

Canton Area School **District**

K-12 Comprehensive Counseling Program

Canton Area School District

509 East Main St

Canton, PA 17724

570-673-3191

www.canton.k12.pa.us

WARRIOR PRIDE

Canton Area School District Mission Statement

The Canton Area School District's mission statement is to “Focus on learning: every child, every day, ‘The Warrior Way’.”

Canton Area School District Counseling Program Mission Statement

The Canton Area School District’s school counseling department’s mission is to provide each student kindergarten through twelfth grade with an equitable and accessible education in the areas of academic, personal/social, and career development. Students, parents/guardians, educators, business/community, and post-secondary resources will work cooperatively to maximize student achievement.

Guidance Services Program Calendar

Grades K-6

July	January
Academic: New enrollments	Academic:
Career:	Career:
Personal/Social:	Personal/Social: Social Emotional Learning (SEL) classroom lessons, Social Groups, PBIS family night, Universal Screener
August	February
Academic: Kinder Camp, Open House, CAVE registration	Academic: Child Study meetings, Early intervention meetings
Career: Coordinate beginning of year career writing prompts	Career:
Personal/Social: Big Brother Big Sister (BBBS) recruitment, Backpack program enrollment and organization, New student meetings, SEL PBIS lessons	Personal/social: PBIS Assembly, Social Emotional Learning (SEL) classroom lessons
September	March
Academic: Open House Parent information handout, CAVE registration, 6 th -7 th grade Transition Team	Academic: Assist with kindergarten registration, Assist with PSSA organization and preparation, Title 1 Family Night
Career: Student Council applications and speeches, 3-6 Beginning of school year writing prompt connecting school to career	Career: PennDot engineering presentation
Personal/social: Organizing supplemental school supplies for students in need, BBBS matches and recruitment, Social Emotional Learning (SEL) classroom lessons	Personal/social: Social Emotional Learning (SEL) classroom lessons

October	April
Academic: Child Study Team Meeting	Academic: PSSA testing, Child Study Team Meeting
Career: 5th grade NTCC field trip, AP Psychology presentation	Career: Walking Field trip organization, Career Days organization, Ag lab
Personal/social: Social Emotional Learning (SEL) classroom lessons, Tier II Social Groups, , SAP County Coordination Meeting, Signs of Suicide Program and student meeting, Universal Screener	Personal/social: Social Emotional Learning (SEL) classroom lessons, Universal Screener
November	May
Academic: Parent/Teacher Conferences	Academic: Move up day organization, 6 th grade orientation to Jr High, Class lists for upcoming school year
Career: AP Psychology career presentation	Career: 3 rd grade walking field trip, 5 th grade NTCC introduction, 5th and 6 th grade career days, 6 th grade career lessons
Personal/social: PBIS Assembly, identify food and gift needs for the holidays, Social Emotional Learning (SEL) classroom lessons, Tier II Social Groups	Personal/social: Social Emotional Learning (SEL) classroom lessons, Senior Hallway lineup, PBIS Assembly
December	June
Academic: Child Study Team Meeting	Academic:
Career:	Career: Monitor student career portfolios for accuracy
Personal/social: Social Emotional Learning (SEL) classroom lessons, Social Groups	Personal/social: eSAP state reporting

CHS, Grades 7-12

July	January
Academic: Summer School Grades, Scheduling for New and Students and Student Failures, Prepare for Open House (7th grade schedules and parent meeting), Senior Credit Reports, Organize SAP Team	Academic: Keystone exams, Senior failure letters, Midterm Exams, Report Cards, Junior High NHS
Career: Graduation Pathways, CTE Programs, SAT Online Registration	Career: Camp Cadet, Set up shadows at NTCC
Personal/Social:	Personal/Social:
August	February
Academic: Scheduling, Open House and 7 th Grade Orientation, PSSA Results, IEPs to NTCC, Meet with Families of Retained Students, Testing Schedule, Senior Credit Reports	Academic: Upcoming Freshman Orientation, Scheduling Course Selection Sheets and Meetings, Progress Reports, Senior Failure Letters, Academic Planner
Career: Scheduling with NTCC, SAT	Career:
Personal/Social: 7 th Grade Orientation, Big Brother/Big Sister Recruitment, Backpack Program Flyer, Recruiting Student Mentors	Personal/Social: GO Budget
September	March
Academic: Schedule Changes, Dual-Enrollment Registration, Progress Reports	Academic: 8th-11th Grade Small Group Scheduling Meetings, AP Exam Ordering Preparation, Build Master Schedule, Report Cards, Senior Failure Letters
Career: Mansfield College Day, Senior Appointments, PSAT Organization/Meet with Sophomores and Juniors, Promote Financial Aid Night, Individual Senior Meetings, Red Rock Placements, ASVAB advertising and meetings	Career: Junior Appointments, SAT, PFEW, NTRPDC Career Fair
Personal/Social: Big Brother/Big Sister Recruitment, Signs of Suicide Classes	Personal/Social: Junior Appointments
October	April
Academic: HOBY, Check First Quarter Grades, Report Cards	Academic: 8th-11th Grade Small Group Scheduling Meetings, PSSA Testing, Run Student Scheduler, Progress Reports, Senior Failure Letters

Career: Financial Aid Night, PSAT Testing, ACT Testing, ASVAB, Selective Service, Advertise Financial Aid Night, AP Psychology Presentation, Develop Tioga Field Trip (Manufacturing and Trades)	Career: ACT
Personal/Social: Too Good for Drugs Class Meetings	Personal/Social: Freshman Orientation
November	May
Academic: PTC, Keystone Results, Senior High NHS, Organize keystones	Academic: PSSA, Keystone exams, Report Cards, Senior Awards/Scholarships, 6th-7th Grade Transition, Final Exams
Career: SAT, ASVAB Score Interpretation, Financial Aid Night, Develop Tioga Field Trip (Health and Human Services)	Career: UPMC Medical Day Field Trip, 8 th Grade NTCC Field Trip, AP Exams
Personal/Social: Too Good for Drugs Class Meetings, Secret Santa	Personal/Social: Graduation
December	June
Academic: Keystone Exams, Progress Reports	Academic: SAP State Reporting, Summer School Letters and Registration, Retention Letters, Scheduling, Final Transcripts, Dual-Enrollment Grades
Career: Review PSAT Results, 10 th Grade NTCC Field Trip	Career: SAT, ACT
Personal/Social: Secret Santa	Personal/Social: Meet individually with students as needed

Ongoing Monthly Counseling Activities

Grades K-6

<u>Counselor Related</u>	<u>Non Counselor Related</u>
Individual counseling	Assist with discipline
Classroom guidance	Test administrator of small group and make ups for PSSA
Group counseling	Attendance Meeting organization
Reviewing new student records	Food pantry snack table

Consultation with professionals	Backpack program organization and delivery
Social skill instruction	Cover classrooms where needed
Internet safety lessons	Cover PBIS Prize Room
Coordinating with Community and School Based Behavioral Health	Faculty Meetings Monthly
School Attendance Improvement Plans/meetings	
Participate in IEP mtgs	
Participate in 504 mtgs	
WIN team meetings	
eSAP Team Coordinator	
Parent calls/meetings	
Coordinate w/ outside agencies	
Behavior planning/intervention	
Provide school psychologist w/ information for evals and plans	
Observations	
339 Planning, coordination, meetings, trainings	
Monthly County Counselor meeting	
Mandated reporting	
Child Study team	
Crisis response	
Providing parent resources	
Member of safety team	
Professional development	
Positive Behavior plans	
Kinesthetic supports	
Restorative Circles	
Tier I/II Team member	
Threat Assessments	
Classroom Second Step Lessons	
Classroom Child Protection/Safe touch lessons	

CHS, Grades 7-12

<u>Counselor Related</u>	<u>Non-Counselor Related</u>
SAP Coordinator (take referrals, gather data, run weekly meetings, follow-up)	Keystone Assessment Coordinator
Participate in GIEP, IEP, 504 meetings (give input on particular students and recommendations for placement)	PSSA Assessment Coordinator
Individual Counseling (behavior, social, personal, academic, etc.)	College Board Assessment Coordinator (SSD Coordinator for SAT, PSAT, AP)

Parent Consultations (academic, student, family concerns, resources, calls, meetings and other issues)	ACT Testing Coordinator and SSD
Teacher Consultations (schedule changes, students, and parent conferences etc.)	ASVAB Coordinator
Scheduling Coordinator (NTCC, media studies, CKU, homerooms, lunch, students, teacher, preps, reserve)	Faculty Meetings Monthly
Smart Futures (7-12 district coordinator for high school)	Website and Social Media Updates about CHS Guidance Office
Mandated Reporter (report online through child-line, contact local CYS)	Coordinate Online Gifted Courses
New Student Enrollments (academic scheduling and review course history and grades)	Communication with post-secondary institutions
Transferring Students (finalize grades and send required information to new school)	SAT and ACT Sign Up Help
Small Group Guidance (counseling groups as needed, scheduling, review test results with students: ASVAB, SAT, ACT, PSAT's, etc.)	Promote GO Information on CASD Website and on Social Media Platforms
Tier II Meetings	Backpack Program and Snack Bins
Professional Development (trainings, conferences, workshops)	Comfort Closet Manager
339 Planning (coordination, meetings and trainings)	
Monthly Counselors Meetings	
Coordinate With Outside Agencies (Outreach/Truancy, CYS, Crisis, Concern, NTC, NTRPDC, Bradford County Action)	
Post-Secondary Counseling (college applications, transcripts, letters of recommendation, scholarships, schedule military and college visits, and financial aid assistance)	
Big Brother/Big Sister	
Dual-Enrollment Coordinator (college courses from two different colleges)	
Coordinate with Career Counselor/Coach	
Member of Code Blue Team (respond to emergencies, JOB DUTY: reporter)	
Student Work-up (credit work up, community service completion, on track to graduate with cohort)	
Student Mentors and Tutors (recruiting mentors and tutors, setting up meeting times, overseeing progress)	

External Resources for National Career Clusters

Career Clusters	External Resources
Agriculture, Food & Natural Resources	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Architecture & Construction	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Arts, A/V Technology, & Communications	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov

	www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Business Management & Administration	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Education & Training	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Finance	www.bls.gov/k12/

	www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/ https://everfi.com/
Government & Public Administration	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Health Services	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com

	www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Hospitality & Tourism	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Human Services	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Information Technology	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com

	https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Law, Public Safety, Corrections, & Security	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Manufacturing	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/

	https://www.smartfutures.org/
Marketing	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Science, Technology, Engineering, & Math	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov www.entre-ed.org www.livecareer.com www.onetonline.org https://www.princetonreview.com/college-search www.education.pa.gov/K-12/Career%20and%20Technical%20Education/ https://www.smartfutures.org/
Transportation, Distribution, & Logistics	www.bls.gov/k12/ www.bls.gov/ooh/ www.collegeboard.com https://bigfuture.collegeboard.org/ www.mymajors.com https://www.usnews.com/best-colleges www.educationplanner.org www.workstats.dli.pa.gov www.careeronestop.org www.cwds.pa.gov

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Websites	Description
www.collegeboard.com	Testing, test preparation, and college information website.
https://bigfuture.collegeboard.org/	Assists in career planning and choosing a college that is the right fit.
www.mymajors.com	Access to a 15-minute survey which results in recommendations for the best-fit majors that match one's academic achievement, aptitude, unique interests, and preferences.
https://www.usnews.com/best-colleges	US News. Expert advice, rankings, and data to help one navigate their education journey and find the best college.
www.educationplanner.org	PHEAA site for students, parents, and counselors.
www.bls.gov/k12/	Bureau of Labor Statistics. It includes many resources and information for students and educators.
www.bls.gov/ooh/	Occupational Outlook Handbook. New jobs projected; growth rate projected; and salaries
www.workstats.dli.pa.gov	From the PA Center for Workforce Information & Analysis. Includes access to PA workforce statistics
www.careeronestop.org	Sponsored by the US Department of Labor. Provides access to career, training, and job search resources.

www.cwds.pa.gov	Commonwealth Workforce Development System, PA Career Link. Provides online access to job openings; information about employers; services and training opportunities for job seekers; and labor market information
www.entre-ed.org	EntreEd promotes educational practices and programs that forge entrepreneurial capabilities in all students.
www.livecareer.com	A resume-building site.
www.onetonline.org	Tool for career exploration and job analysis. It has detailed descriptions of the world of work for use by job seekers.
https://www.princetonreview.com/college-search	Search colleges by cost, size, location, and more to find the best fit.
www.education.pa.gov/K-12/Career%20and%20Technical%20Education/	Search more than 80 PDE-approved career and technical education centers (CTC) across PA.
https://www.smartfutures.org/	Website for career education and workforce development.
https://everfi.com/	Website for financial literacy.

