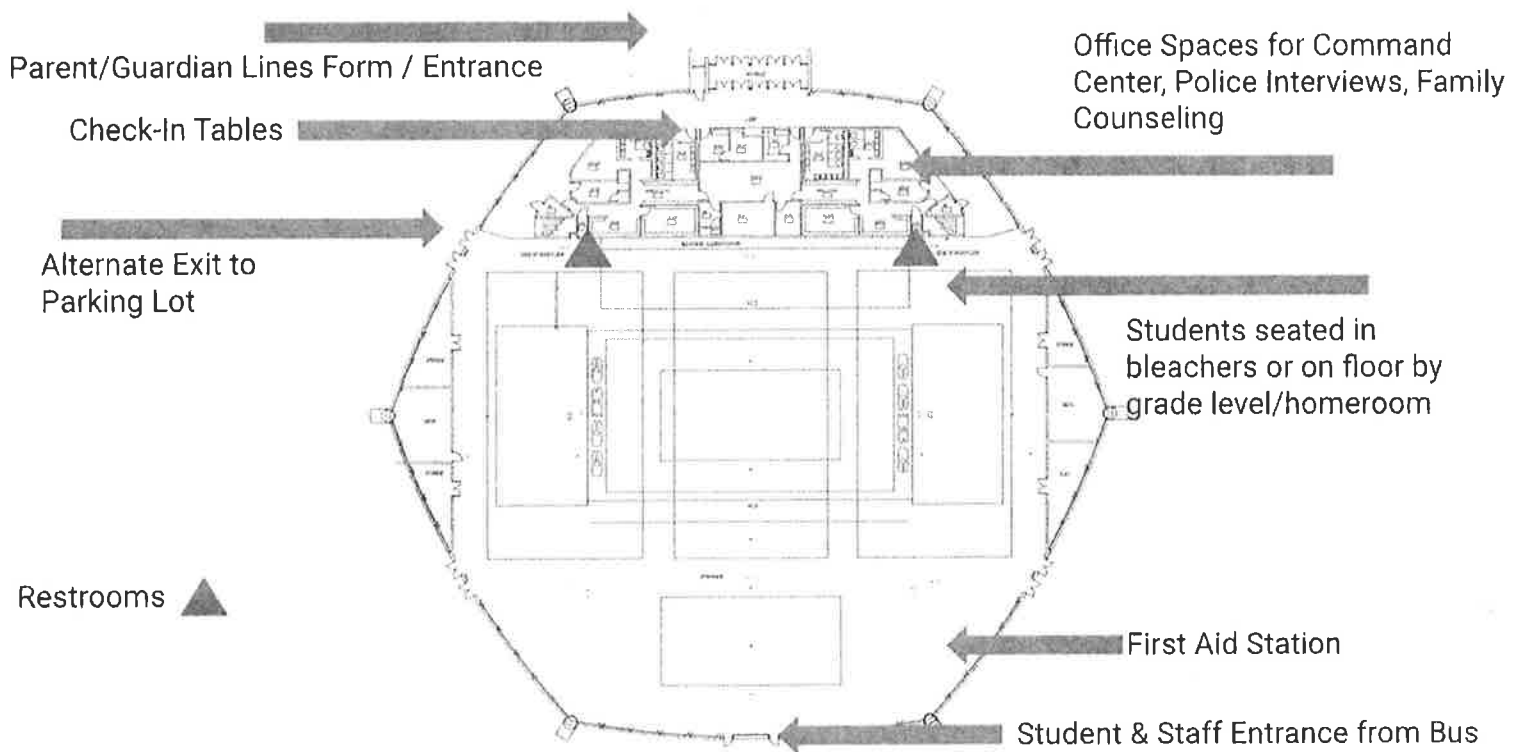
Check-In tables are  
alphabetical inside



Parent &  
Student Exit

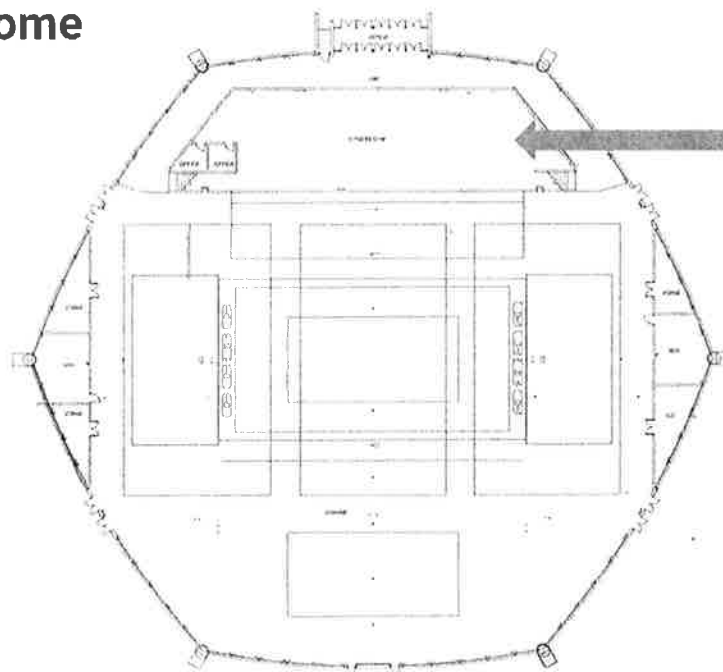


# Reunification: Dome Map



# Reunification: Dome Map

## Upper Level of Dome



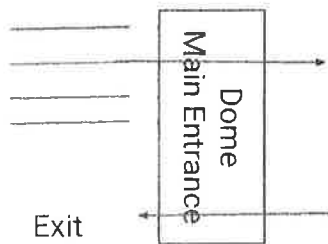
Exercise Equipment  
(like a loft area;  
Private Area if needed)

