

# TREASURER'S REPORT

## CANTON AREA SCHOOL DISTRICT

2/29/2024

### GENERAL FUND ACCOUNT BALANCES

		<u>General Fund</u> <u>Checking</u>	<u>General Fund</u> <u>Savings</u>	<u>Procurement</u> <u>Cards Account</u>	<u>Special Acct.</u> <u>Checking</u>
BALANCE	02/01/24	325,387.83	8,833,685.16	6,470.24	1,751.51
RECEIPTS - REGULAR		2,097,516.45	1,000,000.00	0.00	131.50
INTEREST EARNED		952.06	31,655.66	0.00	0.00
DISBURSEMENTS		-1,786,944.09	-645,621.68	-274.50	-1,043.41
BALANCE	02/29/24	636,912.25	9,219,719.14	6,195.74	839.60

### GENERAL FUND PASS THROUGH ACCOUNTS

		<u>Online Payment Acct.</u> <u>Checking</u>	<u>Payroll Acct.</u> <u>Checking</u>	<u>Lockbox Acct.</u> <u>Checking</u>
BALANCE	02/01/24	646.10	1.00	1.00
RECEIPTS - REGULAR		1,222.55	395,621.68	0.00
INTEREST EARNED		0.00	0.00	0.00
DISBURSEMENTS		-645.10	-395,621.68	0.00
BALANCE	02/29/24	1,223.55	1.00	1.00

### OTHER FUNDS OF BOARD RESPONSIBILITY

		<u>Cafeteria Acct.</u> <u>Checking</u>	<u>High School</u> <u>Central Treas.</u> <u>Checking</u>	<u>Elementary</u> <u>Central Treas.</u> <u>Checking</u>	<u>H.R.A. 1 Account</u> <u>Checking</u>
BALANCE	02/01/24	595,101.07	178,040.78	962.58	39,755.53
RECEIPTS-REGULAR		116,028.58	21,288.70	0.00	0.00
INTEREST EARNED		2,124.43	585.02	3.19	131.23
DISBURSEMENTS		-290.29	-18,769.44	0.00	-375.77
BALANCE	02/29/24	712,963.79	181,145.06	965.77	39,510.99

### GENERAL FUND CERTIFICATES OF DEPOSIT

INVEST. INSTITUTION	C.D.#	PRINC.	DATE PURCH.	MATURITY	INT. RATE
TOTAL>>>		0.00		AVERAGE >>	0.00%

### DISPOSITION OF MATURED INVESTMENTS - GENERAL FUND

INVEST. INSTITUTION	C.D.#	PRINC.	DATE PURCH.	MATURITY	INT. RATE
TOTAL>>>		0.00		AVERAGE >>	0.00%

### LONG TERM DISTRICT LIABILITIES

LIABILITY	Original Issue	LOAN DATE & MATURITY	RATE	PRINCIPAL BALANCE	AMORTIZED BALANCE
General Obl. Bond 2014	\$5,040,000	2014 - 2022	2.00% - 2.35%	745,000	762,507
General Obl. Bond 2020	\$3,559,739	2025 - 2027	2.00%	3,220,000	3,442,400

# **RECEIPTS FOR THE MONTH ENDING 2/29/24** **CANTON AREA SCHOOL DISTRICT**

## **SUMMARY OF INCOME**

<b>TOTAL LOCAL</b>	<b>340,716.19</b>	<b>19.25%</b>
<b>TOTAL STATE</b>	<b>1,361,703.24</b>	<b>76.92%</b>
<b>TOTAL FEDERAL</b>	<b>67,893.96</b>	<b>3.84%</b>
<b>GRAND TOTAL</b>	<b>1,770,313.39</b>	

## **LOCAL INCOME**

### **ADMISSIONS**

Athletic Director	Gate Receipts	1,220.00
	<b>TOTAL ADMISSIONS</b>	<b>1,220.00</b>

### **INSURANCE**

School Claims Service	Cobra insurance premiums	2,602.98
	<b>TOTAL INSURANCE &gt;&gt;&gt;</b>	<b>2,602.98</b>

### **INTEREST**

First Citizens Community Bank	Gen. Fund Checking	952.06
First Citizens Community Bank	Gen. Fund Savings	31,655.66
First Citizens Community Bank	HRA	131.23
	<b>TOTAL INTEREST &gt;&gt;&gt;</b>	<b>32,738.95</b>

### **MISCELLANEOUS**

Amazon	Refund	29.99
Athletic Director	23/24 Gate starting cash	1,000.00
BLaST	IDEA	190,000.00
Bradford Tioga Head Start	Lease	821.85
CASD Elementary School	Vending machine supplies	62.02
CASD Student	Football helmet	400.00
CASD Student	Computer Charger	90.00
CASD Students	Computer repair	160.00
CASD Students	Computer insurance	60.00
Commonwealth of Pennsylvania	USAC Misc Pay	4,240.00
Commonwealth of Pennsylvania	USAC Misc Pay	848.00
District Magistrate	Fines	610.26
HS Pop Account	Vending machine supplies	101.38
Northern Tier Insurance Consortium	Wellness incentive	825.00
OhioPyle	Royalties	20.58
Wesneski, Lyle	Meal money change - wrestling	125.56
	<b>TOTAL MISCELLANEOUS &gt;&gt;&gt;</b>	<b>199,394.64</b>

### **TAXES**

Berkheimer	E.I.T.	90,745.46
Bradford County	Delinquent Taxes	3,720.50
Bradford County	R.E. Transfer Tax	3,222.86
Lycoming County	Delinquent Taxes	3,674.89
Lycoming County	R.E. Transfer Tax	1,832.44
Tioga County	Delinquent Taxes	1,563.47
Tioga County	R.E. Transfer Tax	
	<b>TOTAL TAXES &gt;&gt;&gt;</b>	<b>104,759.62</b>

### **TUITION**

	Tuition	0.00
	<b>TOTAL TUITION &gt;&gt;&gt;</b>	<b>0.00</b>

<b>TOTAL LOCAL INCOME &gt;&gt;&gt;</b>	<b>340,716.19</b>
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**STATE INCOME**

Commonwealth of Pennsylvania	Basic Ed. Subsidy	1,247,558.00
Commonwealth of Pennsylvania	Social Security Subsidy	111,798.24
Commonwealth of Pennsylvania	Vocational Ed	2,347.00
	<b>TOTAL STATE INCOME &gt;&gt;&gt;</b>	<b>1,361,703.24</b>

**FEDERAL INCOME**

Commonwealth of Pennsylvania	ARP ESSER Homeless C&Y	1,875.50
Commonwealth of Pennsylvania	Title I Improving Basic Programs	49,520.66
Commonwealth of Pennsylvania	Title IV Student Support/Academic Enrich.	16,497.80
	<b>TOTAL FEDERAL INCOME &gt;&gt;&gt;</b>	<b>67,893.96</b>