Annual Program Goals & Objectives

Grades K-6

Smart Format	Academic	Career	Personal/Social
<u>SPECIFIC:</u> What is the specific issue based on your schools' data?	There is a need for students to improve ELA skills	There are limited job opportunities in our rural community and students need to be exposed to careers from each of the 16 career clusters	Poor student attendance interferes with academic progress and personal/social development
<u>MEASURABLE:</u> How will we measure the effectiveness of our interventions?	We will measure the effectiveness of our intervention with student performance on PSSA's.	We will measure the effectiveness of our intervention by providing access to career experiences within each of the 16 career clusters	The attendance data will be compared with attendance data from previous school years.
<u>ATTAINABLE:</u> What outcome would stretch us but is still attainable	% of students will achieve a score of proficient or advanced on their ELA PSSA	100% of the career clusters will be represented through our career programming	The number of students in K-6 who have to have paperwork filed with the District Magistrate will decrease
<u>RESULTS:</u> Is the goal reported in results- oriented data (process, perception, outcome)	Process: Focused ELA interventions including implementing ECRI, Collins Writing, Perception: Track all data sources throughout the school year to project the number of students who will show growth, closing the gap, and moving toward proficient or advanced scores on the ELA PSSA Outcome: A higher percentage of students will score proficient or advanced on the PSSA than previous year	Process: Students will access a variety of career education opportunities including career fair, walking field trip, special presenters Perception: Track the diversity of careers that students have access to ensuring that every cluster has been represented Outcome: 100% of career clusters represented through planned career activities	Process: Students will receive tier 1 and tier 2 attendance incentives, SAIP meetings held for all students identified as truancy risks Perception: Track the number of students who require SAIP meetings and who require charges to be filed with the district magistrate Outcome: Reduce the number of students who need paperwork filed with the district magistrate
<u>TIMELINE:</u> When will the goal be accomplished?	By the end of the school year	By the end of the school year	By the end of the school year

Annual Program Goals & Objectives

CHS, Grades 7-12

Smart Format	Academic	Career	Personal/Social
<u>SPECIFIC:</u> What is the specific issue based on your schools' data?	Attendance and academics are related to career success. Attendance needs to be monitored to support successful school progress. Attendance officers, Tier II Team, and SAP Team monitor attendance and check for barriers to learning.	Seniors need to meet 1 of 5 graduation pathways. Students should have an awareness of careers and local career programs available to them in high school.	Students will gain an awareness of the resources available to assist them in developing communication skills as well as effective intrapersonal and interpersonal skills.
<u>MEASURABLE:</u> How will we measure the effectiveness of our interventions?	Weekly, the Attendance Officers, Tier II Team, and SAP Team will monitor all chronically tardy and absent students. The school counselor will facilitate follow-up with the school outreach worker and families of students. The SAP process works internally and externally by finding resources to assist referred students who have permission.	All seniors will meet at least one graduation pathway before graduation. The Guidance Office will provide awareness and exposure to post-secondary options (college, military, and workforce) through Smart Futures and NTCC.	The Counseling Department and the health education staff will provide information about Safe-to-Say, SAP, and community resources via seventh, eighth, and tenth grade Health class.
<u>ATTAINABLE:</u> What outcome would stretch us but is still attainable	90% of students will comply with our attendance policy	100% of seniors will meet one graduation pathway. 90% of students will complete Smart Futures and participate in NTCC trips.	90% of seventh, eighth, and tenth grade students will receive instruction and resources.
<u>RESULTS:</u> Is the goal reported in results- oriented data (process, perception, outcome)	Tardies and attendance will be documented and tabulated. Attendance issues will be filed with the local magistrate.	Graduation pathways will be documented. Smart Futures gradebook and activities log will be used to ensure students are utilizing it and meeting the requirements. Attendance on field trips will be taken, and attendees will post their field trip experiences in Smart Futures.	Results will be monitored via classroom attendance and grades.

<u>TIMELINE:</u> When will the goal be accomplished?	By the end of the school year, 90% of families will receive follow up.	By the end of the school year, 90% of Smart Futures activities will be completed for the required grade-level.	By the end of the school year, 90% of seventh, eighth, and tenth grade students will have received instruction, information, and resources.
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CTE Guidance Service Activities

Student Awareness:

Grade	Intervention/ Program/Events	Stakeholder Delivering	Data Used Success Indicator	Begin & End	Contact Person
5	NTCC Field Trip	NTCC	Student Feedback	October	Corrin West
5, 6	Career Fair	School Counselor, Educators, Students, Community Members	Graphic Organizer, Careers clusters represented	May	Corrin West
8	NTCC Tour	NTCC	Student Feedback	May	Jessica Watson
10	NTCC Field Trip	NTCC	Student Feedback	December-January	Jessica Watson
10	NTCC Individual Shadows	NTCC	Student Feedback	February	Jessica Watson
10, 11, 12	Mansfield College Day	Mansfield University	Student Feedback	September	Jessica Watson
10, 11, 12	Manufacturing and Trades Day	Develop Tioga	Student Feedback	October	Jessica Watson
10, 11, 12	Health and Human Services Field Trip	Develop Tioga	Student Feedback	November	Jessica Watson
9, 10	Career Fair	NTRPDC	Student Feedback	March	Jessica Watson
10, 11, 12	Medical Day Field Trip	UPMC	Student Feedback	May	Jessica Watson

Parent Awareness:

Intervention/ Program/Events	Date	Stakeholder Delivering	Data Used Success Indicator	Contact Person
NTCC Open House	May	NTCC	Attendance & Feedback	Gary Martell
Upcoming 7th Grade Orientation	August	School Counselor	Attendance & Feedback	Jessica Watson
Financial Aid Night	November	School Counselor	Attendance & Feedback	Jessica Watson

Upcoming Freshman Orientation	February	School Counselor	Attendance & Feedback	Jessica Watson
Scheduling Letter	March	School Counselor	# of parents receiving letter	Jessica Watson
Permission Slips for Field Trips	Various	School Counselor	# of permission slips turned in	Jessica Watson
Social Media Communication	Various	School Counselor	# of Views/Shares/Likes	Jessica Watson

Educator Awareness:

Intervention/ Program/Events	Date	Stakeholder Delivering	Data Used Success Indicator	Contact Person
8 th and 10 th Grade Tour	December -May	NTCC	Faculty Chaperones	Jen Farley/ Jessica Watson
Academic Planner	February	GO and PO	Teachers Updating Descriptions	Jessica Watson/ Donnie Jacopetti

Career Placement and Transition Services

for all students from school to work, college or military

School					
Grade	# of Students	Guidance Activity that leads to . . .	Employment	Postsecondary Education	Military
11-12	10-15	College Information		College Representatives hold meetings.	
11-12	30-40	College Decision Making		Attend three college tours each year.	
11-12	10-15	Job/Career Knowledge	Attend three job shadowing experiences each year.		
11-12	5-10	Military Information			Meet with military branches at lunch time.
11-12	20-30	SAT and ACT Testing		Students can sign up and take these tests at CHS three times per school year.	

11-12	5-10	ASVAB Testing and Analysis			Students who are interested in the military take this test and analyze the possible job opportunities.
11-12	10-15	Transitioning from School to Work	Transition Coordinator assists students in job information.		
11-12	45-50	Training at NTCC along with cooperating experiences	On-the-job information		
11-12	30-40	Dual-enrollment opportunities		Students can earn dual-enrollment credits from Lackawanna and Keystone College that will transfer to most colleges.	

Consultation with Teachers and Administrators

Grades K-6

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students K-12	Prevention, Intervention and Responsive Services Address school and student needs	Individual Student Planning Assist students and parents in development of academic and career plans.	Support System Includes program, staff, and school support activities and services
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation	Purpose Prevention, Intervention and Responsive services to groups and/or individuals	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions	Purpose Program delivery and support
Academic -KinderCamp -Open House -6 th Grade Promotion -PBIS support -PBIS Tier I team -CAVE enrollment -New Student Orientation	Academic -Child Study Team -WIN team meetings -Student Attendance Improvement Plans/meetings -Senior Mentor Program -Transition Study Team-6 th to 7 th grade - Early Intervention meeting -Coordinate with outreach	Academic -Reviewing new student records/new student orientation -Kindergarten support -Move up day -Attend orientation -Plan with HS counselor -Parent Teacher Conferences -WIN Team meetings	Counselor Related -Student concerns and SAP coordinator -Weekender backpack program and counseling topics table at Open House -Send invites to stakeholders for Advisory Council -Attend IEP mtgs -Attend 504 mtgs -Professional development -Collect student data and analyze intervention results -Attend EI meetings for EI to school transitions -Attend intake meetings -Complete all SAP related paperwork and submit end of year report -Consultation with professionals -Provide school psychologist with information for evaluations -Observations -Provide input on class lists -Parent calls/meetings
Career -Walking Career field trip 3 rd grade -NTCC Introduction 5 th grade	Career -Career artifact organization/career standard alignment	Career -Career artifact catch up for new students	- Coordinating/making referrals with outside agencies - Provide parents with resources

<ul style="list-style-type: none"> -Career Fair- 5th and 6th grades -Student Council job applications -Present to AP Psych class -6th grade career clusters lesson 			<ul style="list-style-type: none"> -Transition Team 6th to 7th grade -Individual sessions -339 Programming -Regional Counselor Meetings -Mandated reporting -Crisis response -Parent Resources -Kinesthetic supports -Set up universal screener
Personal/social <ul style="list-style-type: none"> -Kindness Week -PBIS Tier II team interventions - Social Emotional Learning (SEL) classroom lessons - 2nd Step - Child protection unit - Signs of Suicide program - Too Good For Drugs - Catch my Breath 	Personal/social <ul style="list-style-type: none"> -Individual Student support -Social groups -Weekly student check ins -Coordinate donations for local families -Mandated reporting -Positive behavior plan incentives -Big Brother Big Sister recruitment and management -Restorative Circles -Assist with Tier 2 implementation 	Personal/social <ul style="list-style-type: none"> -Individual student meetings -Develop and assist with behavior plans and interventions -Parent-teacher conferences -Giving Tree Program -Holiday needs/resources for families 	Non-Counselor Related <ul style="list-style-type: none"> -Coordinate/train for PSSAs -Monitor PSSA testing -Assist in the development of 504 plans -Accommodations planning -Assist with student discipline
Percentage of Time 40% (recommended 35-45%)	Percentage of Time 40% (recommended 30-40%)	Percentage of Time 10% (recommended 5-10%)	Percentage of Time 10% (recommended 10-15%)

Grades 7-12

Guidance Curriculum Provides developmental, comprehensive guidance program content in a systematic way to all students K-12	Prevention, Intervention and Responsive Services Address school and student needs	Individual Student Planning Assist students and parents in development of academic and career plans.	Support System Includes program, staff, and school support activities and services
Purpose Student awareness, skill development and application of skills needed to achieve academically and be career and college ready by graduation	Purpose Prevention, Intervention and Responsive services to groups and/or individuals	Purpose Individual student academic and occupational planning, decision making, goal setting and preparing for academic transitions	Purpose Program delivery and support
Academic -7 th Grade Orientation (Students and Parents) -8 th Grade “Upcoming Freshman Orientation” – presentation to students and parents about scheduling and class selection -Master Schedule -Keystone Results -College Information -Scheduling -Schedule Changes -Classroom Presentations -PSAT Testing -ACT Testing -SAT Testing -Keystone Exams -Senior Individual -Appointments -Senior Failure Meetings -Failure Letters -Parent/Teacher Conferences -PSAT Results -Scheduling Presentations -Course Requests /Meetings -Junior Appointments -Graduation Requirements -Summer School Information -Senior Obligations	Academic -IEP & 504 Meetings -Senior Mentors -Parent Conferences -Failure Letters -Senior Failure Meetings -Summer School Information -Junior Appointments -Senior Appointments	Academic -New enrollments -Schedule changes -Individual conferences with students for academic concerns -Attend IEP and GIEP meetings -Individual meetings with seniors to review credits and plans for postsecondary -PHEAA/ Financial Aid Night -Parent teacher conferences	Academic -Enter summer school grades -Examine senior transcripts for all graduation requirements -Prepare and attend Open House -Enter summer school grades -Send IEP’s to CTE -HOBY - announce and select -Review report cards before posting -Parent conferences -Keystone Exam administration/ proctoring -Calculate GPA for 7th & 8th grade for NJHS -Plan for spring PSSA -Create the PSSA exams testing schedule -Academic Planner meetings with staff -Create Keystone exam schedule -Create AP test schedule -Administer PSSA exams -Hold seniors awards meeting to determine winners -Administer AP and Keystone exams -Send final transcripts for seniors -Organize summer school

			<ul style="list-style-type: none"> -Change schedules based on failures -Send failure letters -Prepare for and attend graduation -Answer phone calls and emails from parents -Parent meetings -Consultations with teachers -Faculty meetings -Facilitate meeting with parents, students and teachers
<p>Career</p> <ul style="list-style-type: none"> -Upcoming Freshman -Orientation (Students & Parents) -College Information -College Representatives -College Fair Information -Senior Appointments -ASVAB Testing -ASVAB Online Career -Exploration Program -Mansfield College Fair -Financial Aid Night -Junior Appointments -Official Transcripts to Colleges 	<p>Career</p> <ul style="list-style-type: none"> -8th Grade Career Day at Penn College -Financial Aid Night -Junior Appointments 	<p>Career</p> <ul style="list-style-type: none"> -Course selection meetings with 8-11 -Individual meeting with seniors to help with college and job applications 	<p>Career</p> <ul style="list-style-type: none"> -Schedule College and military visits -Write letters of recommendation and send transcripts -Schedule financial aid night and attend the presentation -Post and facilitate scholarships -Consultation with post secondary schools -Attend transition meetings -Schedule and proctor PSAT exam -Schedule and facilitate ASVAB Exam -ASVAB and PSAT score interpretations -Promote, schedule, facilitate and proctor SAT, ACT and AP exams
<p>Social/Emotional</p> <ul style="list-style-type: none"> -SAP Referrals -Open House -Upcoming Freshman -Orientation (Students & Parents) -Senior Appointments -ASVAB Results -Junior Appointments -Summer School Phone Calls 	<p>Social/Emotional</p> <ul style="list-style-type: none"> -SAP Agencies Contacted -SAP Referrals -Big Brother/Big Sisters -Mandated Reporter -School Outreach -Counseling Coordination -Too Good For Drugs -Signs of Suicide 	<p>Social/Emotional</p> <ul style="list-style-type: none"> -Individual counseling -Restorative small group meetings -Follow-up with new students -Tier II mentor meetings with students -Case management for SAP 	<p>Social/Emotional</p> <ul style="list-style-type: none"> -Coordinate weekly SAP Meetings -Attend weekly Tier II meetings -Consultations with outside agencies -Facilitate meeting with parents, students and teachers
<p>Percentage of Time 30% (recommended 35-45%)</p>	<p>Percentage of Time 25% (recommended 30-40%)</p>	<p>Percentage of Time 20% (recommended 5-10%)</p>	<p>Percentage of Time 25% (recommended 10-15%)</p>