The rest is open to  
the main level

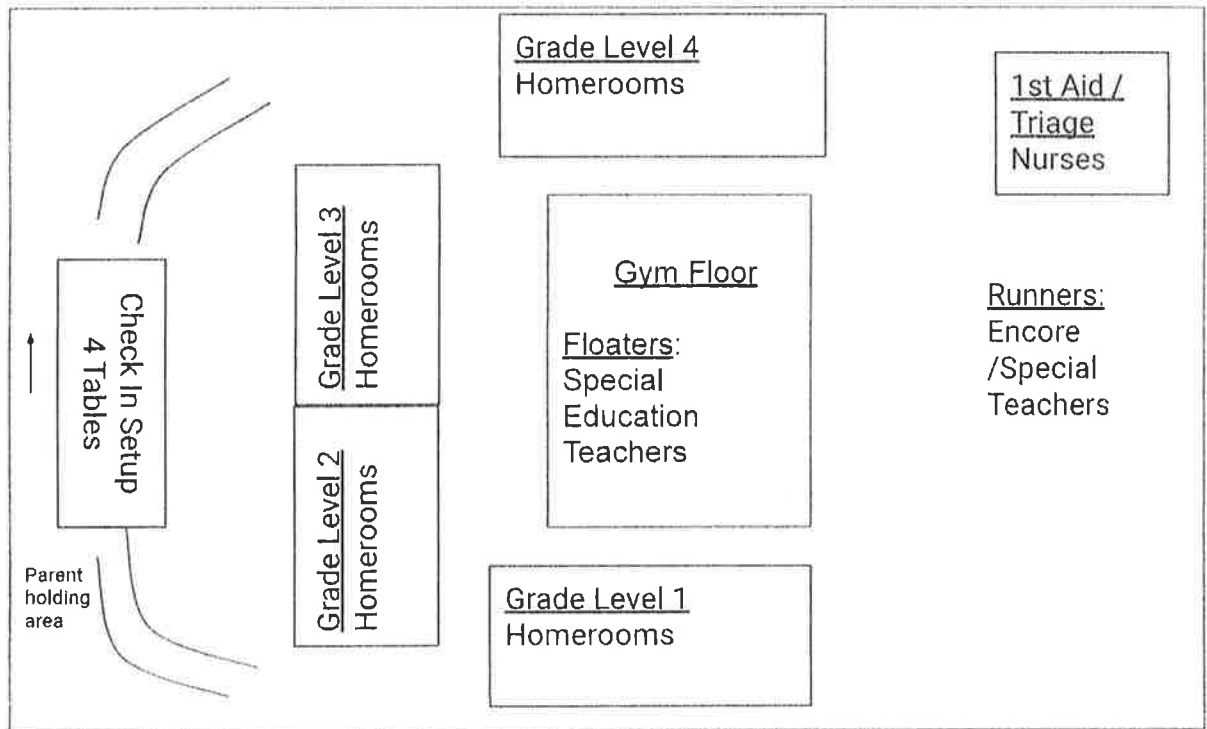
# Reunification

Building Example: CCBC Dome Layout

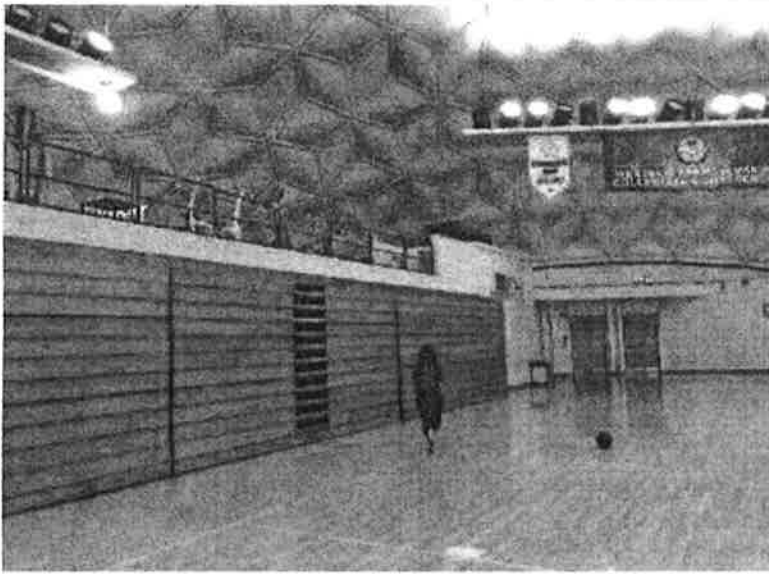
Check In Desk:  
Business Office  
Secretaries, Building  
Secretaries



Principal will be  
assisting  
Incident  
Command  
Center



# Reunification: Dome Map



# Reunification: Supplies, on-hand

- Reunification cards, List of Absentee or students unaccounted for (2 copies?)
- Pens, Tape, Stapler, Staples
- Signs - Last name letters, student seating, parent line-up, communications/command, first aid
- Vests (Runners & Parking Lot attendees)
- Clipboards
- Safety Cones (large for grade level signs in the Dome)
- First Aid Supplies
- File for reunified students' contact sheets