# Condensed Board Summary Report

Fund: 10  
From 07/01/2023 To 02/29/2024  
Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1000							
100	PERSONAL SVCS-SALARIES	5,880,289.00	2,825,378.96	2,825,378.96	0.00	3,054,910.04	48.05
200	EMPLOYEE BENEFITS	3,944,491.00	2,131,915.72	2,131,915.72	0.00	1,812,575.28	54.05
300	PURCH PROF&TECH SVCS	318,028.00	130,153.76	130,153.76	0.00	187,874.24	40.93
400	PURCH PROPERTY SVCS	9,500.00	0.00	0.00	0.00	9,500.00	0.00
500	OTHER PURCHASED SVCS	503,917.00	667,104.46	667,104.46	0.00	(163,187.46)	132.38
600	SUPPLIES	274,422.00	327,434.44	327,434.44	0.00	(53,012.44)	119.32
800	OTHER OBJECTS	2,994.00	853.00	853.00	0.00	2,141.00	28.49
	MAJOR FUNCTION TOTAL	10,933,641.00	6,082,840.34	6,082,840.34	0.00	4,850,800.66	55.63
2000							
100	PERSONAL SVCS-SALARIES	1,939,754.00	1,249,897.18	1,249,897.18	0.00	689,856.82	64.44
200	EMPLOYEE BENEFITS	1,671,007.00	951,005.31	951,005.31	0.00	720,001.69	56.91
300	PURCH PROF&TECH SVCS	332,615.00	268,339.92	268,339.92	0.00	64,275.08	80.68
400	PURCH PROPERTY SVCS	246,193.00	144,423.29	144,423.29	0.00	101,769.71	58.66
500	OTHER PURCHASED SVCS	1,139,652.00	645,712.25	645,712.25	0.00	493,939.75	56.66
600	SUPPLIES	315,343.00	266,917.87	266,917.87	0.00	48,425.13	84.64
800	OTHER OBJECTS	9,130.00	4,318.62	4,318.62	0.00	4,811.38	47.30
	MAJOR FUNCTION TOTAL	5,653,694.00	3,530,614.44	3,530,614.44	0.00	2,123,079.56	62.45
3000	GENERAL FUND - OPER. NON-INSTRUC. SVCS						
100	PERSONAL SVCS-SALARIES	209,160.00	95,184.26	95,184.26	0.00	113,975.74	45.51
200	EMPLOYEE BENEFITS	89,274.00	27,931.39	27,931.39	0.00	61,342.61	31.29
300	PURCH PROF&TECH SVCS	77,700.00	67,746.50	67,746.50	0.00	9,953.50	87.19
400	PURCH PROPERTY SVCS	13,000.00	0.00	0.00	0.00	13,000.00	0.00
500	OTHER PURCHASED SVCS	47,900.00	44,411.30	44,411.30	0.00	3,488.70	92.72
600	SUPPLIES	60,336.00	46,608.04	46,608.04	0.00	13,727.96	77.25
800	OTHER OBJECTS	2,000.00	10,037.50	10,037.50	0.00	(8,037.50)	501.88

# Condensed Board Summary Report

Fund: 10  
 From 07/01/2023 To 02/29/2024  
 Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
	MAJOR FUNCTION TOTAL	499,370.00	291,918.99	291,918.99	0.00	207,451.01	58.46
4000	GENERAL FUND - FACILITIES CONST/IMPROV						
400	PURCH PROPERTY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	MAJOR FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
5000							
800	OTHER OBJECTS	1,527,532.00	23,750.00	23,750.00	0.00	1,503,782.00	1.55
900	OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00	0.00
	MAJOR FUNCTION TOTAL	1,527,532.00	23,750.00	23,750.00	0.00	1,503,782.00	1.55
Fund 10 Totals							
	Total Expenditure	17,086,705.00	9,905,373.77	9,905,373.77	0.00	7,181,331.23	57.97
	Total Other Expenditure	1,527,532.00	23,750.00	23,750.00	0.00	1,503,782.00	1.55
	Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
		18,614,237.00	9,929,123.77	9,929,123.77	0.00	8,685,113.23	

## Condensed Board Summary Report

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
Total Expenditure	17,086,705.00	9,905,373.77	9,905,373.77	0.00	7,181,331.23	57.97
Total Other Expenditure	1,527,532.00	23,750.00	23,750.00	0.00	1,503,782.00	1.55
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	18,614,237.00	9,929,123.77	9,929,123.77	0.00	8,685,113.23	

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-02-23

Check Numbers: 0000064063 - 0000064089

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064063	02/23/2024	AMAZON CAPITAL SERVICES	SUPPLIES - DRAMA	SUPPLIES	1,575.07
0000064064	02/23/2024	ATHENS AREA SCHOOL DISTRICT	JH SECTIONALS - W		200.00
0000064065	02/23/2024	AT & T	CELL PHONES		135.00
0000064066	02/23/2024	BLAST IU #17	23/24 TIOGA PARTIAL		7,449.06
0000064067	02/23/2024	CANTON AUTO SUPPLY	SUPPLIES		111.78
0000064068	02/23/2024	CAPP/USA	ACTUATORS		595.00
0000064069	02/23/2024	CM REGENT LLC	INSURANCE PREMIUM		754.00
0000064070	02/23/2024	COMFORT INN	WRESTLING HOTEL		555.00
0000064071	02/23/2024	MAGISTERIAL DISTRICT COURT 42-3-01	DED: MISC - Full Payroll Pay Date: 2/23/2024	DED: MISC - Full Payroll Pay Date: 2/9/2024	10.00
0000064072	02/23/2024	FIRE ALARM SERVICE TECHNOLOGY INC.	PROF SVC		1,340.42
0000064073	02/23/2024	FRONTIER COMMUNICATIONS OF CTN	TELEPHONE SVC		2,120.38
0000064074	02/23/2024	HAB - DLT	DED: Wage Attach. - Full Payroll Pay Date: 2/23/2024		16.81
0000064075	02/23/2024	MONTANA CSSD	PAR ID P0000925629		56.15
0000064076	02/23/2024	NORTHERN TIER CAREER CENTER	THIRD PMT		65,737.25
0000064077	02/23/2024	NORTHERN TIER COUNSELING	PROF SVC		7,500.00
0000064078	02/23/2024	THE PENNSYLVANIA STATE UNIVERSITY	PENNLINK ANNUAL FEE 23/24		50.00
0000064079	02/23/2024	PMEA	ALL-STATE FESTIVAL REG FEE - T BELLOWS		399.00
0000064080	02/23/2024	PMEA DISTRICT 8	JAZZ CHOIR REG FEE - JH	JAZZ CHOIR REG FEE - HS	155.00
0000064081	02/23/2024	REACH CYBER CHARTER SCHOOL	TUITION		3,825.96
0000064082	02/23/2024	SALISBURY TOWNSHIP SCHOOL DISTRICT	TUITION - L.C.		2,294.76