Curriculum Action Plans

Kindergarten

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Fire Department Visit	13.1.3DE FG	Presentation	October	60	Outside/ theaterette		Students/ teachers/ Community	Kindergarten Teachers
Farm/Orchard Trip	13.1.3DE FG	Presentation	October	60	Field Trip		Students/ Teachers/ Community	Kindergarten teachers

1st Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
All About Me Poster	13.1.3A13 .3.3A	Poster	Sept	60	Classroom		Student/ Teacher	1st grade teachers
Weekly Readers	13.1.3DF G, 13.2.3E	Handout	All year	60	Classroom		Student/ Teachers	1st grade teachers

2nd Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Journal Writing/ Self-Exploration	13.1.3A 13.3.3A	Journal	All year	60	Classroom	Participation	Student/ Teacher	2nd Grade Teachers
Weekly Readers	13.1.3DFG, 13.2.3E	Handout	All year	60	Classroom	Participation	Student/ Teacher	2nd Grade Teachers

3rd Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
3 rd Grade Walking Field Trip	13.4.3A 13.2.3C 13.3.3F	On Site Materials	May	65	Local Businesses	Graphic Organizer, Thank you note	Students, Local Businesses, Teachers, Parents	Corrin West

4th Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Non-Traditional Career presentation	13.1.5B, C	Presentation	May	65	Classroom	Writing assignment	Teachers, Students, Presenters	4 th grade teachers
UGI Presentation	13.1.5F, G	On Site Materials	October	65	Theaterette	Written reflection	presenters, teachers, students	Corrin West
4 th Grade Career Research Project	13.1.5A 13.2.5A	Chromebooks	May	65	4 th grade classrooms	Class presentation	Teachers, Students	4 th grade teachers
Tri County Rural Electric/ Lineman	13.1.5D E	On Site Materials	January	65	Theaterette	Written reflection	Teachers, Students	4th grade teachers
Conservation Day	13.1.5A DE	On Site Materials	May	65	Classrooms , grounds	Written reflection	Teachers, Students, Presenters	4th grade teachers

5th Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Personal/Business letter writing	13.2.5C	Classroom materials	May	65	5 th grade classrooms	Business letter	Teachers, students	5 th grade teachers
Entrepreneur Presentation	13.4.5C	Classroom materials	May	65	5 th grade classrooms	Recorded responses to interview questions	Teachers, Students, Presenters	5 th grade teachers
Career Fair	13.1.8A BCEF	On Site Materials	May	130	Elementary Lobby, Theaterette, classrooms	Written reflection	Community members, Business representatives Teachers, Students	Corrin West
Career Center Presentation	13.1.5D	Student presentations	May	60	Gym lobby	Graphic Organizer	Students, HS students, teachers	Corrin West, Janelle VanNoy

6th Grade

Content /Program	ASCA Standard and/or CEW Domain	Materials	Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Career Research Paper	13.2.8B EG	Internet, Classroom materials, Google expedition	May	65	6 th grade classrooms	Research paper	Teachers, Students	6 th grade teachers
Career Fair	13.1.8A BCEF	On Site Materials	May	130	Elementary Lobby, Theaterette classrooms	Written reflection	Community members, Business reps, Teachers, Students	Corrin West

Product Creation	13.4.8A BC	Classroom materials	May	65	6 th grade classrooms	Business plan	Teachers, Students	6 th grade teachers
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Grade 7

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Learning Style Survey (Go in order for individualized career plan)	13.3.8	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Goal Setting	13.2.8 D	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Career Research	13.1.8.E	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Learning from Entrepreneurs	13.4.8 A	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Business Plan	13.4.8C	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Budgeting	13.3.8 D	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Individualized Career Plan	13.1.8 G	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Career Clusters and Pathways (Other lessons that can be done)	13.1.8C &D	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Resume	13.2.8 C	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Conflict Resolution	13.3.8 C	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Interests Survey	13.1.8.A &B	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Work Values Survey	13.3.8 A	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Knowledge Skill Ability Survey	13.1.8 A&B	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Career Acquisition Documents	13.2.8.C	Smart Futures	August 2024-May 2025	56	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson

Grade 8

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
Career Clusters and Pathways (Go in order for individualized career plan)	13.1.8C &D	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Interests Survey	13.1.8.A &B	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Work Values Survey	13.3.8 A	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Knowledge Skill Ability Survey	13.1.8 A&B	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Career Acquisition Documents	13.2.8.C	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
My Resume Activity	13.2.8C	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Explore Your CTC	13.1.8 D	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Individualized Career Plan	13.1.8 G	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Conflict Resolution (Other lesson that can be done)	13.3.8 C	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Upcoming Freshman Orientation	13.1.8.F. G.H.	PowerPoint District Curriculum Guide, Scheduling Papers	March 2025	60	Canton High School	Observation Feedback	Students, Teachers, Parents	Jessica Watson
NTCC Field Trip	13.1.8.C	Tour, Handouts	May 2025	60	Northern Tier Career Center	Survey, Observation	Students, Teachers, Post-Secondary	Jessica Watson
Career 8 Class	All Standards	Smart Futures, Google Classroom, Handouts, and Materials	9-weeks class	60	Canton Jr./Sr. High School	Smart Futures Data and Classroom Quizzes, Tests, and Projects	Students, Teacher	Kasey Lyon and Jessica Watson

Grade 9

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder Delivering	Contact Person
New Thinking about Career Success (Go in order for individualized career plan and portfolio)	13.1.11 B	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Personal Interests	13.1.11.A& B	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
The Entrepreneur Within	13.4.11.A& B	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Experience Careers while Still in School	13.1.11. D & F	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Active Listening	13.2.11.A & B 13.3.11 B	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Personal Budget	13.3.11.D	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Update My Resume	13.2.11. C	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Individualized Career Plan	13.1.11 G	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Update Career Portfolio	13.1.11 G	Smart Futures	August 2024-May 2025	58	Canton Jr./Sr. High School	Completed Portfolio	Students, Teachers	Jessica Watson
9th to 10 th Grade Scheduling Meeting	13.1.11.FF, G, &H	District Curriculum Guide, Scheduling Papers	March 2025	58	Canton Jr./Sr. High School	Observation, Completed Paperwork	Students, Parents, Teachers	Jessica Watson
Community Service Graduation Requirement		On-Site Materials	August 2024-May 2025	58	Canton High School/ Community	Completed Paperwork	Students, Parents, Teachers, Community	Jessica Watson
Career Exploration Class	All Standards	Smart Futures, Google Classroom, Handouts, and Materials	9-weeks class	58	Canton Jr./Sr. High School	Smart Futures Data and Classroom Quizzes, Tests, and Projects	Students, Teacher	Mr. Lyon and Mrs. Watson
Agriculture/FFA	All Standards	Class materials/handouts/Google Classroom, Field Trips, competitions	August 2024-May 2025	5-10	Canton Jr./Sr. High School	Assignments, Quizzes, Tests, Projects, Competitions	Students, Teacher	Mr. Hojnowski and Mrs. Watson

Grade 10

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder Delivering	Contact Person
PSAT Exam Grades 10-11	13.1.11.A	Exam	October 2024	30	Canton Jr./Sr. High School	PSAT Assessment Results	Students, Teachers, Parents	Jessica Watson
ASVAB and Interpretation	13.1.11. A & B	Exam	November 2024	72	Canton Jr./Sr. High School	ASVAB Assessment Results	Students, Teachers, Parents	Jessica Watson
Personal Finance Class	13.3.11 D	EverFi, Google Classroom, Handouts, and Materials	9-weeks course	72	Canton Jr./Sr. High School	Quizzes, Tests, and Projects	Students, Teacher	Tyler Sechrist and Jessica Watson
My Personality Type (Go in order for individualized career plan and portfolio)	13.1.11.A & B	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Preparation for Career	13.1.11.D & F	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Career Clusters and Pathways	13.1.11. C & D	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Abilities and Aptitudes	13.1.11.A & B	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Job Application	13.2.11. C	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Update My Resume	13.2.11. C	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Individualized Career Plan	13.1.11 G	Smart Futures	August 2024-May 2025	72	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Update Career Portfolio	13.1.8. F, G, &H	District Curriculum Guide, Scheduling Papers	August 2024-May 2025	72	Canton Jr./Sr. High School	Observation Completed Paperwork	Students, Parents, Career Teacher	Jessica Watson
NTCC Field Trip	13.1.8.C	Handouts/ Tour	December 2024	72	Northern Tier Career Center	Survey/ Observation	Students, Teacher,, Post-Secondary	Jessica Watson
10th to 11 th Grade Scheduling Meeting	13.1.8 F, G,& H	District Curriculum Guide, Scheduling Papers	March 2025	72	Canton Jr./Sr. High School	Observation , Completed Paperwork	Students, Parents, Teachers	Jessica Watson
Community Service Graduation Requirement		On-Site Materials	August 2024-May 2025	72	Canton Jr./Sr. High School/ Community	Completed Paperwork	Students, Teachers, Parents, Community	Jessica Watson

Agriculture/FFA	All Standards	Class materials/ handouts/ Google Classroom, Field Trips, competitions	August 2024-May 2025	5-10	Canton Jr./Sr. High School	Assignment, Quizzes, Tests, Projects, Competition	Students, Teacher	Mr. Hojnowski and Mrs. Watson
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Grade 11

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
PHEAA Financial Aid Workshop	13.1.11.G	PowerPoint, PHEAA Handouts	November 2024	25	Canton Jr./Sr. High School	Observation Discussion	Students, Parents, Teachers, Community	Jessica Watson
11th to 12 th Grade Scheduling Meeting	13.1.8. F, G, &H	District Curriculum Guide, Scheduling Papers	March 2025	60	Canton Jr./Sr. High School	Observation Completed Paperwork	Students, Parents, Teachers	Jessica Watson
PSAT Exam Grades 10-11	13.1.11.A	Exam	October 2024	30	Canton Jr./Sr. High School	PSAT Assessment Results	Students, Teachers, Parents	Jessica Watson
ASVAB and Interpretation	13.1.11.A	Exam	November 2024	5	Canton Jr./Sr. High School	ASVAB Assessment Results	Students, Teachers, Parents	Jessica Watson
Community Service Graduation Requirement		On-Site Materials	August 2024-May 2025	60	Canton Jr./Sr. High School/ Community	Completed Paperwork	Students, Teachers, Parents, Community	Jessica Watson
Multiple Intelligences	13.1.11.A& B	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Personal Interests	13.1.11. A&B	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Selecting Your Career Goal	13.1.11. B & E	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
My Program or Majors	13.1.11. D & F	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
College Survey	13.1.11 .F	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Job Interviews	13.2.11.A& C	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Update My Resume	13.2.11. C	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Individualized Career Plan	13.1.11 G	Smart Futures	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson

Update Career Portfolio	13.1.8, F, G, &H	District Curriculum Guide, Scheduling Papers	August 2024-May 2025	60	Canton Jr./Sr. High School	Observation Completed Paperwork	Students, Parents, Career Teacher	Jessica Watson
Research Management and Employability Skills	All Standards	Smart Futures, Google Classroom, Handouts, and Materials	August 2024-May 2025	60	Canton Jr./Sr. High School	Smart Futures Data and Classroom Quizzes, Tests, and Projects	Students, Teacher	Kasey Lyon and Jessica Watson
Public Speaking Class	13.1.11 G 13.2.11 A, C 13.1.11B	Google Classroom, Handouts, and Materials	August 2024-May 2025	5	Canton Jr./Sr. High School	Resume, mock interview, letter of appreciation presentation and debate	Teacher and Students	Stacey Segur and Jessica Watson
Agriculture/FFA	All Standards	Class materials/handouts/Google Classroom, Field Trips, competitions	August 2024-May 2025	5-10	Canton Jr./Sr. High School	Assignment, Quizzes, Tests, Projects, Competition	Students, Teacher	Mr. Hojnowski and Mrs. Watson

Grade 12

Content /Program	ASCA Standard and/or CEW Domain	Materials	Start and End Date	# of Students Affected	Location	Evaluation and Assessment	Stakeholder	Contact Person
College Fair	13.1.11.F	Field Trips, On-Site Materials	September 2024	40	Mansfield University	Discussion, Feedback	Students, Post-Secondary	Jessica Watson
College Tours	13.1.11.F	Field Trips, On-Site Materials	September 2024-May 2025	40	Post-Secondary Institutions	Discussion, Feedback	Students, Parents, Post-Secondary	Jessica Watson
College Representatives	13.1.11.F & H	College Pamphlets	September 2024-April 2025	30	Canton Jr./Sr. High School	College Acceptance	Students, Counselors, Post-Secondary	Jessica Watson
Military Representatives	13.1.11.F & H	Pamphlets	September 2024-April 2025	10	Canton Jr./Sr. High School	Military Enrollment	Students, Counselors, Post-Secondary	Jessica Watson
PHEAA Financial Aid Workshop	13.3.11.D	PowerPoint, PHEAA Handouts	November 2024	10	Canton Jr./Sr. High School	Observation, Discussion	Students, Parents, Teachers, Community	Jessica Watson
Senior Meetings	13.3.11.A	Handouts, Websites, Resources	September 2024-January 2025	64	Canton Jr./Sr. High School	Graduation Rate, College Acceptance, Job Placement	Students, Counselors	Jessica Watson