# Reunification: Sample Emergency Contact Card

{{first_name}} {{last_name}} Homeroom Teacher: {{home_room}} {{grade_level}}		
<b>Student Information</b>		
{{first_name}} {{middle_name}} {{last_name}}      {{street}} DOB: {{dob}}      {{city}} {{state}} {{zip}} Gender: {{gender}}      {{students.Home_Phone}}		
<b>Contact Information</b>		
{{students.Father}}      {{students.Mother}} DOB: {{Father_Dob}}      DOB: {{Mother_Dob}} Home: {{Father_Home_Phone}}      Home: {{Mother_Home_Phone}} Daytime: {{Fatherdayphone}}      Daytime: {{Motherdayphone}} Employer: {{Father_Employer}}      Employer: {{Mother_Employer}} Email: {{students.Guardianemail}}		
<b>Custody</b>		
Second Parent: {{Second_Parent}} Second Parent Phone: {{Second_Parent_Phone}} Second Parent Address: {{Second_Parent_Address}} Second Parent Notes: {{Second_Parent_Notes}} Guardianship: {{guardianship}} Guardianship Relationship: {{Guardian_Relationship_Code}}      Guardian Phone: {{Guardiandayphone}}		
<b>Emergency Contacts</b>		
Emergency Contact 1 {{students.Emerg_Contact_1}} {{Emerg_1_Rel}} {{students.Emerg_Phone_1}}	Emergency Contact 2 {{students.Emerg_Contact_2}} {{Emerg_2_Rel}} {{students.Emerg_Phone_2}}	Emergency Contact 3 {{Emerg_Contact_3}} {{Emerg_3_Rel}} {{Emerg_3_Phone}}
<b>Health &amp; Student Services</b>		
Allergy: {{Allergies}} Medical Alert: {{students.Alert_Medical}} Medical Considerations: {{Medical_Considerations}} 501: {{Ia_504}} {{Ia_504_Yn}} Special Education: {{Is_Sped}} {{Is_Sped_Student_Yn}} {{Special_Education_Tep_Code}} Alert Other: {{students.Alert_Other}}		

Parent / Guardian Signature @ bottom

**AGREEMENT FOR SCHOOL-BASED PEER SUPPORT GROUP FOR GRIEVING CHILDREN AND ADOLESCENTS**

This Agreement for School-Based Peer Support Group for Grieving Children and Adolescents is entered into by and between Caring Foundation (“Foundation”) and \_\_Central Valley School District\_\_ (“School”) as of the last date of signing by a party (“Effective Date”) and will terminate twenty-four (24) months from the Effective Date, unless otherwise extended or terminated earlier in accordance with the terms of this Agreement.

**BACKGROUND**

- A. The Foundation is a nonprofit corporation that makes available, at no cost to the community, certain grief support services for grieving children, teens and their families through the program known as “Highmark Caring Place, A Center for Grieving Children, Adolescents and Their Families” (the “Program”).
- B. There are currently four (4) Highmark Caring Place locations in Pennsylvania (“Highmark Caring Places”).
- C. Foundation and School wish to provide the Program for children and teens at a school location during or after the school day, as is more fully described below.
- D. Foundation has agreed to assist School in providing the Program in accordance with the terms and conditions set forth in this Agreement and any subsequent amendments.

**WHEREAS**, Foundation and School wish to provide the Program, including certain support services, pursuant to this Agreement and in accordance with the terms and conditions set forth herein;

**NOW, THEREFORE**, in consideration of the mutual promises, conditions and covenants set forth herein, Foundation and School, each intending to be legally bound, agree as follows:

**1. Purpose and Scope**

The Program is designed to provide a safe environment for children and teens enrolled as students of the School (collectively, “Students”) to be with peers who are also grieving, and allow them to express their feelings related to the death and to share memories of the person who died. Through this process it is hoped that the Students will learn they are not alone; become familiar with peers who understand what they are going through so they can go to them for support, if needed; and learn healthy coping mechanisms. School(s) will be trained in the Caring Place model of peer group support; however, neither the Foundation nor the Caring Place will be responsible for any future performance or use of the model or any changes to the model when applied in future groups.

**2. Program Requirements**

2.1 School agrees to support and provide the facilities, services and School staff necessary to make the Program successful. School will provide to Foundation all policies with which

Foundation must comply with regard to the Program and while on School property. The School policies are attached hereto as Exhibit A (“School Policies”).

2.2 Foundation agrees to support and provide the Services and Caring Place staff necessary to make the Program successful. Foundation will provide to School all Program guidelines and requirements with which the School must comply with regard to the Program. The Program guidelines and requirements are attached hereto as Exhibit B (“Caring Place Guidelines for School-Based Peer Support Groups”).

### **3. School Services**

School hereby agrees that it will provide the services, including facilities and personnel, described in Exhibit C (“Statement of Work - Services”), attached hereto and made part hereof (collectively, “Services”). Exhibit C may be amended from time to time, as agreed to by the parties. School agrees that it will provide such Services solely in the manner approved by Foundation. School shall provide, prior to the effective date of this Agreement, documentation to Foundation, which shall be satisfactory to Foundation in its discretion, of School’s authorization to perform the Services. Without limiting the foregoing, any required documentation is listed in Exhibit B.

### **4. Key Personnel**

4.1 School and its employees shall perform the Services hereunder or, if permitted by Foundation in writing, shall use other qualified individuals to perform all or part of School’s obligations. To the extent that School engages other individuals to perform any or all of its obligations, all such individuals, including but not limited to, employees, subcontractors or agents (“Key Personnel”) shall be properly qualified and appropriate to deliver the Services. Upon request, School shall provide to Foundation any documentation with respect to any such Key Personnel prior to such Key Personnel performing any Services.

4.2 The Foundation requires that there be at least one Co-Facilitator who will be considered the primary Key Personnel required for the Program. The School may choose to have additional Co-Facilitators and substitute School Co-Facilitator who will work with Caring Place staff. The responsibilities of the School Co-Facilitator(s) are set forth in Exhibit B.

4.3 All Key Personnel shall be reasonably acceptable to Foundation. If Foundation, in its good faith judgment, is dissatisfied with the performance of any Key Personnel, School shall substitute another qualified individual to take the place of such Key Personnel, which qualified individual shall then become a Key Personnel for all purposes hereunder.

4.4 School shall require the School staff Co- Facilitator(s) to meet with Caring Place staff to discuss the school-based model prior to facilitation of the group.

4.5 Subject to the foregoing, Key Personnel shall at all times remain under the full, sole and final authority of School with respect to their hiring, compensation, evaluation, scheduling, supervision, discipline, reassignment and discharge. In addition, all Key Personnel shall be under the sole control and direction of School and School shall be solely responsible for all liabilities and expenses associated therewith.