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-02-23

Check Numbers: 0000064063 - 0000064089

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064083	02/23/2024	RYAN L VANNOY	DISTRICTS MEAL MONEY - GBB		360.00
0000064084	02/23/2024	THOMPSON SPORTS & APPAREL	SUPPLIES		32.00
0000064085	02/23/2024	UGI ENERGY SERVICES INC.	NATURAL GAS		16,926.27
0000064086	02/23/2024	UNITED PARCEL SERVICE	UPS CHARGES		33.80
0000064087	02/23/2024	VOYAGER SOPRIS LEARNING	ACADIENCE LEARNING		90.00
0000064088	02/23/2024	LYLE WESNESKI	DISTRICTS MEAL MONEY - W		480.00
0000064089	02/23/2024	XEROX CORPORATION	COPIERS		32.89
D000002708	02/23/2024	BRADFORD COUNTY SANITATION INC	PROF SVC		200.00 D
D000002709	02/23/2024	JACK M CARR	2/9/24 OFFICIAL		85.00 D
D000002710	02/23/2024	COMMONWEALTH CHARTER ACADEMY	TUITION		28,469.95 D
D000002711	02/23/2024	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	28,009.55 D
D000002712	02/23/2024	FORCE N LLC	PROF SVC		862.70 D
D000002713	02/23/2024	THOMAS HEWITT	2/12/24 OFFICIAL	2/9/24 OFFICIAL	150.00 D
D000002714	02/23/2024	ADELL HOUSEKNECHT	BBB BOOK - 9 GAMES		225.00 D
D000002715	02/23/2024	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 2/23/2024		3,001.00 D
D000002716	02/23/2024	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	9,906.17 D
D000002717	02/23/2024	DAVID JURNAK	2/12/24 OFFICIAL		140.00 D
D000002718	02/23/2024	LACEY KITCHEN	BBB & GBB BOOK - 24 GAMES		600.00 D
D000002719	02/23/2024	LIANNE LANDIS	2/6/24 W BOOK		25.00 D
D000002720	02/23/2024	LESKO FINANCIAL SERVICES	DED: ANN1 - Full Payroll Pay Date: 2/23/2024	DED: TAP - Full Payroll Pay Date: 2/23/2024	5,044.92 D
D000002721	02/23/2024	TIMOTHY MAY	2/9/24 OFFICIAL		85.00 D

\* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

# - Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card



FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-02-23

Check Numbers: 0000064063 - 0000064089

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000002722	02/23/2024	MARK MCMURRAY	REGULAR DAYS TRANS.		15,033.70 <i>D</i>
D000002723	02/23/2024	RENEE MEAD	JHGBB BOOK - 13 GAMES		195.00 <i>D</i>
D000002724	02/23/2024	FLOYD METZGER	2/12/24 OFFICIAL		85.00 <i>D</i>
D000002725	02/23/2024	LARRY J OTIS	2/12/24 OFFICIAL		85.00 <i>D</i>
D000002726	02/23/2024	PSEA HEALTH & WELFARE FUND	INSURANCE PREMIUM		509.04 <i>D</i>
D000002727	02/23/2024	CINDA L DEWEY	TRAVEL REIMBURSEMENT		53.60 <i>D</i>
D000002728	02/23/2024	LOUANN GROOVER	REIMB FOR FACS SUPPLIES PURCHASED		153.14 <i>D</i>
D000002729	02/23/2024	JAMIE S HUFFMAN	REIMB FOR SUPPLIES - DRAMA		112.95 <i>D</i>
D000002730	02/23/2024	ROBERT ROCKWELL	TRAVEL EXPENSES		75.04 <i>D</i>
D000002731	02/23/2024	MICHAEL B WELLS	TRAVEL EXPENSES		60.30 <i>D</i>
D000002732	02/23/2024	ROBERT M SIDES INC.	PROF SVC	SUPPLIES	401.30 <i>D</i>
D000002733	02/23/2024	STANDING STONE CONSULTING, INC.	SECURITY		3,484.58 <i>D</i>
D000002734	02/23/2024	KYLE THOMPSON	2/9/24 OFFICIAL		85.00 <i>D</i>
D000002735	02/23/2024	YAGGIE ANDREW JR.	REGULAR DAYS TRANS.		1,150.00 <i>D</i>

\* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

# - Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-02-23  
Check Numbers: 0000064063 - 0000064089  
Payment Categories: Checks, Credit Cards, Direct Deposits,  
Sort: Payment Number

10 - GENERAL FUND	211,123.54
Grand Total All Funds	211,123.54
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	98,287.94
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	112,835.60
Grand Total All Payments	211,123.54

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund      Payment Date: 2024-03-08  
Check Numbers: 0000064090 - 0000064114  
Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064090	03/08/2024	AG PARTS EDUCATION	SUPPLIES		21.85
0000064091	03/08/2024	AG PARTS WORLDWIDE, INC.	SUPPLIES		99.90
0000064092	03/08/2024	AMAZON CAPITAL SERVICES	SUPPLIES - DRAMA	SUPPLIES	1,562.41
0000064093	03/08/2024	BALDWIN'S HARDWARE & GIFT SHOP	SUPPLIES		494.98
0000064094	03/08/2024	BLAST IU #17	23/24 SPEC ED 4TH PMT		20,795.61
0000064095	03/08/2024	CANTON AUTO SUPPLY	SUPPLIES		11.99
0000064096	03/08/2024	CANTON BOROUGH AUTHORITY	WATER/SEWER		2,537.97
0000064097	03/08/2024	EDUCERE LLC.	SUPPLIES		199.50
0000064098	03/08/2024	FIRE ALARM SERVICE TECHNOLOGY INC.	PROF SVC		1,337.00
0000064099	03/08/2024	FRONTIER COMMUNICATIONS OF CTN	TELEPHONE SVC		832.35
0000064100	03/08/2024	HAB - DLT	DED: Wage Attach. - Full Payroll Pay Date: 3/8/2024		17.67
0000064101	03/08/2024	HESS FARM EQUIPMENT INC	SUPPLIES		235.52
0000064102	03/08/2024	LEARNING A-Z	RAZ/FAZ LICENSES		503.58
0000064103	03/08/2024	MONTANA CSSD	CASD ID 0276314		56.15
0000064104	03/08/2024	PASA	A MARTELL REG FEE		196.00
0000064105	03/08/2024	PENELEC	ELECTRICITY		13,397.31
0000064106	03/08/2024	PMEA DISTRICT 8	ELEM CHORUS FEST REG FEE		120.00
0000064107	03/08/2024	PYRAMID SCHOOL PRODUCTS	SUPPLIES - BB		1,413.98
0000064108	03/08/2024	QBS LLC	J DELOZIER REG FEE		2,050.00
0000064109	03/08/2024	RIDDELL ALL AMERICAN SPORTS CORP.	PROF SVC - FB		3,400.87
0000064110	03/08/2024	ROCKWELL H & SON	SUPPLIES		100.22