Scholarships and Opportunities	13.1.11F	Guidance, Handouts, Webpage, Bulletin	September 2024-May 2025	40	Canton Jr./Sr. High School	Graduation Awards	Students, Counselors, Community, Post-Secondary Students	Jessica Watson
Update My Resume	13.2.11. C	Smart Futures	August 2024-May 2025	64	Canton Jr./Sr. High School	Smart Futures Data	Students, Teachers	Jessica Watson
Individualized Career Plan	13.1.11 G	Smart Futures	August 2024-May 2025	64	Canton Jr./Sr. High School	Smart Futures Data	Career Teacher, Student	Jessica Watson
Update Career Portfolio	13.1.8. F, G, &H	District Curriculum Guide, Scheduling Papers	August 2024-May 2025	64	Canton Jr./Sr. High School	Observation, Completed Paperwork	Students, Parents, Career Teacher	Jessica Watson
ASVAB and Interpretation	13.1.11 A & B	Exam	November 2025	5	Canton Jr./Sr. High School	ASVAB Assessment Results	Students, Teachers, Parents	Jessica Watson
Community Service Graduation Requirement		On-Site Materials	August 2024-May 2025	64	Canton Jr./Sr. High School/Community	Completed Paperwork	Students, Teachers, Parents, Community	Jessica Watson
Advanced Placement Testing	13.1.11.A	On-Site Materials, Handouts	May 2025	40	Canton Jr./Sr. High School	Scores, College Acceptance	Educators, Counselors, Students, Post-Secondary	Jessica Watson
College Applications	13.2.11.C	Websites, On-Site Materials	September 2024-May 2025	40	Canton Jr./Sr. High School	College Acceptance	Counselors, Students, Post-Secondary, Parents	Jessica Watson
Financial Literacy and Money Management Class	13.3.11 D	EverFi, Google Classroom, Handouts, and Materials	August 2024-May 2025	64	Canton Jr./Sr. High School	Quizzes, Tests, Assignments, and Projects	Teacher and Students	Tyler Sechrist and Jessica Watson
Public Speaking Class	13.1.11 G 13.2.11 A, C 13.1.11B	Google Classroom, Handouts, and Materials	August 2024-May 2025	9	Canton Jr./Sr. High School	Resume, mock interview, letter of appreciation, presentation, and debate	Teacher and Students	Stacey Segur and Jessica Watson
Composition Class	13.1.11 E, G, & H 13.2.11 A, C 13.3.11E	Google Classroom, Handouts, and Materials	August 2024-May 2025	11	Canton Jr./Sr. High School	Writing for My Future Unit: Applying for College, Scholarships, and Career	Teacher and Students	Stacey Segur and Jessica Watson
Agriculture/FFA	All Standards	Class materials/handouts/Google Classroom, Field Trips, competitions	August 2024-May 2025	5-10	Canton Jr./Sr. High School	Assignments, Quizzes, Tests, Projects, Competitions	Students, Teacher	Mr. Hojnowski and Mrs. Watson

WW 01/17/25
Bd App 02/13/25



Canton Area School District
509 E. Main Street
Canton, Pa 17724

Dear Canton Area School Board Members,

LETTER OF AGREEMENT WITH INDEPENDENT CONTRACTOR

LOCATION OF SERVICE TO BE PERFORMED: Canton, Pa and CASD parking area or area designated by the student driver/parents.

DESCRIPTION OF SERVICE TO BE PERFORMED: Providing behind the wheel training to qualifying students.

COMPENSATION: There is no cost to the school district.

THIS AGREEMENT is made as of June 1, 2025, by and between Canton Area School District hereinafter called "CASD," and Mac's Driving Academy hereinafter called "Independent Contractor" for the work or services described above and is subject to the following conditions:

1. The Independent Contractor agrees to conduct the performance of the work or services described above in a workmanlike and professional manner and in conformity with all laws, rules, regulations and codes of ethics binding upon or applicable to one doing the type of work or services provided for herein.
2. It is agreed between the parties that the Independent Contractor will be responsible for his equipment, transportation, insurance, and all of his own expenses in connection with the furnishing of the work or services described above, and will pay his own and his employees' FICA and other taxes. As part of this Agreement, the Independent Contractor warrants that he has sufficient Workers' Compensation insurance in place to cover his employees working at the above location and performing the work or services pursuant to or in connection with this Agreement.
3. It is distinctly understood and agreed that the Independent Contractor is not an employee, servant or agent of CASD, but is an Independent Contractor on his own.

CASD (or designated representative)

CASD Superintendent

INDEPENDENT CONTRACTOR

Tim A McAninch
Mac's Driving Academy, LLC/Owner

**END-OF-COURSE SKILLS TEST
INSTRUCTOR CERTIFICATION**



INSTRUCTOR INFORMATION

Name: Tim A McAninch Driver License #: 21 838 366
Home Address: 14 Troy St. PO Box 73 Canton, PA 17724 Instructor Number: 48278
Email Address: tmcaninch@gmail.com Phone #: 570 404 7315

SCHOOL DISTRICT INFORMATION (ONE FORM PER SCHOOL)

Name of School: Canton School District County: Bradford
School Address: 509 E. Main St Canton Pa 17724 Contact Person: Dr Amy Martell
(at school district)
Phone #: 570 673 3191 Email: amartell@canton.k12.pa.us
(contact person's number) (contact person's email)

AFFIDAVIT FOR CERTIFICATION AS AN INSTRUCTOR

I swear and affirm that I have been provided with a copy of the EOCST Program requirements. I understand and agree that failure to administer the training program as prescribed by these documents may result in the decertification of my instructor testing privileges.

Tim A. McAninch
INSTRUCTOR SIGNATURE

1/14/2025
DATE

SCHOOL DISTRICT SUPERINTENDENT INFORMATION

Each statement must be initialed by the School District Superintendent.

- ☐ I swear and affirm that this instructor has an agreement with this School District to conduct the EOCST on behalf of the School District. I have been provided with copies of the EOCST Program requirements and I understand the roles and duties of an EOCST instructor.
- ☐ I understand that failure to administer the training program as prescribed by these documents may result in the decertification of the instructors testing privileges.
- ☐ I understand the instructor meets all necessary EOCST Program requirements to administer the EOCST to the students currently enrolled in my School District.
- ☐ I understand that all EOCST program-related documents will be maintained securely within my School District facility in a locked file cabinet.
Location of locked file cabinet: _____

Name (please print): Amy Martell Phone Number: 570 673 3191

Superintendent Signature: _____ Date: Feb 13, 2025



END OF COURSE SKILLS TEST PROGRAM REQUIREMENTS

Enclosure #2

PROGRAM OVERVIEW

The End Of Course Skills Testing (EOCST) program affords high school students, who are enrolled in a Department of Education-approved driver's education program, at or through their school district, an opportunity to take their driving test the last half-hour of the 6-hours of behind the wheel instruction, provided the requirements contained within this document are met. The high school for the school district will be considered the designated test center for the purposes of this program for their students. The EOCST is equivalent to the driver's test given at the Driver License Centers and the Third-Party testing locations. The school district or the EOCST Instructor may not charge any fees for the EOCST test. Testing requirements and scoring procedures will be provided by the Department of Transportation. The test will consist of maneuvers which include; starting the vehicle, stopping, turning, parallel parking, and other general driving behaviors.

The Department acknowledges that some School Districts have contracted their driver's education program out to a Private Driver Training School, Intermediate Unit or a Community College. In those cases, the School District is still responsible for the oversight of this EOCST program and must provide written authorization to the Department for any EOCST Instructors who will be providing the EOCST to their students, even if that EOCST Instructor is not employed by the school district.

PROGRAM REQUIREMENTS

- The test may only be administered to students enrolled in your school's driver education program who have successfully completed the 30 hours of in-classroom theory or 30 hours of a web-based theory program approved by the Department of Education.
- Student's must have 65 hours of behind the wheel skill-building completed and must have the parent/guardian form completed prior to testing.
- Student's must meet state licensing requirements to be eligible to participate in this program.

- The test will be given during the last half-hour of the six hour on-road instruction. No additional time is required unless warranted by the EOCST Instructor and approved by the school district.
- Testing may only be done during daylight hours.
- Testing family members or friends is not permitted.
- The school district may set administrative conditions and limitations for the program as long as they do not conflict with Department requirements and are applied equally.
- The EOCST Instructor must either be employed by the school district or have a written agreement with the school district to administer the EOCST to the district's students.
- The school district is responsible to notify the Department immediately if an EOCST program instructor retires or separates from employment.
- Both the EOCST Instructor and the Superintendent of the school district must review the program requirements and sign the acknowledgements on the EOCST Instructor certification form. This form must be signed by the EOCST Instructor and the superintendent of the school district that is providing authorization to administer the ECOST program to their students.
- All EOCST instructors will be audited by the Department to ensure they are administering the test and scoring correctly, as well as retaining the proper paperwork.
- All EOCST program documents are to be secured, in a locked cabinet, at the school district location daily. In no case should any documents containing customer information be secured in a vehicle, a place of residence, or a personal computer.
- School districts must retain EOCST program documents for 1 year. All files are to be purged in a secure manner.
- The Department reserves the right to require electronic posting of EOCST results through a Department-approved electronic process at a future time as determined by the Department.
- Instructors participating in the EOCST program, may not participate in the Department's Third Party Non CDL testing program.

EOCST INSTRUCTOR REQUIREMENTS

- The EOCST instructor must be certified by the Department of Education to conduct driver's education in Pennsylvania.
- Annual re-certification Process:
 - The EOCST Instructor certification form must be completed. This form must be signed by the EOCST Instructor and the superintendent of the school district that is providing the EOCST Instructor authorization to administer the EOCST program to their students. If the EOCST Instructor has authorization for multiple schools, this form is required for each school.
 - Provide a copy of your valid certificate issued from the Department of education indicating you are certified to conduct driver's education in Pennsylvania.
 - Any EOCST examiner working directly with persons under the age of 18 must obtain child abuse clearance. Please provide a valid copy of your Child Abuse Clearance certificate.
 - The EOCST Instructor must sign a Department record information Confidentiality Policy statement.
 - Provide all test route requirements. (if your test route has changed from the previous test route you submitted or if you are adding additional tests routes; please include an updated test route map and narrative, including the location you intend to use as your parallel parking area.
 - Attend a Department EOCST program instructor recertification training session. Please note: All necessary documents (listed above), must first be submitted and approved by the Department prior to attending the training.

- Must be at least 21 years of age.
- Instructor is not permitted to administer the test prior to the 'test eligibility date' (on the permit) or after the permit expiry date.
- Instructor must administer a minimum of 12 tests per year. The instructor may submit a request for waiver of the minimum test requirements. This request must provide clear justification on why the waiver is being requested.
- Instructor may allow up to 2 students in a vehicle if directed by the school district.
- Instructor may not charge for the test. If the student is not ready at the time of testing or does not pass, instructors may not provide additional testing time for a fee. Lab fees and contract fees may be charged as usual, but the instructors may not use this program to increase those fees or to begin charging those fees.
- If an instructor believes a student is not ready to take the test at the appointed time, the test does not have to be administered. If the school allows, the instructor may take more time with a student to provide necessary instruction. If a student does not want to take the test from the instructor for licensing purposes, the student will have the option of going to a Driver License Center.
- Instructor is responsible for submission of all tests results (pass and fails) and parental/guardian forms to the Department the same day or within 24 hours of the exam.
- Instructor must ensure that all EOCST program documents are secured at the affiliated school district location daily. Instructors that administer test to multiple school districts must ensure that all documents are securely maintained at the school where the student is enrolled. In no case, should any documents containing customer information be secured in a vehicle, a place of residence, or a personal computer.
- Instructor must have a Department approved test route for all school district students.
- All EOCST instructors will be audited by the Department to ensure they are administering the test and scoring correctly as well as retaining the proper paperwork.

Instructor must relinquish their stamp and instructor certificate to the Department upon separation from employment or retirement from service, or as the Department requires.

TEST ROUTE REQUIREMENTS

Effective September 1, 2017 or a date as designated by the Department, all skills test routes must include parallel parking. The parallel parking maneuver must be the first part of the test prior to going on the public roadway. The applicant must perform the parallel parking maneuver on an obstacle-free test pad located at the high school prior to going on the public roadway.

NOTE: Parallel parking specifications:

The high school's parking area must measure 8' X 24' and have sufficient room to conduct the maneuver on an obstacle-free pad. The parallel parking area must have cones or barrels placed at the top and bottom of the parking space and a cement curb. The area is to represent a 'street' parking scenario and the cones represent parked cars.

The Road Skills Route must incorporate a minimum of:

- 2 right turns
- 2 left turns
- 1 traffic control device (stop sign or traffic signal)
- 1 speed zone change
- Minimum of 15 minutes long

If a student successfully completes the EOCST, the EOCST instructor will stamp the student's learner's permit. This stamped permit serves as a temporary license, valid for 120 days until the camera card is received in the mail. Upon receipt of the camera card, the student must go to a PennDOT Photo Center to have their photo taken. Under no circumstance should an instructor send a student to a Driver License Center without a camera card.

All approved courses must begin and end at the school.

NOTE: Since you are only permitted to test students on a Department approved route, it is strongly recommended to develop an alternate test route due to road closures, construction, accidents.

NON-COMPLIANCE WITH PROGRAM REQUIREMENTS

The Department reserves the right to decertify the instructor when the Department receives information of noncompliance with the program requirements or for causes which includes, but is not limited to:

- Instructor's operating privilege is suspended, revoked, recalled or disqualified.
- Testing an applicant prior to 'test eligibility date' listed on permit.
- Testing an applicant on an expired permit.
- Failure to properly administer test.
- Failure to properly score test.
- Reporting false test results to the Department, unintentionally or intentionally.
- Failure to submit test results that are 'fails'.
- Testing students that are not enrolled in the School District that you have been authorized to test with.
- Testing students that have suspended driving privilege.
- Testing students without parental consent.
- Unsatisfactory audit findings, this includes storage of program documentation.