## **5. Caring Place Staff**

Foundation shall furnish School with the following documentation for all Caring Place staff who participate in the Program at the School:

- a) Current copies of Child Abuse Clearances and Criminal History Background checks required of volunteers having contact with children in accordance with Section 6344.2 of the Child Protective Services Law, 23 Pa.C.S. Section 6344.2; and
- b) Current copy of tuberculosis test results in accordance with Section 1418 of the Public School Code, 24 Pa.C.S. Section 14-1418(b).

## **6. Fees and Expenses**

Neither party shall pay or be paid for use of the facilities, Services or supplies provided by a party. Notwithstanding the foregoing and to the extent reasonable, Foundation will provide necessary materials and snacks for the Program.

## **7. Independent School Status**

7.1 School acknowledges and agrees that it is not an employee, partner or joint venturer of Foundation and that the Foundation is providing services on a volunteer basis. Neither School nor Foundation shall represent, either directly or indirectly, that School is an employee, agent or legal representative of Foundation, and School shall have no power or authority to bind Foundation, or to act for or on behalf of Foundation. The Services shall be provided under the sole control and direction of School. School shall be responsible for all economic and noneconomic risks incurred in the operation of School's business.

7.2 School agrees that neither it nor its Key Personnel are entitled to unemployment benefits from Foundation in the event this Agreement terminates, or workers' compensation benefits from Foundation in the event that School (or any Key Personnel) is injured in any manner as a result of providing, or in connection with providing, the Services. School is solely responsible for estimating, withholding, paying and reporting any and all employment-related local, state or federal taxes for School and the Key Personnel, as applicable. Foundation shall not withhold any taxes or prepare W-2 forms for or on behalf of School or its Key Personnel, if any.

## **8. No Employee Benefits**

School acknowledges and agrees that neither it nor anyone acting on its behalf will receive any employee benefits of any kind from Foundation, whether or not such benefits are subject to ERISA. In addition, School, on behalf of itself and its Key Personnel, if and to the full extent permitted by law, waives any and all rights, if any, to any employee benefits offered by Foundation to any of its employees.

## **9. Insurance**

9.1 School shall obtain, at its own expense, all necessary insurance coverage, with appropriate endorsements, including, without limitation, the following:

- a) Commercial General Liability Insurance, including, without limitation, contractual liability and personal injury liability, with a combined bodily injury and property damage limit of not less than \$1,000,000 for each occurrence. If any Key Personnel are not covered under the Professional or Errors and Omissions Liability Insurance

(described below), the Commercial General Liability Insurance must include liability related to the Services performed by such Key Personnel.

- b) Workers' Compensation Insurance, if applicable, as required by law.
- c) With respect to the Key Personnel, unless otherwise covered under the Commercial General Liability Insurance (described above), Professional or Errors and Omissions Liability Insurance, with liability limits of not less than \$1,000,000 per claim, or such higher amount if required by law; or, in the alternative, evidence, which shall be satisfactory to Foundation in its discretion, that School's agents, consultants or independent contractors maintain in effect such insurance coverage.
- d) Any other insurance reasonably required by Foundation.

In the alternative, School may provide written documentation, acceptable to Foundation, describing a structured self-insurance program, which must be approved by Foundation prior to the commencement of the Services hereunder.

9.2 School shall name Foundation, and its affiliates, subsidiaries, directors, officers, employees and agents, as additional insureds to the Commercial General Liability Insurance policy and Professional or Errors and Omissions Liability Insurance policy. Upon request, School shall provide Foundation with proof of compliance, which shall be satisfactory to Foundation in its discretion, with the insurance coverage requirements prior to the effective date of this Agreement, and from time to time thereafter upon Foundation's request therefor. School shall provide Foundation with at least thirty (30) days' prior written notice of any cancellation, nonrenewal, or significant change in coverage or policy. If any such policy is on a "claims made" basis, upon termination of this Agreement, School shall either purchase adequate "tail" coverage to cover all of its activities under this Agreement, or maintain such coverage for a period of not less than three (3) years after the termination of this Agreement. By specifying minimum coverage requirements herein, Foundation does not waive its right to recover amounts in excess of such amounts in the event of a claim resulting from or arising out of School's Services provided under this Agreement.

## **10. Confidentiality**

10.1 School hereby acknowledges that during the performance of the Services hereunder, School may obtain information which is highly confidential or proprietary, concerns the business or affairs of Foundation or its affiliates, and is not generally available to the public, including, without limitation, employee, customer, subscriber or provider data; medical information; trade secrets; ; business plans; methods and procedures of operation; the Program Materials (as defined in Exhibit B); and similar proprietary information. School shall: (i) treat, and obligate its Key Personnel to treat, as confidential all such information, whether or not identified as confidential; (ii) use such information only in connection with the Services to be provided under this Agreement and for no other purpose; and (iii) not disclose or distribute any such information or make available any reports, recommendations, or work product which is produced for Foundation to any person or entity, or use it in any manner whatsoever.

10.2 School's duties and Foundation's rights under this Section shall survive the expiration or termination of this Agreement for any reason whatsoever. School agrees that every document or other material provided by Foundation or produced for Foundation in connection with the Services hereunder, including, without limitation, all copies thereof and all documents, and program materials used by any Key Personnel who no longer deliver Services hereunder, will remain the exclusive property of Foundation and will be provided to Foundation promptly at the conclusion of the Services or expiration or termination of this Agreement for any reason whatsoever, or disposed of in a manner required by Foundation upon written direction from a duly authorized Foundation representative. This provision applies to any material, regardless of media, and applies to working or draft materials, in addition to final products.

10.3 Notwithstanding the foregoing, School may keep and continue to use the Activity Manual and Resource Manual (collectively, "Manuals") provided by Foundation. However, Foundation will not provide any revisions or updates for the Manuals and will not be responsible for any use by School of the Manuals. After expiration or termination of this Agreement, School will not use the Foundation or Caring Place name or assert or advertise that it is using the Caring Place model of peer group support. Notwithstanding the foregoing, School may continue to use the Caring Place model or apply it in developing the School's own model.