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

# FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-03-08  
 Check Numbers: 0000064090 - 0000064114  
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064111	03/08/2024	STERICYCLE INC.	PROF SVC		397.32
0000064112	03/08/2024	TULPEHOCKEN MT SPRING WATER	WATER		484.00
0000064113	03/08/2024	UNITED PARCEL SERVICE	UPS CHARGES		33.80
0000064114	03/08/2024	ZITO BUSINESS	INTERNET		1,175.00
D000002736	03/08/2024	CUZ EXCAVATING LLC	WINTER MAINTENANCE		3,675.73 <sup>D</sup>
D000002737	03/08/2024	DANDY MINI MARTS INC.	FUEL		98.77 <sup>D</sup>
D000002738	03/08/2024	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	25,069.98 <sup>D</sup>
D000002739	03/08/2024	EASTERN MANAGED PRINT NETWORK LLC	COPIERS		351.00 <sup>D</sup>
D000002740	03/08/2024	ADELL HOUSEKNECHT	2/2/24 BBB BOOK		25.00 <sup>D</sup>
D000002741	03/08/2024	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 3/8/2024		3,001.00 <sup>D</sup>
D000002742	03/08/2024	LISA INMAN	PROF SVC		5,780.00 <sup>D</sup>
D000002743	03/08/2024	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	9,504.02 <sup>D</sup>
D000002744	03/08/2024	LACEY KITCHEN	2/20/24 GBB BOOK		25.00 <sup>D</sup>
D000002745	03/08/2024	LESKO FINANCIAL SERVICES	DED: ANN1 - Full Payroll Pay Date: 3/8/2024	DED: TAP - Full Payroll Pay Date: 3/8/2024	5,044.92 <sup>D</sup>
D000002746	03/08/2024	MARK MCMURRAY	REGULAR DAYS TRANS.		15,033.70 <sup>D</sup>
D000002747	03/08/2024	NTSWA	PROF SVC		45.00 <sup>D</sup>
D000002748	03/08/2024	REAL DISPOSAL LLC	PROF SVC		696.00 <sup>D</sup>
D000002749	03/08/2024	JULIE SECHRIST	PROF SVC		1,800.00 <sup>D</sup>
D000002750	03/08/2024	RANDALL W FRYE	REIMB FOR SUPPLIES PURCHASED - CHOIR		33.75 <sup>D</sup>
D000002751	03/08/2024	LOUANN GROOVER	REIMB FOR SUPPLIES PURCHASED		259.22 <sup>D</sup>
D000002752	03/08/2024	DAVID J LOOMIS JR	REIMB FOR SUPPLIES PURCHASED		673.14 <sup>D</sup>

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund    Payment Date: 2024-03-08  
Check Numbers: 0000064090 - 0000064114  
Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000002753	03/08/2024	MICHAEL B WELLS	TRAVEL EXPENSES		13.40 <sup>D</sup>
D000002754	03/08/2024	ROBERT M SIDES INC.	SUPPLIES	PROF SVC	493.36 <sup>D</sup>
D000002755	03/08/2024	STANDING STONE CONSULTING, INC.	SECURITY		3,226.84 <sup>D</sup>
D000002756	03/08/2024	LYLE WESNESKI	STATES - W - MEAL MONEY		665.00 <sup>D</sup>
D000002757	03/08/2024	YAGGIE ANDREW JR.	REGULAR DAYS TRANS.		1,150.00 <sup>D</sup>
10 - GENERAL FUND					128,139.81
Grand Total All Funds					128,139.81
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					76,664.83
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					51,474.98
Grand Total Virtual Payments					0.00
Grand Total All Payments					128,139.81

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



# FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: PA - PROCUREMENT    Payment Dates: 02/01/2024 - 02/29/2024

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
+ 0001022024	02/12/2024	PMEA	CONFERENCE REG FEE		195.00
+ 0002022024	02/28/2024	EBAY	SUPPLIES		79.50
10 - GENERAL FUND					274.50
Grand Total All Funds					274.50
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					274.50
Grand Total Regular Checks					0.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					274.50

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: 50 - FOOD SERVICE FUND    Payment Date: 2024-03-01  
Check Numbers: 0000004866 - 0000004867  
Payment Categories: Regular Checks, Direct Deposits, Credit Cards  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000004866	03/01/2024	AMAZON CAPITAL SERVICES	SUPPLIES		109.12
0000004867	03/01/2024	TRIMARK	SUPPLIES		22.65
D000000064	03/01/2024	NUTRITION INC.	FEBRUARY INVOICE		32,372.13 <i>D</i>
50 - FOOD SERVICE FUND					32,503.90
Grand Total All Funds					32,503.90
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					32,372.13
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					131.77
Grand Total All Payments					32,503.90



**M E M O**  
FROM THE DESK OF  
SHELLY GOWIN  
***CANTON AREA SCHOOL DISTRICT***

March 2024

TO: Mark Jannone, Board of Education

RE: Transportation Changes

The following changes were made to transportation contracts since the last board meeting:

Doud Transportation

- Van 25 – Effective 2/19/24 – New route \$115.00

Emailed 3/12/24  
Bd App 03/14/24

2024-2025 School Year

Attachment CR3 - Participating Sites

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA :Canton Area School District  
FSMC:The Nutrition Group

Contract Begin Date 07/01/2024  
Contract End Date 06/30/2025  
Days of Service 178

Section 1 - Actual "In-School" Revenue			
To be completed by SFA (include SSO Reimbursements, if applicable)			
<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Elementary Paid	6,339		\$ 0.00
Elementary Tiered Paid			\$ 0.00
Elementary Reduced Price			\$ 0.00
Middle Paid			\$ 0.00
Middle Tiered Paid			\$ 0.00
Middle Reduced Price			\$ 0.00
Secondary Paid	4,148		\$ 0.00
Secondary Tiered Paid			\$ 0.00
Secondary Reduced Price			\$ 0.00
Adult Paid			\$ 0.00
A la Carte Sales			\$ 0.00
<b>Subtotal Breakfasts</b>	<b>10,487</b>		<b>\$ 0.00</b>
<u>LUNCHES:</u>			
Elementary Paid	11,608		\$ 0.00
Elementary Tiered Paid			\$ 0.00
Elementary Reduced Price			\$ 0.00
Middle Paid			\$ 0.00
Middle Tiered Paid			\$ 0.00
Middle Reduced Price			\$ 0.00
Secondary Paid	9,131		\$ 0.00
Secondary Tiered Paid			\$ 0.00
Secondary Reduced Price			\$ 0.00
Adult Paid	16,554	\$ 1.00	\$ 16,554.00
A la Carte Sales	33,820	\$ 1.00	\$ 33,820.00
<b>Subtotal Lunches</b>	<b>20,739</b>		<b>\$ 50,374.00</b>
<u>SNACKS/SUPPLEMENTS:</u>			
Paid			\$ 0.00
Reduced Price			\$ 0.00
Adult Paid			\$ 0.00
A la Carte Sales			\$ 0.00
<b>Subtotal Snacks/Supplements</b>	<b>0</b>		<b>\$ 0.00</b>
<u>OTHER:</u>			
Special Milk			
Vending Machine Sales			
<b>Subtotal Other</b>			<b>\$ 0.00</b>
<b>Total "In-School" Revenue</b>	<b>31,226</b>		<b>\$ 50,374.00</b>