If the Department determines that ground for decertification exists for failure to comply with any of these program requirements, in lieu of decertification and at the Department's sole discretion; the department may require the EOCST instructor to submit a management plan that addresses the compliance issue. The Department at its discretion may allow the EOCST instructor 30 days to correct the deficiency. If the deficiency is not corrected, the EOCST instructor may be decertified.

ww 01/10/25
Bd App 02/13/25



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

**IDEA-Section 619
Pass Through Funds
Use of Funds Agreement
2024-2025**

Sub-grant agreement for Implementation of Individuals with Disabilities Act – Section 619, State EI by and between **BLaST IU 17** (hereinafter called "IU") and **Canton Area SD** (hereinafter called "LEA") enter into for the project period July 1, 2024 through June 30, 2025.

The LEA hereby agrees and assures that:

- A. The development and execution of this agreement shall be in accordance with IDEA Section 619; program guides issued by USDE; guidelines and directives issued by the Pennsylvania Departments of Education and Public Welfare, Office of Child Development and Early Learning (OCDEL); the terms of this agreement; and the provisions of the State IDEA Plan applicable to the period of this agreement. This agreement shall be subject to the provisions of all pertinent federal and Pennsylvania laws, regulations, and standards, as outlined in the IDEA Section 619 Contract and Contract between BLaST Intermediate Unit # 17 and the Pennsylvania Departments of Education and Public Welfare, OCDEL.
- B. Funds must be used to provide special education and related services to five-year-old children with disabilities enrolled in kindergarten.
- C. The LEA will maintain complete cost records of all expenditures made in association with this agreement, as well as employee, programmatic, statistical records, and supporting documents. Allowable costs as outlined in **attachment A**. Those records are to be available for inspection by a representative and/or auditor of the IU or Pennsylvania Departments of Education and Public Welfare, OCDEL, if needed.
- D. **Project Number: 131-24-0017 CFDA Number 84.173**
 - a. **Allocation: \$3,640 Project Name: IDEA 619 Pass Through**

The IU agrees to cooperate with the LEA in resolving any proposed disallowances the auditors of the LEA recommend as a result of audits, or any final audit disallowances imposed by the appropriate authorities. The Intermediate Unit shall not be held liable by the LEA for such disallowed costs.

Payments will be contingent upon receipt of funds from the Pennsylvania Departments of Education and Public Welfare, OCDEL.


BLaST IU 17 Representative

Date: 12/20/2024


Canton Area SD Representative Signature

Date: 12/20/24

ATTACHMENT A

Allowable costs for IDEA 619 can include, but may not be limited to:

- **Salaries for the following positions as related to kindergarten expenses:**
 - Teachers
 - Teacher Aides/Assistants
 - Paraprofessionals
 - Substitutes
 - Audiologists, Psychologists, Speech/Language Pathologists, Nursing Services (if the school district is the payor of last resort), OT, PT, Personal Care Assistants, Physician Services, Psychiatry, Social Work, Vision Services
- **Benefits for salaried positions as related to kindergarten expenses including:**
 - FICA. Please ensure a rate of 7.65% is used OR an explanation is provided why that rate was not used.
 - Employer contribution rate. Ensure the rate used doesn't exceed 6.18% of salaries.
 - Unemployment Compensation
 - Workman's Compensation
 - Group Insurance
 - Other benefits required through a collective bargaining agreement
- **As related to Kindergarten expenses:**
 - Contracts for technical services supporting the instructional program
 - Rentals for instructional, assessment, therapy and instructional office space
 - Equipment leases that support IDEA 619 personnel
 - Maintenance (charged as a pro-rated share of all funding)
 - Operational costs such as communications (e.g. telephone, printing and binding, and postage), utilities etc. that support IDEA 619 personnel
 - Advertising
 - Field Trips
 - Staff travel costs for service delivery for staff charged to the IDEA 619 budget
 - Audit Costs (charged as a pro-rated share of all funding)
 - Supplies, books and other pertinent reference materials
 - Equipment
 - Dues and Fees for organizational memberships
 - Indirect Costs not to exceed the school district's approved rate

The following costs are not allowable for IDEA 619:

- Any expenditure made before the beginning of the grant period or after the end of the grant period
- School transportation (except for field trips)
- Administrators
- Construction
- Business Office costs
- Dues and fees for individual memberships
- Travel costs EXCEPT for IDEA 619 paid staff or attendance at IDEA 619 paid activities
- Any costs in excess of the school district's allocation

ww 01/24/25
Bd App 02/13/25
(Revised)

**MINUTES
CANTON AREA SCHOOL DISTRICT
JANUARY 9, 2025**

The regular meeting of the Canton Area School District Board of Education was held in the Canton Jr/Sr High School Library on Thursday, January 9, 2025 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. John Ambruch, 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; Mr. Matt Jennings and Mrs. Sherry Lambert, newspaper reporters; and Ms. Cinda Dewey.

MINUTES

A motion was made by Mrs. Saray Neely and seconded by Mr. Denny Sourbeer to approve the minutes of the Reorganization Board Meeting of December 5, 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:

- Reminded the board that a Buildings and Grounds Committee meeting needs to be scheduled to discuss the facilities improvement grant of \$500,000. The potential plan is to overhaul both chillers by TRANE.
- The district purchased nine mega bags of playground tire mulch to replenish the mulch that actually "walks away" on the bottoms of shoes or is dispersed into the surrounding areas. A certain amount of mulch is needed to keep it safe for our students. The Bradford-Tioga County Head Start donated \$5,000 towards the purchase of this mulch. The total cost was \$9,000.
- It has been observed that speeding beyond the 10-mph limit has been occurring when families are headed to the elementary school for morning drop off. In addition, there have been a number of parents dropping off in areas not designated for drop off. In the morning there is heavy traffic of cars and buses, students crossing the street and riding bikes, as well as small children who tend to dart around on the sidewalks. We all must remember to drive cautiously to avoid accidents and to keep our students safe by dropping them off at the proper drop-off locations.
- BOCCE season started with a win against Troy. The next match is January 15th at Liberty.
- The Federal Monitoring Final Report Notice for Canton Area School District indicates we passed and are commended for our hard work to provide support and services to our students. Dr. Martell shared information about this monitoring.
- Last school year, Mrs. Essick had several students featured in writing competitions. Their works were published in two books. Dr. Martell shared these works.
- The Pennsylvania School Board Association donated the book *Buddy Bench* written by Patty Brozo and illustrated by Mike Deas, to our elementary library in appreciation of our district's

commitment to student success.

CITIZEN RECOGNITION – AGENDA RELATED

There were no comments.

BUSINESS

Treasurer's Report

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

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

Bills

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the bills for December.

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

Tax Additions, Exemptions and Exonerations

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

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

Transportation Changes

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

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

2025/2026 Bids

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to authorize advertising of bids related to the 2025/2026 school year.

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

2024/2025 Spring Sports Bid

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the 2024/2025 Spring Sports Bid in the amount of \$6,902.33.

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

Audit

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to accept the 2023/2024 financial audit as presented by EFPR Group.

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

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the Website Hosting Agreement between BLAST IU 17 and Canton Area School District.

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

Act 1 Resolution

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to accept the Act 1 Resolution which certified that the board will not raise any school district tax for the 2025/2026 budget at a rate that exceeds the 7.7% index.

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

Resolution

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the resolution setting tax collectors' commissions for 2026 - 2029 at \$0.65 per bill.

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

PERSONNEL

Revised Start Date

A motion was made by Mrs. Arica Jennings and seconded by Mr. John Ambruch to approve the revised start date for Garrett Wesneski from January 14, 2025 to January 13, 2025.

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

New Hire

A motion was made by Mrs. Arica Jennings and seconded by Mr. John Ambruch to approve the hiring of Alexa Dapp, Cafeteria Long-Term Substitute, at \$15 per hour, effective 1/13/25.

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

Unpaid Days

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

- a. Employee #1898, 14 days
- b. Employee #1917, ½ day

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

Retirement

A motion was made by Mrs. Arica Jennings and seconded by Mr. John Ambruch to accept the following retirement:

- a. Trina Beers, 3rd grade Teacher, effective May 31, 2025 with 31 years of service to the district.

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

Volunteer List Additions

A motion was made by Mrs. Arica Jennings and seconded by Mr. John Ambruch to approve the following additions to the volunteer list; all required paperwork has been completed:

- a. Brock Matthews, Boys' Basketball, retroactive to 12/10/24
- b. Becca Ross, Softball, retroactive to 12/20/24
- c. Lianne Landis, High School, retroactive to 12/27/24
- d. Jan Rumsey, PTA and CHS/CES field trips, retroactive to 1/02/25
- e. Tim McAninch, Track, retroactive to 1/07/25
- f. Leah Strong, Track, retroactive to 1/07/25

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

FINANCE/POLICY

Second Reading

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the second reading of the following new/revised policies:

- a. No. 005 Organization (revised)
- b. No. 202 Eligibility of Nonresident Students (revised)
- c. No. 236.1 Threat Assessment (revised)
- d. No. 254 Educational Opportunity for Military Children (revised)
- e. No. 308 Employment Contract/Board Resolution (revised)
- f. No. 607 Tuition Income (revised)
- g. No. 611 Purchases Budgeted (new)
- h. No. 805.2 School Security (revised)
- i. No. 810 Transportation (revised)
- j. No. 820 Identification Badges (new)
- k. No. 823 Opioid Antagonist (revised)
- l. No. 831 Electronic Searches (revised)

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

First Reading

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the first reading of the following revised policies:

- a. No. 610 Purchases Subject to Bid/Quotation
- b. No. 616 Payment of Bills

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

OTHER ITEMS

2025/2026 Calendar

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the 2025/2026 Canton Area School District Calendar.

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

Quarterly Reports

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the second quarter Central Treasury reports for the Canton Elementary School and the Canton Jr/Sr High School.

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

Agreement

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the Letter of Collaborative Agreement between Canton Area School District and Merakey.

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

Field Trip Requests

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the following overnight field trip requests:

- a. From Tammy MacWhinnie, January 22 - 24, 2025, to Berwick High School for District Band.
- b. From Tom Hojnowski, February 15 - 16, 2025, to Harrisburg for the ACES Leadership Conference.

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, at 4:45 p.m., to discuss personnel matters.

The next Board Meeting will be held Thursday, February 13, 2025, 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. Bill Holland and seconded by Mr. Ryann Allen.

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

Mrs. Sourbeer adjourned the meeting at approximately 5:22 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary

2025-2026 Budget

Total Operating Budget Minus Revenues Per District Percent

	2024-2025	2025-2026	Variance
	75% Quota 25% Usage	District Share	75% Quota 25% Usage
			Share (Decrease)
School	23.6051%	\$ 608,714	\$ 25,899
Attens	9.2233%	\$ 237,845	\$ 21,101
Canton	9.0203%	\$ 232,610	\$ 10,938
NE Bradfor	8.9904%	\$ 231,840	\$ 25,345
Sayre	5.5851%	\$ 144,025	\$ 23,025
Sullivan C	16.0899%	\$ 414,916	\$ 17,878
Towanda	14.6047%	\$ 376,616	\$ 25,498
Troy	12.8818%	\$ 332,187	\$ 41,717
Wyalsing	100.001%	\$ 2,578,753	\$ 191,402
			100%

Total (Operating and Debt) Budget

2025-2026 Total Budget	\$4,217,712
2024-2025 Total Budget	\$4,591,430
	-\$373,718

Total Operating (District Share)

2025-2026 School District Share	\$2,770,155
2024-2025 School District Share	\$2,578,753
Total Difference	\$191,402
Percent of Differ	7.422%

Revenues 2024-25

State Sources

Vocational Education	\$713,989
Social Security Subsidy	\$61,276
Retirement Subsidy	\$299,778
PCCD Mental Health Grant	\$70,000

Local Sources

Interest	\$4,000
Subsidy PN	\$25,000
Member District Carryover	\$118,667
Other Revenue	\$4,500

Revenues 2025-26

State Sources

Vocational Education	\$872,154
Social Security Subsidy	\$86,598
Retirement Subsidy	\$384,205
PCCD Mental Health Grant	\$0

Local Sources

Interest	\$50,000
LPN Rent Revenue	\$50,000
Member District Carryover	\$0
Subsidy PN	
Other Revenue	\$4,500

Total Sources of Revenue

Total Sources of Revenue	\$1,297,210
Debt Service	\$715,467
Operating Budget	\$3,875,963
Total with Debt	\$4,591,430
Local/State Revenues	\$1,297,210
Balance Due Member Districts	\$2,578,753

Total Sources of Revenue

Total Sources of Revenue	\$1,447,557
Debt Service	\$0
Operating Budget	\$4,217,712
Total with Debt	\$4,217,712
Local/State Revenues	\$1,447,557
Balance Due Member Districts	\$2,770,155



ADM's FOR 2025-2027 BUDGET

ADM Per Grade	Male	Female	School Total	Quota	Quota Rounded	Quota Percentage
ATHENS	331	262	593	131.51683168	132	23.49%
CANTON	118	99	217	48.12673267	48	8.59%
NE BRADFORD	104	108	212	47.01782178	47	8.40%
SAYRE	132	112	244	54.11485149	54	9.66%
SULLIVAN CTY	73	82	155	34.37623762	34	6.14%
TOWANDA	207	199	406	90.04356436	90	16.08%
TROY	205	162	367	81.39405941	81	14.53%
WYALUSING	162	169	331	73.40990099	73	13.11%
TOTALS	1,332	1,193	2,525	560	560	100.000%