10.4 The parties hereto hereby acknowledge and confirm that the breach of any of the provisions of this Section will result in irreparable harm to Foundation which may not be adequately remedied by money damages. In addition to any other rights or remedies that may be available at law or otherwise, the provisions of this Section may be enforced by temporary or permanent injunctive relief, without any showing of irreparable harm or posting of any bond.

### **11. Compliance with Laws**

The parties intend that all activities under this Agreement be in compliance with all applicable laws and regulations. If any new law or regulation, or any interpretation of any existing law or regulation by any governmental authority, renders any activity hereunder illegal, unenforceable or noncompliant, then, notwithstanding any provision in this Agreement requiring mutual consent for amendments, Foundation may amend this Agreement to achieve compliance with such new law in accordance with this Section. Foundation shall notify School in writing at least thirty (30) days before the effective date of any such amendment. If Foundation does not receive a written objection to the proposed amendment before the effective date stated in the notice, School shall be deemed to have accepted the amendment.

### **12. Nondiscrimination**

School, in providing the Services, shall not discriminate against any employee or applicant for employment on the basis of the individual's race, gender, religion, ethnicity, national origin, color, age, disability, military status, or other protected status.

### **13. Conflicts of Interest**

School acknowledges that it has the responsibility of avoiding potential conflicts of interest and situations which may afford the appearance of impropriety. School represents that there is no conflict between its obligations under this Agreement and the terms of any other contract, agreement or relationship to which it is subject. School agrees not to enter into a conflicting

contract, agreement or relationship during the term of this Agreement and to bring to the attention of Foundation at the earliest possible time any possible conflict of interest.

#### **14. Publicity and Use of Name**

14.1 Foundation shall have the right to publicize, in its marketing communications and educational materials (collectively, "Marketing Materials"), the Services to be provided to Students hereunder, including, without limitation, the use of School's name and logo, if any. Foundation agrees to provide to School, for School's review prior to use, any Foundation Marketing Materials. If School objects to Foundation's Marketing Materials for any reason, School shall notify Foundation within five (5) business days of School's receipt of same. Notwithstanding the foregoing, Foundation shall not use in any manner any name, service mark or logo owned or used by School, or any affiliate or successor of School, without the prior written consent of School, or such affiliate or successor.

14.2 School shall have the right to publicize in its Marketing Materials the Services it will be providing to Students and Foundation's involvement. School agrees to provide to Foundation, for Foundation's review prior to use, any School Marketing Materials including, but not limited to, any and all communications to parents, guardians, teachers, or other school staff. If Foundation objects to School's Marketing Materials for any reason, Foundation shall notify School within five (5) business days of Foundation's receipt of same. Notwithstanding the foregoing, School shall not use in any manner any name, service mark or logo owned or used by Foundation, or any affiliate or successor of Foundation, without the prior written consent of Foundation, or such affiliate or successor.

#### **15. Indemnification**

15.1 School shall indemnify, defend and hold harmless Foundation, and its officers, directors, employees, agents, affiliates, successors and assigns, against any loss, judgment, damage, liability, claim, penalty, amount paid in settlement, cost and expense (including, without limitation, reasonable attorneys' fees and expenses) incurred by Foundation or any of the foregoing that results from or arises in any manner out of this Agreement and the obligations of School hereunder. This Section shall survive the expiration or termination of this Agreement for any reason whatsoever.

15.2 Foundation shall indemnify, defend and hold harmless School, and its officers, directors, employees, agents, affiliates, successors and assigns, against any loss, judgment, damage, liability, claim, penalty, amount paid in settlement, cost and expense (including, without limitation, reasonable attorneys' fees and expenses) incurred by School or any of the foregoing that results from or arises in any manner out of this Agreement and the obligations of Foundation hereunder. This Section shall survive the expiration or termination of this Agreement for any reason whatsoever.

#### **16. Records Retention**

School shall maintain accurate records pertaining to the provision of the Services and in support of its charges to Foundation therefor. Foundation shall have the right to review such records for the purpose of continuing care after reasonable notice and during regular business hours. School shall preserve such records for twelve (12) months after termination or expiration of this Agreement or for such longer period as may be required by law.

**17. Term and Termination**

17.1 This Agreement shall remain in effect for twenty-four (24) months from the Effective Date unless otherwise extended or terminated earlier in accordance with the provisions of this Agreement.

17.2 Except as provided below, either party may terminate this Agreement upon sixty (60) days' prior written notice to the other party.

17.3 Foundation may terminate this Agreement immediately if Foundation makes a reasonable determination that School has breached this Agreement, and that School has not cured such breach to Foundation's satisfaction within thirty (30) days of specific notice detailing the breach.

17.4 Upon termination of this Agreement for any reason whatsoever, School shall discontinue all delivery of the Programs and shall return or dispose of all confidential or proprietary information.

**18. Dispute Resolution**

In the event of any dispute arising out of or relating to this Agreement, including any claim by an employee, subcontractor or agent of School, but not including a claim by Foundation to enforce the Confidentiality and Publicity and Use of Name Sections, Foundation and School agree to meet and negotiate in good faith to resolve any such dispute. In connection therewith, each party will provide to the other all reasonably requested information as is relevant to resolution of the dispute.

**19. Assignability**

This Agreement and all rights and obligations of the parties hereunder shall be binding on all successors and assigns of the parties hereto; provided, however, that School shall not assign or transfer its rights or obligations hereunder without the prior written consent of Foundation. Any attempted assignment by School shall be null and void.

**20. Legality**

It is the intention of the parties hereto that the provisions of this Agreement be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any such provision or provisions not render unenforceable, or impair, the remaining provisions hereof. If any provision or provisions hereof are deemed invalid or unenforceable, either in whole or in part, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions, and to alter the bounds thereof, in order to render such provision or provisions valid and enforceable. Each and every provision set forth herein is hereby declared to be severable.