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024

<b>Section 2 - Federal Reimbursements</b>			
<b>To be completed by SFA (include SSO Reimbursements, if applicable)</b>			
<b><u>BREAKFASTS:</u></b>	<b><u>MEALS</u></b>	<b><u>RATES</u></b>	<b><u>Reimbursements</u></b>
Free		\$ 2.28	\$ 0.00
Free, Severe Need	49,819	\$ 2.73	\$ 136,005.87
Reduced		\$ 1.98	\$ 0.00
Reduced, Severe Need		\$ 2.43	\$ 0.00
Paid	10,487	\$ 0.38	\$ 3,985.06
<b>Subtotal Breakfasts</b>	<b>60,306</b>		<b>\$ 139,990.93</b>
<b><u>HIGH RATE LUNCHES:</u></b>			
Free	98,521	\$ 4.27	\$ 420,684.67
Reduced		\$ 3.87	\$ 0.00
Paid	20,739	\$ 0.42	\$ 8,710.38
<b>Subtotal High Rate Lunches</b>	<b>119,260</b>		<b>\$ 429,395.05</b>
<b><u>LOW RATE LUNCHES:</u></b>			
Free		\$ 4.25	\$ 0.00
Reduced		\$ 3.85	\$ 0.00
Paid		\$ 0.40	\$ 0.00
<b>Subtotal Low Rate Lunches</b>	<b>0</b>		<b>\$ 0.00</b>
<b><u>SNACKS/SUPPLEMENTS:</u></b>			
Free		\$ 1.17	\$ 0.00
Reduced		\$ 0.58	\$ 0.00
Paid		\$ 0.10	\$ 0.00
<b>Subtotal Snacks/Supplements</b>	<b>0</b>		<b>\$ 0.00</b>
<b><u>SPECIAL MILK:</u></b>			
Paid		\$ 0.26	\$ 0.00
<b><u>Performance Based Reimbursement (if certified):</u></b>			
Lunches	119,260	\$ 0.08	\$ 9,540.80
<b>Total Federal Reimbursement</b>	<b>179,566</b>		<b>\$ 578,926.78</b>

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024

<b>Section 3 - State Reimbursements</b>			
<b>To be completed by SFA (include SSO Reimbursements, if applicable)</b>			
<b><u>BREAKFASTS:</u></b>	<b><u>MEALS</u></b>	<b><u>RATES</u></b>	<b><u>Reimbursements</u></b>
Free		\$ 0.10	\$ 0.00
Free, Severe Need	49,819	\$ 0.10	\$ 4,981.90
Reduced		\$ 0.40	\$ 0.00
Reduced, Severe Need		\$ 0.40	\$ 0.00
Paid		\$ 2.00	\$ 0.00
Paid, Severe Need	10,487	\$ 2.45	\$ 25,693.15
<b>Subtotal Breakfasts</b>	<b>60,306</b>		<b>\$ 30,675.05</b>
<b><u>LUNCHES:</u></b>			
Free	98,521	\$ 0.10	\$ 9,852.10
Reduced		\$ 0.50	\$ 0.00
Paid	20,739	\$ 0.10	\$ 2,073.90
Additional amount for Lunch if Breakfast participation <=20%		\$ 0.02	\$ 0.00
Additional amount for Lunch if Breakfast participation >20%	119,260	\$ 0.04	\$ 4,770.40
<b>Subtotal Lunches</b>	<b>119,260</b>		<b>\$ 16,696.40</b>
<b>Total State Reimbursement</b>	<b>179,566</b>		<b>\$ 47,371.45</b>
<b>Section 4 - Other Income</b>			
<b>To be completed by SFA</b>			
Other Income: Internal Catering (Special Functions)			\$ 17,266.00
Other Income: External Catering (To Outside Organizations)			\$ 8,350.36
Other Income: Sponsor-to-Sponsor Agreements (Sold to other Sponsors of Child Nutrition Programs)			\$ 10,710.00
Interest Income			
<b>Total Other Income</b>			<b>\$ 36,326.36</b>
<b>Revenue Summary</b>			
Total "In-School Revenue"			\$ 50,374.00
Total All Reimbursements			\$ 626,298.23
Total Other Income			\$ 36,326.36
<b>Total Revenue</b>			<b>\$ 712,998.59</b>
<b>Commodity Usage @</b>	<b>\$ 0.2950</b>	<b>119,260</b>	<b>-\$ 35,181.70</b>

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024**Section 5 - Meal Equivalents****A la Carte Meal Equivalents**

Federal reimb. - free, high lunch	\$ 4.2700
Federal reimb. - free, low lunch	
Performance Based reimb.	\$ 0.0800
State reimb. - free, lunch	\$ 0.1000
Commodity Usage	\$ 0.2950
<b>Total</b>	<b>\$ 4.7450</b>

A la carte revenue	\$ 33,820.00
Adult meal revenue	\$ 16,554.00
Vending Sales	\$ 0.00
	<u>\$ 50,374.00</u>

<b>Meal Equivalents</b>	<b>10,616</b>
<b>Reimbursable Meals</b>	<b>179,566</b>
<b>Total Meals</b>	<b>190,182</b>

**Section 6 - SFA Costs**

To be completed by SFA (if applicable)

**EXPENSES:****TOTAL COST****Direct Labor and Benefits**

SFA Labor Costs (must equal to grand total on Attachment 6)	\$ 178,990.20
SFA Fringe Costs (must equal to grand total on Attachment 7)	\$ 96,569.00

<b>Subtotal Labor and Benefits</b>	<b>\$ 275,559.20</b>
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**Direct Costs (Must itemize)**

<b>Subtotal Direct Costs</b>	<b>\$ 0.00</b>
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**Indirect Costs (Must Itemize)**

<b>Subtotal Indirect Costs</b>	<b>\$ 0.00</b>
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<b>Subtotal SFA Costs</b>	<b>\$ 275,559.20</b>
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## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024

<u>Section 7 - FSMC Costs</u>	
To be completed by FSMC	
<u>EXPENSES:</u>	<u>TOTAL COST</u>
<b>Food Costs-Including Commodities</b>	\$ 286,976.62
Enter the amounts of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Bonus Commodity Value (Do not include rebates, discounts and credits)	
<b>Less: Commodity Usage</b>	\$ 35,181.70
<b>Subtotal Food Costs</b>	\$ 251,794.92
<b>Commodity Delivery Charge</b>	\$ 3,000.00
<b>Direct Labor and Benefits</b>	
FSMC Labor Costs (must equal grand total on Attachment 4)	\$ 47,344.00
FSMC Fringe Costs (must equal grand total on Attachment 5)	\$ 22,407.89
<b>Subtotal Labor and Benefits</b>	\$ 69,751.89
<b>Direct Costs</b>	
Accounting	\$ 2,667.70
Background Checks, Fingerprinting, and/or Drug Testing	
Car/Truck Rental and/or Mileage	\$ 550.00
China, Silverware, Glassware	
Cleaning and Janitorial Supplies	\$ 7,059.16
Computer and Technology	\$ 1,519.38
Courier Services (Air & Ground)	
Dues/Subscriptions	
Employee Meals	
Employee Recruitment and Advertising	
Equipment Depreciation/Rental/Buy Back Investment	
Equipment Maintenance	
Equipment Repairs	
Equipment Replacement - Expendable	
Freight and Delivery Charges	
Insurance (Liability, Workman's Compensation, Vehicle, etc.)	\$ 1,189.10
Licenses and/or Permits	
Office Supplies and Printing	\$ 350.00
Paper Products and Disposable Supplies	\$ 8,346.82
Payroll Processing	
Performance Bond	
POS Systems, Support and Service	
Postage	
Promotional Materials (Program Specific)	\$ 3,323.00
Smallware/Replacement Wares	

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024**Section 7 - FSMC Costs (continued)**

Staff Training and Certification	\$ 2,512.15
Storage Costs (Food and/or supplies)	
Taxes (sales and other)	
Telephone, including Mobile and Internet	
Tickets, tokens	
Trash Removal and Pest Control	
Uniforms, Linens, and Laundry	\$ 800.00
Vending Rental	
Wellness Programs and materials	\$ 1,303.87
<b>Subtotal Direct Costs</b>	<b>\$ 29,621.18</b>

Other Costs included in the RFP (Section Q) required of the FSMC by the SFA (Must Itemize)

<b>Subtotal Other Costs</b>	<b>\$ 0.00</b>
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Internal Catering (Special Functions)	\$ 17,004.94
External Catering (To Outside Organizations)	
Sponsor-to-Sponsor (Sold to other Sponsors of Child Nutrition Programs)	\$ 5,911.92

**Administrative Fee:** Cannot include any costs already covered in other categories. Documentation must be provided outlining all methodologies used to calculate the Administrative Fee on Attachment 9.