	75 % of Total Budget			25% of Total Budget				Total	
	75%	Pupil Quota		23-24 VOC ADM STUDENTS	23-24 School % VADM	25%		Amount Per District	Total % Per District
ATHENS	23.49%	\$487,927	131.52	104	21.18%	\$146,688.45		\$634,614	22.909%
CANTON	8.59%	\$178,550	48.13	57	11.61%	\$80,396.56		\$258,946	9.348%
NE BRADFORD	8.40%	\$174,435	47.02	49	9.98%	\$69,112.83		\$243,548	8.792%
SAYRE	9.66%	\$200,767	54.11	40	8.15%	\$56,418.64		\$257,185	9.284%
SULLIVAN CTY	6.14%	\$127,557	34.38	28	5.70%	\$39,493.04		\$167,050	6.030%
TOWANDA	16.08%	\$334,061	90.04	70	14.26%	\$98,732.61		\$432,794	15.624%
TROY	14.53%	\$301,971	81.39	71	14.46%	\$100,143.08		\$402,114	14.516%
WYALUSING	13.11%	\$272,350	73.41	72	14.66%	\$101,553.54		\$373,903	13.498%
Total Budget	100.00%	\$2,077,618	560	491	100%	\$692,539		\$2,770,155	100%

Total Budget \$4,217,712
 Total Revenues \$1,447,557
 Total Budget Minus Revenues \$2,770,155
 75% Budget \$2,077,616
 25% Budget \$692,539
 Total Due from Districts \$2,770,155
 Per Pupil Cost 75% \$ 3,710
 Per Pupil Cost 25% \$ 1,410
 Total Student Cost \$ 5,120



Letter of Agreement

In order to ensure cooperative efforts and to facilitate continuity of care when serving individuals enrolled in the Canton Area School District and The Meadows Psychiatric Center ("The Meadows") agree to the following for the 2025-2026; 2026-2027 and 2027-2028 school years:

1. To respond to requests for clinical information in a timely manner and in accordance with applicable law. In accordance with appropriate Releases of Information or as otherwise permitted by applicable law, when requested, The Meadows will send Canton Area School District psychiatric information, relevant to each individual to whom they mutually provide services.
2. A designated professional from Canton Area School District agrees to collaborate with The Meadows for students who are receiving mental health and educational services.
3. All employees who have direct contact with children will maintain background clearances (Act 114, Act 151, and Act 34) current within 36 months, and be trained in child abuse recognition and reporting through an approved program every five years. Before hiring a new employee, The Meadows Psychiatric Center will verify employment history for Sexual Misconduct/Abuse Disclose through Act 168. The Meadows will notify the chief school administrator within 72 hours of an employee's arrest or conviction of an offense listed in Section 111(c). All records will be made available to Canton Area School District within 48 hours of the request.
4. This agreement assures that both agencies will abide by Federal and State standards regarding confidentiality of individual's information, as well as maintain the client's protected health information as required by law.
5. Canton Area School District agrees to pay The Meadows Psychiatric Center \$100 per day for educational services offered by a Pennsylvania Certified teacher, Monday through Friday, while their student is at The Meadows.
6. This letter will remain in effect until either party requests termination by a written 30-day notice.

Kristi L. Godin-Snyder, D.Ed
Director of Education
The Meadows Psychiatric Center

Jason Lieb, MS
CEO/Managing Director
The Meadows Psychiatric Center

School District Representative

Title

Date

Date

Date

WW 01/31/25
Bd App 02/13/25

MEMORANDUM OF UNDERSTANDING
Unified Champion Schools
Supervisor's Stipend 2024/2025

The parties to this agreement, the Canton Area Education Association (hereby referred to as Association) and the Canton Area School District (hereby referred to as District) agree to the following Memorandum of Understanding to the contract between the Association and the District, effective July 1, 2024 and shall sunset June 30, 2025:

Whereas: The District intends to participate in the Unified Champion Schools Program which offers a limited number of students to participate in a competitive, adaptive athletics league. The team will be comprised of an equal number of students with disabilities and students without disabilities.

Whereas: The District, in participating in the Unified Champion Schools Program, has entered into a Memorandum of Understanding to provide one thousand (\$1,000) per year to be distributed entirely to all supervisors, split into equal shares, if more than one.

Therefore: It is agreed that the supervisor(s) will each submit a co-curricular pay request, which the sum of all shall not exceed \$1,000, at the end of the fiscal year in which the district participates in the Unified Champion Schools Program.

Association Signature

Date

District Signature

Date

FIELD TRIP REQUEST

Destination(s): Region IV Chorus - Lewisburg, PA

How many subs
are needed:

Date of Trip 3/19-21/25 Day of Week W-F Leave Time 10:30 AM Return to School N/A

Number of Students/Adults 5/1 Circle One VAN BUS -- If you want a VAN, who will drive? R. Frye

Where will the bus load for the trip? 10-Passenger (If less students, then school van.)

Students will: (check one) ☐ Ride their regular bus home after the field trip.

☒ Arrange their own transportation home after the field trip.

Class or Grade Description Senior High Choir

Person in Charge R. Frye

Other Chaperones going: N/A

Objective of Trip: PMEA Choral Enrichment

**Estimated Cost
Of Trip -
Including Subs**

Nurse required to go on trip? ☐ YES ☒ NO

*student +
director registrations
not sent yet* Van - \$275

REGULATIONS

1. Persons in charge will 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.


SIGNATURE OF PERSON IN CHARGE

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 

Date 1/24/25

Business Manager:

Approved _____

Date _____

THIS SPACE FOR BUSINESS
OFFICE USE ONLY

*WW 01/31/25
Bd App 02/13/25*

Destination(s): <u>All-State PMEA</u>		How many subs are needed: <u>1</u>
Date of Trip <u>4/9-12/25</u> Day of Week <u>W-S</u> Leave Time <u>7:00 AM</u> Return to School <u>N/A</u>		
Number of Students/Adults <u>3/1</u> Circle One VAN BUS -- If you want a VAN, who will drive? _____		
Where will the bus load for the trip? _____		
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>SH Choir</u> Other Chaperones going: <u>N/A</u>		Person in Charge <u>R. Frye</u> <u>3 students quality</u> <u>unless more than</u>
Objective of Trip: <u>Enrichment and Competition</u>		Estimated Cost Of Trip - Including Subs
Nurse required to go on trip? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		\$ <u>1,500</u> <u>(will know more specifics in March)</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.		
		<u>Randee Frye</u> SIGNATURE OF PERSON IN CHARGE
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>21 4/25</u>
Business Manager:	Approved _____	Date _____
<u>WM 02/01/25</u> <u>Bd App 02/13/25</u>		

CANTON AREA SCHOOL DISTRICT AUTHORIZATION FOR EXPENDITURE

A.F.E. # 24/25-01

PROJECT NAME: BLaST Data Hosting Agreement

PROJECT DESCRIPTION AND JUSTIFICATION:

Migrate all data to BLaST, to be hosted, maintained and protected by BLaST.

BUDGETED AMOUNT: \$0

ESTIMATED USEFUL LIFE: 6 Months

ESTIMATED COST: \$8,500

ESTIMATED COMPLETION DATE: 2/14/2025

JULY	\$0
AUGUST	\$0
SEPTEMBER	\$0
OCTOBER	\$0
NOVEMBER	\$0
DECEMBER	\$0

JANUARY	\$0
FEBRUARY	\$8,500
MARCH	\$0
APRIL	\$0
MAY	\$0
JUNE	\$0

TOTAL \$8,500

RATE OF RETURN: N/A

PAYBACK PERIOD: N/A

SPONSOR:

DATE

2/13/2025

BUSINESS MGR.:

2/13/2025

SUPERINTENDENT:

2/13/2025

BOARD PRESIDENT:

2/13/2025



Intermediate Unit 17

Proposed 2025-2026 General Operations Budget

- Bradford
- Lycoming
- Sullivan
- Tioga

Board Member Copy

Office Locations:

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

Reviewed by the IU Council on January 9, 2025
Approved by the IU 17's Board of Directors on January 15, 2025.

BLaST IU 17

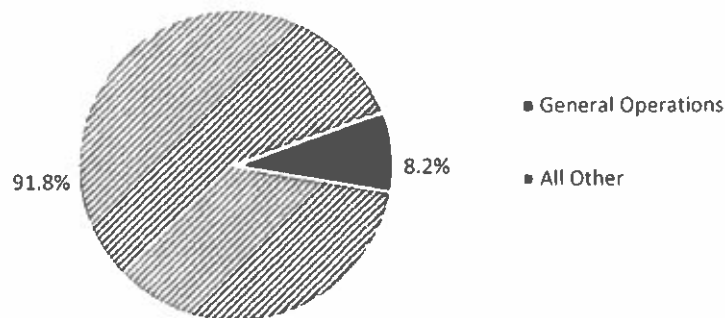
Proposed Budget

2025/2026

Executive Summary

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

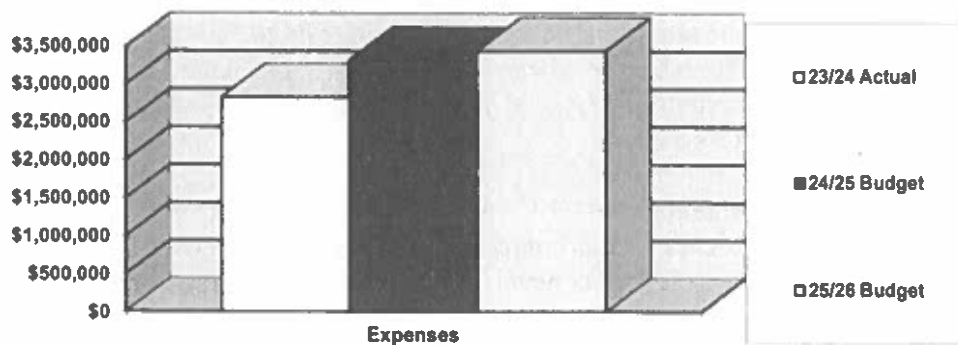
Overview:



This budget package contains a balanced budget for the General Operation (Funds 10 and 12) of IU 17. This budget does not include most program budgets for Federal, State, or local sources for specific purposes. Examples of these budgets are IDEA Supplemental Education Services (Individuals with Disability Education Act), Alternative Ed, partial hospitalization, Software consortium, eQUIP, etc. These budgets are governed by IU 17's Board of Directors and are adopted throughout the year. As the pie chart above illustrates, the General Operations Budget (Funds 10 and 12) comprises approximately 8.2% of the I.U. budgets, as compared to 8.1% last year.

General Operations:

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



Expenses:

As the above graph indicates, budgeted expenses are higher than last year's by approximately \$127,548, for an increase of 3.85%. Aside from normal year-over-year growth in employee salaries, a key driver in the increasing expenses is rising employee benefit costs. Early projections for healthcare insurance require a 8.7% budgetary increase for this benefit. Fortunately, growth in required employer share for PSERS retirement contributions has now slowed. The current budget reflects estimated 2025-26 salaries, with actual employee salaries to be set by the IU 17 Board of Directors during the Spring of 2025.

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

Revenue:

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

IU 17 receives a significant portion of its revenue from indirect cost streams related to many of its state and federal programs. As these programs continue to experience flat funding or very small increases, we are struggling to accommodate salary and benefit increases within program grant funds. As a result, the indirect cost pool is being tapped to help cover these expenses, placing additional pressure on General Operations revenue. To the extent these revenues decrease, fund balance will be used, if necessary.

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

There is no assessment to the IU 17 member school districts. On the affirmative vote of the IU Superintendents, we will request a \$2,000 per district contribution to help defer the cost of continuing professional development for school district administrative staff.

BUDGET ADOPTION PROCESS

1. The IU 17 Team prepares the General Operation Budget.
2. The IU 17 Advisory Council of Superintendents reviews the Budget.
3. Reviewed and recommended for adoption to the IU 17 Board of Directors.
4. The Intermediate Unit Board of Directors shall, at least thirty (30) days before May 1st, adopt and advertise the proposed Intermediate Unit budget.
5. Copies of the approved budget are provided to each school board member of each component school district for consideration and approval.
6. The budget approval requires: (a) the affirmative vote of a majority of the nineteen school districts, and (b) a majority of the proportionate weighted votes (as determined by the Pennsylvania Department of Education) calculated from the resolution. This resolution is to be submitted to the Intermediate Unit by each board's secretary no later than April 16, 2025.