**21. Waiver of Agreement**

No failure by either party to exercise any power or right granted under this Agreement, or to insist upon strict compliance by the other party with the terms hereof, and no custom or practice of the parties at variance with the terms hereof, shall constitute a waiver of a party's right to demand full and exact compliance by the other party with the terms hereof.

**22. Forced Work Stoppage/Force Majeure**

Neither party shall be liable for any failure to perform its obligations under this Agreement if prevented from doing so by a cause or causes beyond its control. Without limiting the generality of the foregoing, such causes include acts of God or of the public enemy, fires, floods, storms, earthquakes, pandemics, riots, strikes, lockouts, wars or war operations, restraints of government or other cause or causes which could not, with reasonable diligence, be controlled or prevented by the party ("Force Majeure Event"). If a party relies on any of the foregoing as a reason or failure, default or delay in performance, it shall give to the other party prompt written notice of the facts that constitute such Force Majeure Event, when it arose, and when it is expected to cease.

**23. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to its conflict of laws provisions. Any action commenced hereunder shall be brought in the courts of the Western District of Pennsylvania or the state courts of Allegheny County, Pennsylvania, as appropriate.

**24. Notices**

Any notice or communication to be given under this Agreement shall be made in writing and shall be deemed given when personally delivered; when sent by facsimile or electronic mail transmission; or when received by the addressee, if sent by U.S. Postal Service, first class mail, or certified or registered mail, postage prepaid, return receipt requested, or by a nationally recognized overnight delivery service, addressed as follows:

**If to Foundation:**

Caring Foundation  
620 Stanwix Street  
Pittsburgh, PA 15222  
Attention: Terese Vorsheck

**If to School:**

Attention:

Each party may adopt a new address by written notice of the change to the other party as set forth above.

**25. Entire Agreement**

This Agreement contains the entire understanding of the parties hereto regarding the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, or negotiations, either written or oral, between the parties. The terms and conditions of this Agreement may not be amended, modified or deleted except by a writing signed by authorized representatives of the parties.

**IN WITNESS WHEREOF**, the parties, by their duly authorized representatives, have executed this Agreement, effective as of the last date of signing.

**Caring Foundation**

**\_Central Valley School District (School)**

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

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

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

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

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

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

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

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

**EXHIBIT A**  
**SCHOOL POLICIES**

[School should provide and attach any policies that Foundation and Caring Place staff must comply with while on school property.]



## **EXHIBIT B**

### **CARING PLACE GUIDELINES FOR SCHOOL-BASED PEER SUPPORT GROUPS**

#### **1. Purpose and Scope of the Program**

The purpose of the Caring Foundation's ("Foundation") School-Based Peer Support Groups for Grieving Children and Adolescents program stems from the Foundation's program known as the "Highmark Caring Place, A Center for Grieving Children, Adolescents and Their Families."

Both programs are designed to address non-complicated grief of children and teens in elementary, middle and high school. However, not all children and teens are able to get to the Caring Place locations for support and thus the School-Based Peer Support Groups Program ("Program") was established to reach these children and teens in their schools. The Program is designed to serve children and teens:

- who have had a family member or friend die at any point of time in their lives;
- who have been identified by a designated staff person at their school as appropriate for the group;
- who are not suffering from symptoms of trauma related to the death;
- who can function appropriately in a peer support group; and
- who have been given permission by their parent or guardian to participate in the group.

The Program is not designed to provide the children and teens counseling or therapy.

#### **2. Goals of the Program**

The goals of the Program are to provide a safe environment for grieving children to express their grief and reach children who cannot access the services available at the Highmark Caring Place facilities. In addition, the Foundation hopes to help grieving children identify others in their school to whom they can turn if and when needed; help schools become more "grief friendly"; and provide a format that balances the need for children and teens to process their grief, with the fact that they will need to return to their school activities after group meetings. In addition, Foundation hopes that after completing the Session School will be able to continue the Program on its own.

#### **3. Students**

Caring Place staff will work with School to select appropriate students for the Program.

Following are some criteria for student selection:

- Student has experienced the death of a family member or friend;
- Student can manage him/herself in a group setting (has not exhibited recent behavioral concerns within the classroom);
- Student has parental or guardian permission;
- Student expresses an interest in attending peer group meetings;
- Student is believed to have coping skills necessary to return to classroom after peer group meetings.

Following are some criteria that may make a student inappropriate for selection:

- History of potentially inappropriate emotional or behavioral outbursts;
- Student who has had a loss that involves a trauma component;
- The loss has been too recent;
- Recent history of aggression;
- Known significant/serious mental health diagnosis that is not being managed;
- Student does not have parental or guardian permission.

An explanatory letter and application will be sent by school staff to the parent/guardian of each potential group participant. A student will be able to participate in the Program even if an application/assessment has not been completed. However, in order to participate in the Program, all students must have a permission slip signed by their parent or guardian. School is responsible for obtaining the signed permission slip.

#### **4. Peer Group Meetings**

A School-based peer group session will consist of six (6) to eight (8) peer group meetings that will coincide with the length of a class period and not to exceed seventy-five (75) minutes. One or two additional meetings will be scheduled as make-up dates in the event a peer group meeting must be cancelled. Foundation will provide materials to assist with the Program, including an Activity Manual and a Resource Manual.

A School peer group must have a minimum of five (5) students to begin and must maintain an average of five (5) students to continue as a peer group. The maximum number permitted for a peer group will be determined on a case by case basis taking into consideration the following factors:

- Age of Students
- Activity level of Students
- Amount of staff support
- Level of need of Students.

The ideal age range for Students in a peer group should not exceed a two (2) year age gap for elementary and middle school, and a three (3) year age gap for high school.

A peer group session will be cancelled if an average of three (3) students per peer group is not maintained; or if either party fails to meet its obligations and the problem cannot be resolved. Reasons for cancelling peer group meetings include weather related concerns; no School facilitator without an identified substitute; no Caring Place staff without an identified substitute; School knows ahead of time that there will be no Students in attendance; School is cancelled or it is a scheduled off day.