Billed Over: 12 months

Fees charged on the basis of: Flat Fees Only

Business Office Expense		flat fee	\$ 9,902.10
Upper Management Expense		flat fee	\$ 2,121.88
Support Service Expense		flat fee	\$ 5,658.35
		flat fee	
		per-meal fee	\$ 0.00
Reimb. Meals Plus Equivalents:	190,182	<b>Subtotal Administrative Fee</b>	<b>\$ 17,682.33</b>
Per-Meal Rate: (if applicable)			
Total per-meal fees:	\$ 0.00		

FSMC Management Fee (enter the fee that will be charged to manage the program)

Billed Over: 12 months

Fees charged on the basis of: Flat Fees Only

Reimb. Meals Plus Equivalents:	190,182	flat fee	\$ 16,320.53
Per-Meal Rate: (if applicable)		per-meal fee	\$ 0.00
Total per-meal fees:	\$ 0.00	<b>Subtotal Management Fee</b>	<b>\$ 16,320.53</b>

## SNP Cost Reimbursable

### Projected Operating Costs for Participating Sites

SFA Name: Canton Area School DistrictContract Begin Date: 07/01/2024

<u>Section 7 - FSMC Costs (continued)</u>	
<b>Subtotal FSMC Costs</b>	\$ 411,087.71
<b>Less Rebates, Discounts and Applicable Credits (Enter as a negative number)</b>	-\$ 11,497.00
<b>Total FSMC Costs</b>	<b>\$ 399,590.71</b>
<b>Select the Guarantee Option:</b> <input type="radio"/> Guaranteed Profit	
<b>Enter amount of Guaranteed Loss or Profit (if applicable):</b> <div style="text-align: right;">\$ 37,848.68</div>	
<u>Section 8 - Contract Summary</u>	
	<u><b>SUMMARY</b></u>
<b>Total Revenue</b>	\$ 712,998.59
<b>SFA Costs</b>	\$ 275,559.20
<b>Total FSMC Costs</b>	\$ 399,590.71
<b>School Nutrition Program - Profit or (Loss)</b>	<b>\$ 37,848.68</b>





2400 Reach Road • P.O. Box 3609  
Williamsport, PA 17701  
570.323.8561 570.323.1738 Fax

33 Springbrook Drive  
Canton, PA 17724  
570.673.6001 570.673.6007 Fax

www.iu17.org

Emailed 3/13/24  
Bd App 03/14/24

03/07/2024

Canton Area School District  
545 East Main St  
Canton, PA 17754

Dear District Representative,

I hope this letter find you well. In order to maintain compliance with our State regulatory standards through OMHSAS, and the Quality Assurance Plan of our program, it is necessary for our agency to secure written linkage agreements with key community agencies, programs, and departments with whom we partner. In doing so, we can ensure a continuity of care and agree to work together for the benefit of the children and adolescents we service.

Enclosed you will find a linkage agreement. Please return one signed copy in the enclosed self-addressed stamped envelope. The additional copy is for you to keep for your records.

I appreciate your time and willingness to assist with this process. Please feel free to contact me with any questions.

Sincerely,

Nicole Klees, LSW  
Director of Mental and Behavioral Health Services  
nklees@iu17.org  
570-323-8561, Ext. 1012



2400 Reach Road • P.O. Box 3609  
Williamsport, PA 17701  
570.323.8561 570.323.1738 Fax

33 Springbrook Drive  
Canton, PA 17724  
570.673.6001 570.673.6007 Fax

www.iu17.org

\* Done every 2 years

### Letter of Linkage

BLaST Intermediate Unit 17  
2400 Reach Rd  
Williamsport, PA 17701

AND

Canton Area School District  
545 East Main St  
Canton, PA 17754

This letter of linkage confirms BLaST Intermediate Unit 17 and Canton Area School District are cooperating and providing continuity of care.

BLaST Intermediate Unit 17 offers mental health and educational services to residents of our referring school districts. We continue to support the community collaborative process utilizing the CASSP principles and agree to work together for the benefit of the children we serve.

  
\_\_\_\_\_  
BLaST IU 17 Director of Mental and Behavioral Health Service

3/7/24  
Date

  
\_\_\_\_\_  
Agency Representative Name

3/15/2024  
Date





## LINKAGE LETTER/REFERRAL AGREEMENT

WW 02/23/24  
Bd App 03/14/24

For 2024-2026

Canton Area School District  
509 East Main Street  
Canton, PA 17724

Per regulations and best practice standards, CONCERN is required to maintain biannual written agreements with service providers to acknowledge that a cooperative relationship has been established to facilitate continuity of care, aftercare, follow-up and timely transfer of patients and records.

CONCERN provides a continuum of services for adults and children. Services include but are not limited to: Residential Treatment for males, Outpatient, School-Based Outpatient, Intensive Behavioral Health Services (IBHS), CSBBH, and Family Based Mental Health Services, Mental Health Crisis, CRR and Partial Hospitalization Program. Please visit our website for program availability in your area.

To demonstrate and provide collaborative services, the two institutions mutually agree to:

- A. Admit referral as promptly as possible, provided admission criteria of the receiving institution is met.
- B. Secure appropriate Releases of Information and Consent forms, which must be signed by the client or legal guardian before the transfer of records.
- C. The consent of a parent or guardian is required for clients aged 13 or under. Either client or guardian shall agree to the referral if age 14 or over.
- D. Maintain an awareness of each other's programs and services.
- E. Both parties, when appropriate, and/or requested by the client, may attend treatment-planning meetings to communicate and exchange treatment information related to client care.

This agreement shall be in effect for two (2) years from the date below and may be terminated by either institution upon thirty (30) days written notice and shall be automatically terminated should either institution fail to maintain its present authority or standards.

In accordance with the policy of CONCERN, it is understood that clients treated by either institution to this agreement shall not be denied treatment or be discriminated against based on sex, race, creed, or national origin.

Nothing in this agreement shall be construed as limiting the rights of either party to contract with any other party or agency on a limited or general basis.