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

	Revenue		
	23/24 Budget	24/25 Budget	25/26 Budget
Interest	\$85,000	\$225,000	\$295,000
Indirect Cost/transfer from fund	\$1,334,647	\$1,217,387	\$1,235,317
Contracted Services	\$1,504,618	\$1,554,195	\$1,578,215
State Support (Retirement/SS)	\$290,844	\$314,329	\$329,927
	\$3,215,109	\$3,310,911	\$3,438,459

**General Operations - Fund Balance Summary
2025-2026**

Anticipated June 30, 2025 Fund Balance Fund 10	\$2,000,000
Total Revenue	\$3,438,459
Total Available Resources	\$5,438,459
Total Budgeted Expenses	\$3,438,459
Projected Unreserved Fund Balance - June 30, 2026	<div style="border: 1px solid black; padding: 2px;">\$2,000,000</div>

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

Function	Object		23/24 Actual	24/25 Budget	24/25 Projected Actuals	25/26 Budget
2310	151	Salaries-Board Services	\$1,000	\$1,000	\$600	\$0
2310	331	Legal Services	\$2,090	\$2,000	\$2,000	\$2,100
2310	500's	Board Travel/Meals/Advertising	\$5,081	\$4,700	\$5,000	\$5,300
2350	331	Legal Services	\$0	\$3,000	\$0	\$3,000
2360	111/151	Salaries-Office of Exec. Dir.	\$201,578	\$207,625	\$207,625	\$218,860
2360	200's	Benefits-Office of Exec. Dir.	\$141,539	\$146,319	\$143,492	\$154,940
2360	390	Purchased Prof Serv	\$3,830	\$4,000	\$4,000	\$4,000
2360	540	Advertising	\$754	\$1,000	\$900	\$1,000
2360	550	Communications	\$0	\$500	\$0	\$500
2360	580	Staff Travel/Other Expenses	\$43,341	\$43,000	\$43,000	\$43,500
2360	610	Administrative Supplies	\$4,723	\$3,000	\$3,000	\$3,500
2360	640	Books/Publications	\$997	\$1,000	\$1,000	\$1,000
2360	810	Dues/Memberships	\$9,418	\$10,000	\$10,000	\$10,000
2380	111	Salaries-Office of Principal Ser.	\$46,017	\$77,021	\$77,021	\$78,000
2380	200's	Benefits-Office of Principal Ser	\$30,372	\$48,734	\$48,734	\$46,487
2380	580	Staff Travel/Other Expenses	\$4,517	\$2,500	\$3,500	\$2,872
2380	610	Supplies	\$574	\$2,000	\$2,000	\$1,000
2380	810	Dues/Memberships	\$5	\$500	\$500	\$250
2500	111/112/151	Salaries- Business Office	\$345,194	\$413,875	\$384,721	\$435,621
2500	200's	Benefits - Business Office	\$236,448	\$276,310	\$257,736	\$284,542
2500	330	Audit/Legal	\$7,513	\$7,500	\$7,500	\$8,000
2500	340	Contracted Services	\$803	\$3,000	\$3,000	\$2,000
2500	531	Communication - Telephone	\$0	\$250	\$250	\$250
2500	532	Communication - Postage	\$3,282	\$3,750	\$3,600	\$3,750
2500	540	Advertising	\$2,229	\$250	\$750	\$250
2500	580	Staff Travel/Other Expenses	\$20,176	\$15,500	\$15,500	\$19,500
2500	610	Supplies	\$29,505	\$16,000	\$16,000	\$18,000
2500	750	Equipment-Noninstructional	\$0	\$0	\$0	\$0
2500	810	Dues/Memberships	\$6,549	\$6,000	\$7,000	\$7,000
2600	330	Professional Services	\$629	\$1,000	\$1,000	\$1,000
2600	411	Disposal Service	\$2,899	\$2,500	\$2,500	\$3,000
2600	413	Contracted Serv. Cleaning	\$26,676	\$18,000	\$27,200	\$28,000
2600	432	Contracted Serv. Maint.	\$21,791	\$25,000	\$25,000	\$25,000
2600	442	Rental - Equipment	\$6,937	\$8,300	\$8,300	\$8,000
2600	520	General Insurance	\$3,000	\$3,000	\$3,000	\$3,000
2600	610	Supplies- Cleaning	\$2,081	\$1,000	\$2,000	\$2,000
2600	620	Energy (Gas & Electric)	\$11,380	\$16,000	\$16,000	\$15,000
2600	750	Equipment-Noninstructional	\$0	\$0	\$0	\$0
2830	151	Salaries - Personnel	\$66,000	\$67,650	\$67,650	\$119,341
2830	200's	Personnel Benefits	\$50,046	\$49,952	\$49,952	\$76,159
2830	540	Advertising (personnel Ads)	\$2,634	\$1,500	\$1,500	\$2,000
2830	580	Staff Travel	\$3,486	\$2,500	\$2,500	\$3,000
2830	611	Supplies	\$574	\$2,000	\$2,000	\$1,000
2840	111/151	Salaries - Technology	\$429,645	\$601,350	\$601,350	\$620,108
2840	200's	Personnel Benefits	\$267,007	\$405,521	\$392,227	\$395,360
2840	330	Contracted Services	\$46,009	\$29,000	\$35,000	\$35,000
2840	530	Communications	\$3,943	\$8,000	\$8,000	\$8,000
2840	580	Staff Travel	\$21,820	\$35,000	\$35,000	\$30,000
2840	600's	Supplies	\$322,484	\$236,000	\$275,000	\$240,000
5200	400	Bldg Purch/Renov	\$200,000	\$200,000	\$200,000	\$200,000
5900	840	Budgetary Reserve	\$0	\$15,000	\$25,000	\$8,500
Fund 10 Total (General Operation)			\$2,636,575	\$3,028,607	\$3,028,607	\$3,178,690

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

Function	Object		23/24 Actual	24/25 Budget	24/25 Projected Actuals	25/26 Budget
2890	111/151	Salaries - Office of Prog Spec	\$48,617	\$145,542	\$145,542	\$112,354
2890	200's	Benefits - Office of Prog Spec	\$100,994	\$123,262	\$104,180	\$132,915
2890	330	Workshop	\$6,125	\$2,000	\$2,000	\$2,000
2890	580	Staff Travel/Other Expenses	\$9,974	\$4,000	\$10,000	\$5,000
2890	610	Materials & Supplies	\$25,169	\$5,000	\$18,082	\$5,000
2890	750	Equipment	\$0	\$0	\$0	\$0
5900	840	Budgetary Reserve	\$0	\$2,500	\$2,500	\$2,500
Fund 12 Total (Educational Planning)			\$190,879	\$282,304	\$282,304	\$259,769
Total Fund 10 + 12			\$2,827,454	\$3,310,911	\$3,310,911	\$3,438,459

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

Position	Personnel
Executive Director	Christina Steinbacher-Reed
Assistant Executive Director	Vacant
Director: Division of Educational Planning	Rebecca Gibboney
Director: Division of Management Services/Board Secretary	Sara McNett
Coordinator of Special Projects	Kelly Beck
Personnel Specialist	Cheryl Starr
Business Services Coordinator	Vacant
Administrative Assistants	Teaka Wilcox Renee Peluso Jennifer Diefenderfer Vacant Christy Colton Vacant
Accounting Personnel	Alisha Ragan Norine Fuller Aimee Pepper
Technology	Jason Albright Ed Ploy Tim Confer Ethan Smith Sean Meleski Ty Jackson Brooke Wise Alyssa English Blayne Wesneski
Coordinator of Professional Learning	Amanda Karaffa

The proposed 2025 - 2026 General Operations Budget projects costs of maintaining the staff positions listed above. Some positions represent partial FTE's.

Comprehensive Listing of All BLAST IU 17 Budgets
Fiscal Year - 2025-2026
AUN: 1-17-00-000-0

Fund	Description	Director	Source	Rate	Amount
16	NTIC Health Professional	McNett	NTIC	0	\$ 92,558
19	Act 89	Coran/Pepper	State Grant	0.06	\$ 719,266
20	Equip	Gibboney	Districts	0	\$ 1,074,345
21	LCIC Health Professional	McNett	LCIC	0	\$ 140,138
23	Special Ed Core	Swinehart/Pepper	State Grant	0.06	\$ 1,894,830
23	Special Ed Contracted	Swinehart/Pepper	Districts	0.05	\$ 7,921,314
24	Transportation EI	Swinehart/Pepper	State	0.08	\$ 912,129
25	Institutionalized Child	Swinehart/Pepper	State/Districts	0.06	\$ 243,294
26	State Early Intervention	Swinehart/Hindman/Pepper	State Grant	0.08	\$ 4,717,711
33	Preschool 619	Swinehart/Hindman/Pepper	Federal	0.08	\$ 309,902
40	IDEA Part B-School Age C-2 and C-3	Gibboney/Pepper	Federal	0	\$ 7,725,348*
40	IDEA PART B- EI	Swinehart/Hindman/Pepper	Federal	0.08	\$ 775,761
41	PATTAN	McNett/Pepper	Federal	0.08	\$ 1,915,476
44	T1 D	McNett/Beck	Federal	0	\$ 132,418
46	Paraeducator Preparedness	Beck/Pepper		0.0756	\$ 64,000
49	Data Governance	Gibboney/Beck	State	0.08	\$ 12,000
49	STEM State	Gibboney/Beck	State	0	\$ 90,500
49	CDT Focus and Support	Gibboney/Beck	State	0	\$ 5,600
49	A-TSI	Gibboney/Beck	State	0	\$ 50,350
49	Accelerated Learning Title I	Gibboney/Beck	State	0.08	\$ 73,460
49	Accelerated Learning Title II	Gibboney/Beck	State	0.08	\$ 81,200
49	Social and Emotional Wellness	Gibboney/Beck	State	0	\$ 118,960
68	PCCD SAEDR	Swinehart/Beck	State	0	\$ 247,388
51	PCCD Targeted Non-Public	Beck/Pepper	State	0.05	\$ 210,000
53	Professional Certification Testing	Beck/Pepper	State	0	\$ 80,960
52	Access	McNett/Pepper	Federal	0	\$ 310,818
57	WAN	McNett/Paulhamus	State	0	\$ 502,200
59	ELECT	McNett/Beck	State	0.08	\$ 362,386
61	TI D	McNett/Beck	Federal	0.08	\$ 134,726
70	North Partial	Swinehart/Pepper	Districts	0.05	\$ 706,810
71	Lycoming Partial	Swinehart/Pepper	Districts	0.05	\$ 446,239
72	South Partial	Swinehart/Pepper	Districts	0.05	\$ 999,301
73	Tioga Partial	Swinehart/Pepper	Districts	0.05	\$ 331,128
74	LaSaQuik	Swinehart/Pepper	Districts	0.05	\$ 182,285
75	Clear Vision	Swinehart/Pepper	Districts	0.05	\$ 370,117
76	Lycoming Day Treatment	Swinehart/Pepper	Districts	0.05	\$ 405,820
77	Intergrated Studies South	Swinehart/Pepper	Districts	0.05	\$ 1,595,608
78	Intergrated Studies North	Swinehart/Pepper	Districts	0.05	\$ 1,551,651
79	Elkland Partial	Swinehart/Pepper	Districts	0.05	\$ 154,484
82	Software Resell Budget	Confer	Districts	0	\$ 665,000
					\$ 38,327,481

IU 17 Assessment History

The following is a HISTORY OF GENERAL OPERATIONS ASSESSMENT TO DISTRICTS

Fiscal Year	\$ Assessment	Fiscal Year	\$ Assessment
1971-72	0	2011-12	0
1972-73	0	2012-13	0
1973-74	0	2013-14	0
1974-75	10,000	2014-15	0
1975-76	54,218	2015-16	0
1976-77	70,755	2016-17	0
1977-78	12,020	2017-18	0
1978-79	10,080	2018-19	0
1979-80	0	2019-20	0
1980-81	0	2020-21	0
1981-82	20,980	2021-22	0
1982-83	5,000	2022-23	0
1983-84	41,650	2023-24	0
1984-85	43,260	2024-25	0
1985-86	0		
1986-87	39,815		
1987-88	0		
1988-89	0		
1989-90	0		
1990-91	0		
1991-92	0		
1992-93	0		
1993-94	0		
1994-95	0		
1995-96	0		
1996-97	0		
1997-98	0		
1998-99	0		
1999-00	0		
2000-01	0		
2001-02	0		
2002-03	0		
2003-04	0		
2004-05	0		
2005-06	0		
2006-07	0		
2007-08	0		
2008-09	0		
2009-10	0		
2010-11	0	Total	\$309,778

BOARD OF DIRECTORS

Athens Area School District	Vacated
Canton Area School District	Arica Jennings
East Lycoming School District	Craig Dudek
Jersey Shore Area School District	Jessie Edwards
Loyalsock Township School District	Michael Zicoello
Montgomery Area School District	Vacant
Montoursville Area School District	Sharon Meyer
Muncy School District	Scott Johnson
Northeast Bradford School District	Peggy Hughes
Northern Tioga School District	Julie Preston
Sayre Area School District	Debra Agnew
Southern Tioga School District	Chad Riley
South Williamsport Area School District	Cathy Bachman
Sullivan County School District	Heather Hanna
Towanda Area School District	Brady Finogle
Troy Area School District	Abramo Capece
Wellsboro Area School District	Jerry Curreri
Williamsport Area School District	Lori Baer
Wyalusing Area School District	Duane Naugle

ADVISORY COUNCIL OF SUPERINTENDENTS

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

Craig Stage
Amy Martell
Mark Stamm
Brian Ulmer
Gerald McLaughlin
Daphne Bowers
Daniel Taormina
Craig Skaluba
Matthew Holmes
Kristopher Kaufman
Jill Daloisio
Eric Briggs
Sam Rotella, Jr.
Douglas Lindner
Erick Cummings
Janilyn Elias
Alanna Huck
Timothy Bowers
Gary Otis

IU 17 NONDISCRIMINATION POLICY

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

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

WW 02/07/25
Bd App 02/13/25

ACT 93 COMPENSATION PLAN



AGREEMENT BETWEEN

Canton Area School District

AND

Members of Act 93

Board President: _____

Group Leader: _____

Date signed/revised: _____

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ACT 93 MEMBERS:

The following administrators and supervisors are covered by this compensation plan:

- High School Principal
- Elementary School Principal
- K-12 Assistant Principal
- Psychologist
- Special Education Supervisor

INDEMNITY CLAUSE:

The district agrees that it shall defend, hold harmless and indemnify Act 93 Administrators from any and all demands, claims, suits, actions, and legal proceedings brought against the administrator in their individual capacity or official capacity as agent and employee of the district, provided the incident arose while the administrator was acting within the scope of their employment and excluding criminal litigation. The Board shall provide public liability insurance for the administrator up to \$4,000,000 to cover legal expenses in defense of claims and payment of judgments resulting from his/her functioning as district administrator.

LENGTH OF AGREEMENT:

This agreement will become effective on July 1, ~~2022~~ 2025 and will expire on June 30, ~~2025~~ 2028. If any of the above members vacate their position before the plan expires, the board reserves the right to fill the position at a salary and with a benefit plan that is amicable to the board and the new employee, but is not bound in any way by this agreement.