Caring Place staff will provide a general curriculum to guide the peer group meetings.

#### **5. Removing a Student from the Peer Group**

A Student may be removed from a peer group if:

- Student's behavior consistently disrupts his/her own ability or another Student's ability to benefit from the peer group.
- Student misses more than two (2) peer group meetings.
- Student displays difficulty transitioning from the peer group meeting back to the classroom.
- It becomes apparent that the Student's issues are greater than what can be managed in a peer group meeting.
- Additional support is not available or not a viable solution

If any of the above criteria are met, the Caring Place staff and School Facilitator will meet to discuss the Student. Agreement between both parties is ideal; however, in the case where agreement cannot be reached, Caring Place staff has the right to make the final decision regarding a Student's peer group participation.

Once a decision to remove a student from a peer group session is made, Caring Place staff and School Facilitator will discuss the best way to address the situation with the School Facilitator making the final determination on how it will be handled. At a minimum, for students under age fourteen (14), a parent or guardian must be told verbally of the decision before the student is informed, and all students must be told in person.

## **EXHIBIT C**

### **STATEMENT OF WORK SERVICES**

This Exhibit C is a Statement of Work entered into pursuant to the terms of the Agreement for School-Based Peer Support Group for Grieving Children and Adolescents ("Agreement") by and between the Caring Foundation ("Foundation") and [Central Valley School District ("School")] and sets forth the services to be provided and the obligations and responsibilities of the parties.

#### **1. Term of Program**

The School-Based Peer Support Group for Grieving Children and Adolescents Program ("Program") will begin on the Effective Date of the Agreement and end two years later, with the parties to mutually agree in writing upon the specific dates of the Program. School has agreed to work with Foundation in providing the services set forth in this Statement of Work and the Agreement ("Services"). The Program will extend for six (6) to eight (8) weeks with two (2) make-up dates if necessary.

#### **2. Purpose and Scope**

1 The purpose of the Program is to provide a safe environment within a school setting for grieving children and teens in elementary, middle and high school to receive grief support. The Program is not designed to provide the children and teens counseling or therapy.

#### **3. Description of Services**

##### **A. School Responsibilities**

School shall provide facilities, services and personnel to support the Program. The Program will take place during school hours. The children or teens (collectively "Students") will attend the Program rather than their regularly scheduled class or activity. Every attempt will be made for the group meeting schedule to be coordinated in such a manner as to minimize the impact on Students' classes and activity schedules.

##### **1) Facilities**

School shall provide a consistent, confidential meeting space (no windows or with blinds) with a lockable closet or cupboard where supplies and projects may be stored between meetings and an area for working on projects (tables or desks). The meeting space should be large enough to accommodate up to ten (10) Students, plus a two adult Co-Facilitators. Ideally, but not necessarily, the space will include internet access.

##### **2) Key Personnel**

Foundation recommends that the school -provide two (2) people, a Co-Facilitator and a backup Co-Facilitator, to be available for the peer group session. Only one (1) School Co-Facilitator must be available to participate in all peer group meetings. If the School provides a back-up Co-Facilitator he or she will be available when the Facilitator is not available; however, ideally the Co-Facilitator, if any, will participate in at least the first session to meet the Students. Facilitators should have a desire to participate in the Program and have flexible schedules in order to accommodate the changing peer group meeting times. Guidance counselors,

administrators or other appropriate school staff may be among those who will be available for the co-facilitator positions.

School and Co-Facilitators are responsible for providing following Services in a professional and timely manner:

- Be present at all peer group meetings. In case of illness or emergency of the co-facilitator, School will ensure that the previously identified back-up co-facilitator will attend the peer group meeting. If School Co-Facilitator or back-up Co-Facilitator are both unavailable, the group will be cancelled.
- Actively participate in coordinating and preparing for each peer group meeting.
- Actively participate during each peer group meeting.
- Participate with Caring Place staff in peer group review and planning in between peer group meetings.
- Collaborate with Caring Place staff on all aspects of the peer group.
- Complete all necessary paperwork.
- Adhere to all School and Co-Facilitator contractual obligations and Program Guidelines.
- Coordinates and ensures availability of space within school building for peer group meetings.
- Provide appropriate level of communication with all School personnel as needed during and at completion of peer group session.
- Provide appropriate follow up with students as needed during and at completion of peer group session.
- Participate in debriefing with Caring Place staff during and at completion of peer group session.

### 3) School's General Responsibilities

School and its School Co-Facilitator are responsible for providing the following Services in a professional and timely manner:

- Obtain appropriate approval(s) from School Executives including, where applicable, District Superintendent, School Principal, and/or School Board.
- Identify and provide a willing Facilitator and Co-Facilitator.
- Provide a backup Co-Facilitator in the absence of the primary Co-Facilitator.
- Schedule peer group meetings at varying times once a week for a six (6) to eight (8) week period, so as to be the least disruptive to Students' class schedules and in cooperation with Caring Place Lead Facilitator.
- Provide to Foundation for review all written materials and communications prior to use.
- Provide an agreed upon process for following up with participating Students.
- Provide the required minimum number of peer group Students
- Coordinate all communications with parents or guardians, including talking with them about the peer group, obtaining a signed permission form, and attempting to obtain a completed application.
- Provide appropriate, private space for peer group meetings (same space each week when/if possible).
- Provide necessary guidance to Caring Place Lead Facilitator with regard to School policies and procedures.

- Provide necessary communication to and coordination with, all other School staff regarding Student's participation in peer group meetings.
- Provide timely communication in the event peer group meetings must be cancelled or disrupted.
- Provide evidence of a school crisis plan/process that can be executed if needed.