**Please sign both letters, keep one for your records, and send the other back in the self-addressed stamped envelope provided. Alternatively, you may email the signed copy to the email address below. Thank you!**

CONCERN Professional Services for Children,  
Youth, and Families

Canton Area School District

Jenny C. P. Bowen, Region Director

jbowen@concern4kids.org

Date: 2/16/24

Signature and Title:

Date: 2/14/2024

## FIELD TRIP REQUEST

Destination(s): <u>District Jazz: Senior High</u> <u>@Central Columbia</u>		How many subs are needed: <u>0</u>
Date of Trip <u>4/11-12/24</u> Day of Week <u>Thurs.-Fri.</u> Leave Time <u>6:30 AM</u> Return to School <u>N/A</u>		
Number of Students/Adults <u>2/1</u> Circle One VAN BUS -- If you want a VAN, who will drive? _____		
Where will the bus load for the trip? <u>Personal Vehicle: Frye</u>		
Students will: (check one) _____ Ride their regular bus home after the field trip. <u>X</u> Arrange their own transportation home after the field trip.		
Class or Grade Description <u>Sgt Choir</u> Person in Charge <u>Frye</u>		Estimated Cost Of Trip - Including Subs
Other Chaperones going: <u>N/A</u>		
Objective of Trip: <u>District Jazz/Enrichment</u>		\$500
Additional Information, if any: <u>It coming next day w/ MacWhinnies VanKey.</u>		
REGULATIONS		
1. Persons in charge <u>will</u> submit a final list of persons riding the bus (including adults) to the Principal before leaving school grounds.		
2. Parental permission slips will be obtained by person in charge. These will also be turned in to the Principal before leaving school grounds.		
3. Students will observe the riding rules of the school. Buses are supposed to have copies of riding rules posted. Driver distractions from within the bus are to be avoided.		
4. No students are to be let off the bus at any location other than the school when returning from the field trip, unless prior arrangements have been approved by the Principal or Business Manager.		
5. Any irregularities of the trip (including bus and driver problems) will be reported to the Principal immediately.		
6. When students have to make other arrangements to get home, the person in charge and chaperones will stay with the students until all have left the school grounds.		
<div><div>Randall Frye</div><div>SIGNATURE OF PERSON IN CHARGE</div></div>		
ROUTING INSTRUCTIONS		
Forward completed form to your Principal. If approved, Principal will forward to Business Office. Business Office will return original request to Principal after busing arrangements. Principal will keep the original form in their office and will send a copy of the form to the person in charge.		
APPROVALS		
Principal:	Approved <u>[Signature]</u>	Date <u>2/15/24</u>
Business Manager:	Approved <u>[Signature]</u>	Date _____
<div><div>ANM 2/26/24</div><div>WW 03/01/24 Bd APP 03/14/24</div></div>		

WW 02/16/24  
Bd App 03/14/24

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
FEBRUARY 8, 2024**

The regular meeting of the Canton Area School District Board of Education was held in the Canton Jr/Sr High School Library on Thursday, February 8, 2024 at 5:00 p.m.

**MEETING CALLED TO ORDER**

Our President, Mrs. Judy Sourbeer, called the meeting to order, welcomed all in attendance, and reminded the audience to please sign in if they had not done so.

All stood and recited the Pledge to the Flag.

**BOARD MEMBERS PRESENT**

Mrs. Judy Sourbeer, President; Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, and Mr. Denny Sourbeer.

**OTHERS PRESENT**

Dr. Amy Martell, Superintendent; Mr. Mark Jannone, Business Manager/Board Secretary; Mr. Michael Wells, Elementary School Principal; Mr. Donald Jacopetti, High School Principal; Attorney Cassie Blaney, District Solicitor; Mrs. Amy Repard, Special Education Supervisor; Mrs. Sherry Lambert and Mr. Matt Jennings, newspaper reporters; Mr. Lucas Drever, Mr. John Ambruch, Mrs. Nichole Ambruch, Ms. Miranda Peffer, and Mrs. Asti Tillotson.

**BOARD APPOINTMENT**

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to appoint John Ambruch, School Board Director - Region 2 - effective immediately through December 31, 2025.

Roll Call Vote: All seven members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

**OATH OF OFFICE**

At this time, Solicitor Blaney administered the oath of office to newly elected board member, Mr. John Ambruch, authorized by Section 402 of the Pennsylvania School Code of 1949.

**MINUTES**

A motion was made by Mrs. Sarah Neely and seconded by Mr. Ryan Allen to approve the minutes of the regular meeting of January 11, 2024.

Voice Vote: All eight members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

**REPORTS**

**Superintendent**

Dr. Amy Martell, Superintendent, reported on the following items:

- Updated the board on the donated book vending machine. The PTA received a grant of \$8,000 from the Tioga Downs Foundation to purchase the book machine for the Canton Area Elementary School.
- The district received a nice letter from Mrs. Jean Metzger Erskine along with the donation of her father's high school diploma. Mr. Adam Metzger graduated from the North Union School of Union

School District (prior to the schools consolidating into Canton Area School District) in 1919. For many years, Mrs. Erskine supported the Adam Metzger Football Award in his honor.

- National School Counseling Week is February 5-9, 2024 the Canton Area School District honors Mrs. West and Mrs. Watson. School counselors are integral to the school as they are many times directly involved to safeguard the emotional and mental health for our students.

### **Board Committee Chairpersons**

- **Buildings and Grounds Committee:** Chairperson, Mr. Tom Resavage, was absent. Mr. Dave DeCristo reported that he and Mr. Resavage met with Mr. Fred Richter to look at the chillers and boilers prior to a teleconference with Trane. Trane presented two options, a stand-alone chiller or a chiller with ice storage, as well as budget numbers for each. Mr. DeCristo requested an energy analysis. Trane stated they would complete an analysis; their software is certified. Mr. DeCristo met with Mr. Richter prior to this meeting and looked at the elementary school equipment. Mr. DeCristo discussed the options with the school board adding that, in his opinion, the systems are not disposable and are worthy of repair. Mr. Mark Jannone explained to the board that district taxpayers would have to fund the cost of repairs whereas grants may be available for replacement systems. A board member asked Mr. DeCristo if the new systems are not of the same quality as the old ones. He responded that is not necessarily the case; however, a new system does not guarantee there will not be problems. Mr. DeCristo explained that, due to EPA regulations, methods have changed and there are problems associated with these methods. He explained the difference between an antifreeze heat exchanger and a draining type system and that the new refrigerant is from the propane family, and is flammable, therefore no piping of refrigerant would be installed inside the school. For budgeting purposes, Mr. DeCristo will get a quote for a rebuilt compressor.
- **BLaST Representative:** Mrs. Arica Jennings invited Dana Vermilya, Blast IU 17 employee, to come and give a brief presentation on the book that was dedicated to our high school library. The book, titled "The Rebellious Recovery" by Aaron Baker, is a book about overcoming obstacles and setbacks in life. Dana serves many diverse roles within Blast and was instrumental in recruiting Aaron to be the keynote speaker for their yearly paraprofessional professional development day. Per the request of our Special Education Supervisor Mrs. Amy Repard, our CASD paraprofessionals attended this event and were able to bring back valuable information to serve our students.

### **CITIZEN RECOGNITION – AGENDA RELATED**

There were no comments.

### **BUSINESS**

#### **Treasurer's Report**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the Treasurer's Report as presented for January 31, 2024. (A copy is in the supplemental file.)

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Bills**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the bills for January.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.

Mr. Tom Resavage was absent.  
Motion carried.

### **Tax Additions, Exemptions and Exonerations**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the tax additions, exemptions and exonerations.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

### **Transportation Changes**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the transportation changes.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

### **Student Debt Exonerations**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the Student Debt Exonerations list as per the G.H. Harris report.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

### **BLaST Budget and Ballot**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the proposed 2024/2025 BLaST I.U. 17 General Operations budget and Submission of Board of Directors Election Ballot.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

### **Letter of Agreement**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the Letter of Agreement between Canton Area School District and MAC's Driving Academy effective June 1, 2024.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.



Motion carried.

### **Contract**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to approve the contract with Frontier for 500MB of connectivity speed at a cost of \$535.00 per month effective 07/01/24 - 06/30/27.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

### **PERSONNEL**

#### **New Employee**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the following new employee, pending completion of required paperwork:

- a. Stephanie Williams, part-time (9-month) Cafeteria Worker II, \$12.00/hour, no benefits, effective 02/08/24.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Resignation**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to accept the resignation of Korrin Wheaton, part-time (9-month) Cafeteria Worker II, effective 02/16/24, with three months of service to the Canton Area School District.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Substitute List Additions**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the following additions to the substitute list, pending completion of all paperwork:

- a. Kasey Lyon, Teacher, retroactive to 01/26/24.
- b. JoAnne Tarbox, Paraprofessional, retroactive to 01/31/24.
- c. Kim Crawford, Nurse

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Volunteer List Additions**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the following additions to the volunteer list; all paperwork is complete:

- a. Bryan Graham, Softball, retroactive to 01/15/24.
- b. Kelsey Herman, Softball, retroactive to 01/17/24.
- c. Lauren Preston, Battle of the Books and field trips, retroactive to 01/24/24.
- d. Jenna Boyce, Softball, retroactive to 01/29/24.
- e. Devon Weed, elementary classroom, retroactive to 02/05/24.

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Unpaid Days**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve unpaid days for the month of January 2024, for the following employees:

- a. Employee #1743, 1 day
- b. Employee #1835, 1 day
- c. Employee #1846, 5 days

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Wage Increase**

A motion was made by Mr. Bill Holland and seconded by Mrs. Sarah Neely to approve the increase of all Cafeteria Worker I wages by \$1.00 per hour and all Cafeteria Worker II wages by \$3.00 per hour, effective for wages earned on and after 02/11/24.

Roll Call Vote: All eight members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **Minimum Wage**

A motion was made by Mr. Bill Holland and seconded by Mrs. Sarah Neely to set the minimum hourly rate for Cafeteria Worker I & II at \$15.00 per hour.

Roll Call Vote: All eight members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

### **FINANCE/POLICY**

#### **First Reading**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Bill Holland to approve the first reading of the following new/revised policies:

- a. No. 121 - Field Trips (revised)
- b. No. 122 - Extracurricular Activities (revised)
- c. No. 200 - Enrollment (revised)

- d. No. 202 – Eligibility of Nonresident Students (revised)
- e. No. 217 – Graduation (revised)
- f. No. 254 – Educational Opportunity for Military Children (new)
- g. No. 702 – Gifts, Grants, Donations (revised)

Roll Call Vote: Mr. Ryan Allen, Mr. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, Mr. Denny Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. John Ambruch abstained.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **OTHER ITEMS**

##### **Field Trips**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Bill Holland to approve the following overnight field trips:

- a. From Randy Frye, Region IV Chorus from March 6-8, 2024, at Valley View High School, for a choral competition.
- b. From Randy Frye, All-State Chorus from April 17-20, 2024, in Erie, PA, for a choral competition.

Roll Call Vote: All eight members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

#### **CITIZEN RECOGNITION – NON-AGENDA RELATED**

There were no comments.

#### **Announcements**

There was an Executive Session prior to the Board Meeting to discuss personnel matters.

There was an executive session held at the conclusion of last month's meeting to discuss security.

The next Board Meeting will be Thursday, March 14, 2024, at 5:00 p.m. in the Canton Jr/Sr High School Library, Canton, PA.

#### **Meeting Adjourned**

A motion to adjourn was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings.

Voice Vote: All eight members present voted yea.  
Mr. Tom Resavage was absent.  
Motion carried.

Mrs. Sourbeer adjourned the meeting at approximately 5:49 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary

# ACTIVITY RUN RATES (effective 7/1/2024)

WW 02/16/24  
BdApp 03/14/24

## GUIDELINES

1. Contractor is responsible for paying driver. Amount will be determined by Contractor.
2. Contractor receives rate shown if vehicle is away from C.A.S.D. for 2 hours or less.
  - > Mileage will be calculated from C.A.S.D. to destination and Back to C.A.S.D.
  - > The attached destinations and rates sheets are for reference only. Trips will be paid based on actual mileage, recorded on trip sheet by driver.
  - > Trips that are 15 miles or less, will be paid ~~\$45.00~~ \$50.00 plus wait time described in #3.
    - Explanation of rates: 5% Inc.
      - > trips between 16 and 50 miles = ~~\$3.64~~ \$3.82 per mile.
      - > trips between 51 and 100 miles = ~~\$2.54~~ \$2.66 per mile.
      - > trips between 101 and 150 miles = ~~\$2.32~~ \$2.43 per mile.
      - > trips longer than 150 miles = ~~\$2.22~~ \$2.33 per mile.
      - > 6 or 7 Passenger Van rates = 72% of bus rates.
      - > 10 Passenger Van rates = 80% of bus rates.
3. \*\*\*The contractor will be paid, in addition to the mileage rate, \$10.00 per hour (15 min. prorated) for every hour over 2 that the vehicle is away from C.A.S.D. If trip requires overnight stay, a maximum of 8 hours in one calendar day will be paid the \$10.00/hr. Additionally, the district will provide lodging and meal(s) for the driver. Driver may add up to 15 minutes to designated leave time and up to 15 minutes to return time to account for pre and post trip inspections.  
\*\*\*#3 will not apply if district supplies driver.
4. Employees of C.A.S.D. will not be paid for driving a vehicle. This does not prohibit the Contractor from paying a C.A.S.D. employee for driving.
5. Driver will make every reasonable effort to secure the vehicle while engaged in an activity run and will warn passengers of the vulnerability regarding personal valuables.

## DEFINITIONS:

1. Regular bus - For the purpose of extra-curricular runs a regular bus will mean any size or capacity school bus which meets Pa.D.O.T. and Pa. State Police standards.
2. Van - For the purpose of extra-curricular runs will mean any van which meets Pa.D.O.T. and Pa. State Police standards.

WW 02/16/24  
Bd App 03/14/24

# NTCC 2024-2025 Budget

## Total Operating Budget Minus Revenues Per District Percent

School	2023-2024		2024-2025		Variance
	75% Quota 25% Usage	District Share	75% Quota 25% Usage	District Share	Increase/ (Decrease)
Athens	22.4245%	\$ 578,101	23.6051%	\$608,714	\$ 30,614
Canton	10.1998%	\$ 262,949	9.2233%	\$237,845	\$ (25,104)
NE Bradford	9.6160%	\$ 247,899	9.0203%	\$232,610	\$ (15,289)
Sayre	9.4950%	\$ 244,780	8.9904%	\$231,840	\$ (12,940)
Sullivan Cty	5.5695%	\$ 143,581	5.59%	\$144,025	\$ 444
Towanda	15.9458%	\$ 411,080	16.09%	\$414,916	\$ 3,836
Troy	14.0330%	\$ 361,769	14.60%	\$376,616	\$ 14,847
Wyalusing	12.7165%	\$ 327,830	12.88%	\$332,187	\$ 4,357
	100.000%	\$2,577,989	100%	\$2,578,753	\$ 765