## **B. Foundation Responsibilities**

Foundation and its Caring Place staff are responsible for the following:

- Provide manuals to School Co-Facilitators and other resources deemed necessary to assist with facilitation of peer group meeting.
- Be present at all peer group meetings. In case of illness or emergency of the Lead Facilitator, Foundation will ensure that the previously identified back-up Lead Facilitator will attend the peer group meeting. If the back-up Lead Facilitator is unavailable the group will be cancelled.
- Coordinate preparation for each peer group meeting with School Co-Facilitator.
- Actively participate during each peer group meeting.
- To a reasonable extent, provide necessary materials for meeting projects.
- Participate with School Co-Facilitator in peer group review and planning in between peer group meetings
- Collaborate with School Co-Facilitator on all aspects of the peer group.
- Complete all necessary paperwork.
- Adhere to all Foundation and Caring Place staff contractual obligations and Program Guidelines.
- Follow the model developed by Foundation for school-based, peer group support.
- Provide all materials needed for peer group activities and projects.
- To a reasonable extent, provide food and beverages for the peer group, if applicable, and not against school policy.
- Be available for consultation with School Co-Facilitator regarding peer group Students.
- Provide appropriate follow up with Students as needed during and at completion of peer group session.
- Participate in debriefing with School Co-Facilitator during and at completion of peer group session.
- Complete a Program evaluation.
- After the end of the initial peer support group program, provide weekly telephone consultation during the first subsequent peer support group facilitated solely by school staff.

## **4. Timelines**

The parties anticipate completing the Program within the six (6) to eight (8) week session. If either party anticipates encountering delays in completing the Program in a timely manner the party shall notify the other party promptly in order for the parties to determine how to proceed.

## **5. Staffing**

School, School Co-Facilitators, and Caring Place Lead Facilitators agree to work together in a professional and cooperative manner for the benefit of the Students and the Program.

Furthermore, the parties agree to comply with the School Policies and Caring Place Guidelines for School-Based Peer Support Groups attached to the Agreement.

From: <[set15061@yahoo.com](mailto:set15061@yahoo.com)>  
Date: Thu, Dec 7, 2023 at 10:53 AM  
Subject: Resignation  
To: Monica Laird <[foodservice@centralvalleysd.net](mailto:foodservice@centralvalleysd.net)>

**ATTACHMENT K**

As of 12/7/2023 I will officially not be returning to my cafeteria position

Thank you for everything  
Shannon Tress



**December 13, 2023**

**Deana Trombini**

**RE: Retirement Announcement**

**Dear Central Valley School District:**

**I am writing to formally announce my retirement, effective 01/04/2024. After 8.5 years of dedicated service with the Central Valley School District, this decision was not made lightly, but it marks the beginning of a new chapter in my life.**

**It has been an incredible journey working alongside talented colleagues and contributing to the success of our students. I am grateful for the opportunities, challenges, and memories that have shaped my career here.**

**I want to express my deepest gratitude to everyone who has been a part of this journey; colleagues and friends alike. Your support and camaraderie have made this experience truly rewarding.**

**As I move into this new phase of my life, as an expecting grandparent, I am excited about the prospect of new adventures and spending more time with my family.**

**I will look back on my time at Central Valley School District with pride, and I leave with fond memories that I will carry into the next phase of my life.**

**Wishing you all the best.**

**Sincerely,**

A handwritten signature in blue ink that reads "Deana Trombini". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

**Deana Trombini**

**ATTACHMENT M**

December 15, 2023

Dear Dr. Perry,

I will be retiring from my position as Superintendent's Secretary as of Monday, April 15, 2024. My tenure as Board Secretary will end as of March 15, 2024. According to my contract, written notice must be provided to the Board at least sixty (60) days prior. I trust you will share this with them in ample time.

It has been a pleasure to work these 33 years as a secretary within three school Districts. However, I find myself so very excited and ready for the next chapter in my life.

Thank you so much,



Colleen Kearns

ATTACHMENT N

Danny S Scheidemantel

1299 Corporation St.

Beaver, Pa. 15009

12/18/2023

Mr. Clint Rawson

Director of Facilities

Central Valley SD

I am notifying you of my upcoming retirement, my last day at CV will be February <sup>16 DS</sup> 17 2024.

I thank CV for the 4 years I had there. I got to meet so many great people in the district especially at the Todd Lane building! I will follow up with H.R. with any questions. Let me know if you have any questions or advise for me!

Sincerely,



Danny S Scheidemantel

724-513-3656

**ATTACHMENT O**

December 18, 2023

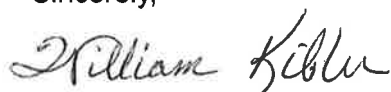
Dr. Nicholas Perry  
Central Valley School District  
160 Baker Road Extension  
Monaca, PA 15061

Dear Dr. Perry:

Please accept this letter as notice of my retirement from Central Valley School District effective February 16, 2024.

I would like to thank you for the opportunity to work for the Central Valley School District.

Sincerely,

  
William Kibler

December 14, 2023

ATTACHMENT P

Central Valley School District

Board of Directors

160 Baker Rd Ext.

Monaca, PA. 15061

Dear Board of Directors of Central Valley School District:

I would like to take the time and thank-you for accepting me as a paraprofessional at the Todd Lane School. I was interviewed by Ms. Erin Park, Director of Special Education who made me feel relaxed and was very encouraging. She shared some of her beliefs, strategies, and programs that I found interesting. She accommodated me in every way, and I appreciated her faith in me, however: with great regrets and broken-hearted I must resign due to jeopardizing my health. I gave it my best shot and appreciate your patience.

I am amazed to see how far Center Township School District, now Central Valley, has come. In my opinion, the teachers and the Paras are great, and their learning strategies are awesome as well as strategies used to controlling a classroom. The students were good, and they showed respect towards me as well as their peers.

Thanks for the opportunity and please extent this to the Special Education Department. Central Valley will always be a part of my heart.

Yours truly,

*Linda L. Hapach* 12/14/2023

Linda Louise (Matko) Hapach

*Merry Christmas + New Year*

2023-2024 Substitute List Addition:

Cafeteria/Monitor	Cermak	Danielle
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