EMPLOYEE WORK YEAR:

The members of this agreement will be bound by the following work year, measured in days:

High School Principal	260 days, to begin on July 1
Elementary School Principal	260 days, to begin on July 1
K-12 Assistant Principal	220 days, to begin on July 1
Psychologist	154 days, to begin on July 1
Special Education Supervisor	240 220 days, to begin on July 1

Members will be given all of the paid holidays afforded in Board policy number 343, provided the day falls within the administrator’s work year.

In instances where a per-diem rate is needed the calculation shall be done using the following formula:

- Principals and K-12 Assistant Principal - Annual Salary divided by 184 days (or same as teacher work year is in the given year) = adjusted per-diem.
- Psychologist - Annual Salary divided by 154 = per-diem.
- Special Education Supervisor – Annual Salary divided by 184 = per-diem.

The standard work day shall be eight (8) hours between 7:00 AM to 5:00 PM with a half hour paid lunch. It is understood that members may be needed outside of the normal daily work hours and work week – If it is mutually agreed that the additional hours are necessary and sporadic, NO compensatory time will be afforded for work outside the defined work day/week.

FRINGE BENEFITS:

Retirement Incentive:

Members of the group will be afforded the retirement incentive consistent with the C.A.E.A. for the duration of this Act 93 Agreement.

Tuition Reimbursement:

Members of the group will be afforded tuition reimbursement consistent with the C.A.E.A. for the duration of this Act 93 Agreement.

Heath, Vision, Dental, and Life insurance:

Vision

Coverage in place for the prior contract expiring June 30, ~~2022~~ 2025 will continue for employees.

Dental

Coverage in place for the prior contract expiring June 30, ~~2022~~ 2025 will continue for employees and family.
Orthodontic services at a 50% - 50% coinsurance level, with a maximum of \$1,000 lifetime per dependent patient.

Hospitalization and Medical

The District shall offer Act 93 members the NTIC QHDHP to the extent that the plan is offered by the insurance provider. The employee will be provided with an HSA.

Single Coverage -

An EMPLOYER deposit of \$1,000 will annually be made into the employee's HSA. The HSA shall be available to the member on day one of each plan year. The \$1,000 HSA will allow annual roll over of unused funds to the benefit of the employee.

The QHDHP-1 single coverage plan includes the minimum deductible set by the IRS and has a \$2,000 annual out-of-pocket maximum (the out-of-pocket maximum includes the deductible).

The member is responsible for paying with out-of-pocket, non-reimbursed expenses or through the use of the \$1,000 HSA that if not used, rolls over to the benefit of the employee.

- HSA – All funds in the employee's HSA will roll over and accumulate for the employee's future use.

Non-Single Coverage -

An EMPLOYER deposit of \$2,000 will annually be made into the employee's HSA. The HSA shall be available to the member on day one of each plan year. The \$2,000 HSA will allow annual roll over of unused funds to the benefit of the employee.

The QHDHP-1 non-single coverage plan includes the minimum deductible set by the IRS and has a \$4,000 annual out-of-pocket maximum (the out-of-pocket maximum includes the deductible).

The member is responsible for paying with out-of-pocket, non-reimbursed expenses or through the use of the \$2,000 HSA that if not used, rolls over to the benefit of the employee.

- HSA – All funds in the employee's HSA will roll over and accumulate for the employee's future use.

The employer contribution of the HSA (\$1,000 or \$2,000) shall be based on the coverage that the member is enrolled in at the time of the deposit and shall be increased throughout the contract year, to reflect enrollment changes due to I.R.S. section 125 qualifying events.

The QHDHP1 shall require no premium share, however, a \$3.00 per pay shall be deducted to offset the service fees related to the utilization of a debit card linked to the HSA.

Opt Out:

If a member has proof of Employees shall have the right to opt out of the district-offered health care plan in exchange for monetary compensation. Employees who elect to opt out of the Health Care Plan shall receive annual compensation in the amount of Seven Thousand Dollars (\$7,000). The opt out payment is pro-rated on the number of months out of twelve (12) per each month of opting out. Payment shall be made by separate check in two installments in December and June of each year of participation, so long as the participating employee is actively employed and in compensable status at the time payment is made.

Said payment shall be reduced by the full amount of any employer deposit made into the employee's HRA or HSA during the year in which the employee opts out.

Travel Insurance:

Members of this agreement shall be covered, at district expenses, by a \$100,000 travel accident policy while on school business. (This is in addition to the standard \$50,000 life insurance policy that all Canton Area School District employees are afforded.)

Personal and Sick Leave:

Members of this agreement shall be given the following sick and personal days:

	<u>Sick</u>	<u>Personal</u>
High School Principal	12 days.....	2 days
Elementary School Principal.....	12 days.....	2 days
K-12 Assistant Principal.....	12 days.....	2 days
Psychologist.....	9 days.....	2 days
Special Education Supervisor.....	12 days.....	2 days

Both sick and personal days may be accumulated with no limit. Members may not use more than five (5) personal days during one (1) calendar year. Both personal days and sick days may be turned in for same rate listed in the CAEA contract, per day upon separation for any reason except gross misconduct. If the rate has been negotiated out of the CAEA contract, the reimbursement rate will be \$40 per day.

Vacation Days:

The following paid vacation days will be granted annually:

High School Principal.....	24 days
Elementary School Principal.....	24 days
K-12 Assistant Principal.....	18 days
District Psychologist.....	9 days
Special Education Supervisor.....	20 16 days

Member's vacation time may not accumulate. Prior to the completion of each fiscal year, the members may request payment for any unused vacation days, at a rate of 2 earned days per month, up to a maximum of half of their annual allotment (Psychologist max of 6). Days surrendered for payment shall be paid at his or her adjusted per-diem. All payments will be subject to applicable payroll taxes. Days not eligible for sellback, but not used as of June 30th of each year shall be surrendered for no compensation.

Salary:

All raises are contingent upon a satisfactory evaluation by the supervisor of the member. An "unsatisfactory" or a "needs improvement" evaluation will result in NO raise.

Evaluations will be completed no later than the second Friday in June, for the next fiscal year's increase.

The fiscal year salaries will be based on the following: (The parties agree that a replacement hire's salary may deviate from the following chart)

NOTES:

- HS Principal = Reflects the addition of \$2,000 to the 24/25 salary base due to eliminating the bonus below. Then an increase of 2.5% from 24/25. 2.5% increase each year after.

- Elem. Principal = Reflects the addition of \$2,000 to the 24/25 salary base due to eliminating the bonus below. Then an increase of 2.5% from 24/25. 2.5% increase each year after.
- K-12 Assistant Principal = New Position.
- Psychologist = Reflects 2.5% increase each year.
- Spec. Ed. Super. = Reflects the addition of \$14,848.75 to the 24/25 salary base to make the 25/26 base salary. In exchange, the Spec. Ed. Super's work year will increase by 20 days. 2.5% increase each year after.

Position/Year	2025/2026	2026/2027	2027/2028
HS Principal	\$112,220.46	\$115,025.97	\$117,901.62
Elem Principal	\$114,094.74	\$116,947.11	\$119,870.79
K-12 Assistant Principal	\$98,000.00	\$100,450.00	\$102,961.25
Psychologist	\$64,046.53	\$65,647.69	\$67,288.88
Spec. Ed. Super.	101,000.00	\$103,525.00	\$106,113.13

~~Performance Bonus:~~

~~Each Principal shall also receive a performance payment of two thousand (\$2,000) dollars for each year of his contract with the District in which he/she earns forty (40) or more points on his/her evaluation. To qualify for the bonus the Principal must meet the all of the following:~~

- ~~○ The Principal must earn proficient or distinguished in 20 of the 20 categories as outlined in the Pennsylvania Department of Education Framework for Leadership.~~
- ~~○ The Principal must achieve all of the goals set forth at the start of the school year and reviewed by the Superintendent. Each Principal shall be required to provide evidence of goal achievement (data).~~

~~The qualification of the performance payment to be counted as PSERS wages will be determined by PSERS. It is the district's contention that the performance payment does qualify towards PSERS, however it is agreed that PSERS will have the final determination.~~

School Board Approval

From Brandy McRoberts <bmcroberts@canton.k12.pa.us>

Date Thu 1/23/2025 12:03 PM

To Amy Martell <amartell@canton.k12.pa.us>; Donnie Jacopetti <djacopetti@canton.k12.pa.us>

Here are some lessons that need to be approved for the school board. Once they are approved, please let me know and we'll get it in the public drives 🙏 to put online

Some are Stacy's . . Some are mine

Movie Studies lesson:

https://docs.google.com/document/d/1Cg7pS613dxwxw6m0OohTwDVwM05PqdjQt6wM4EPhurs/edit?usp=drive_link

AP Psychology Lesson:

https://docs.google.com/document/d/1NV8yzS8u4Swpa9v_Gr39WAmRaLUmzDjjVqjAtoyvZ5Y/edit?usp=drive_link

My 10 Grade Folder:

https://drive.google.com/drive/folders/1ZIPzcAfc5B7y_pwxEGLnsLftVSLouYmF?usp=drive_link

Author: Mrs. Stacey Segur
Course/Subject: AP Psychology/PSY 105: Dual-enrollment Lackawanna College
Topic: Developmental Psychology, Language, and Learning
Revised: November 2024

Curriculum Guide: KUD/AP Psychology/Development, Language, and Learning

By the end of the year, students will be able to:
1. Identify the major concepts of developmental psychology.
2. Explain the role of the environment in the development of the individual.
3. Describe the process of language acquisition.
4. Explain the role of language in learning.
5. Describe the process of learning.
6. Explain the role of learning in development.
7. Describe the process of language acquisition.
8. Explain the role of language in learning.
9. Describe the process of learning.
10. Explain the role of learning in development.

Canton's KUD/Segur/AP Psychology/Development, Language, Learning

Name: Mrs. Stacey Segur Date (completed): February 26, 2023 Revised: November 2024 Course/Subject: AP Psychology/PSY 105: Dual-enrollment (Lackawanna College) Team: 11th & 12th Grades Topic: Developmental Psychology, Language, and Learning School: CHS

docs.google.com

TREASURER'S REPORT

CANTON AREA SCHOOL DISTRICT

1/31/2025

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	01/01/25	2,463,732.51	8,825,244.99	10,356.93	1,343.53
RECEIPTS - REGULAR		419,857.53	81,125.30	0.00	0.00
INTEREST EARNED		5,773.74	30,500.55	0.00	0.00
DISBURSEMENTS		-1,161,943.73	0.00	-2,445.27	0.00
BALANCE	01/31/25	1,727,420.05	8,936,870.84	7,911.66	1,343.53

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	01/01/25	845.06	1.00	34,813.44
RECEIPTS - REGULAR		961.57	392,675.05	46,312.86
INTEREST EARNED		0.00	0.00	0.00
DISBURSEMENTS		-844.06	-392,675.05	-81,125.30
BALANCE	01/31/25	962.57	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	01/01/25	522,634.71	211,072.25	1,343.33	33,012.59
RECEIPTS-REGULAR		130,555.95	12,450.89	180.00	0.00
INTEREST EARNED		1,818.47	637.38	3.71	99.80
DISBURSEMENTS		-56,503.66	-14,763.86	-533.66	-612.41
BALANCE	01/31/25	598,505.47	209,396.66	993.38	32,499.98

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 01/31/2025 **CANTON AREA SCHOOL DISTRICT**

SUMMARY OF INCOME

TOTAL LOCAL	174,720.23	43.16%
TOTAL STATE	148,971.99	36.80%
TOTAL FEDERAL	81,160.71	20.05%
GRAND TOTAL	404,852.93	

LOCAL INCOME

ADMISSIONS

Athletic Director	Gate Receipts	4,061.00
	TOTAL ADMISSIONS	4,061.00

INSURANCE

School Claims Service	Cobra insurance premiums	3,639.56
	TOTAL INSURANCE >>>	3,639.56

INTEREST

First Citizens Community Bank	Gen. Fund Checking	5,773.74
First Citizens Community Bank	Gen. Fund Savings	30,500.55
First Citizens Community Bank	HRA	99.80
	TOTAL INTEREST >>>	36,374.09

MISCELLANEOUS

Bradford-Tioga Head Start	Lease	821.85
Bradford-Tioga Head Start	Donation - playground mulch	2,475.00
Bradford-Tioga Head Start	Lease	821.85
Canton Borough	In lieu of taxes	10,519.59
Canton Elementary School	Cafeteria invoice	75.00
CASD Cafeteria	Payroll - December	25,501.34
CASD student	Computer repair	75.00
Central Treasury - Elementary	Sales Tax	199.23
Central Treasury - High School	Sales Tax	47.83
Central Treasury - High School	Reimbursement for baseball purchase	579.21
Commonwealth of Pennsylvania	MER record payment	35.50
Commonwealth of Pennsylvania	Meritorious grant	2,294.29
Commonwealth of Pennsylvania	PCCD Mental Health grant	15,246.00
Community Foundation for the Twin Tiers	Grant	1,093.47
High School Pop Account	Sales Tax	56.21
Music Theatre International	Refund	280.00
Northern Tier Insurance Consortium	Wellness incentive	825.00
Northern Tier Regional Planning & Develop.	Field trip transportation	343.88
Peppers Auction Service	Sponsorship	169.00
Richter, Fred	UPS charge	17.00
UGI Energy Services	Rebate	20.00
	TOTAL MISCELLANEOUS >>>	61,496.25

TAXES

Berkheimer	E.I.T.	37,845.59
Bradford County	Delinquent Taxes	12,144.84
Bradford County	R.E. Transfer Tax	12,612.97
Lycoming County	Delinquent Taxes	1,880.84
Lycoming County	R.E. Transfer Tax	1,367.01
Tioga County	Delinquent Taxes	3,298.08
Tioga County	R.E. Transfer Tax	
	TOTAL TAXES >>>	69,149.33

TUITION

Tuition	0.00
TOTAL TUITION >>>	0.00

TOTAL LOCAL INCOME >>>	174,720.23
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STATE INCOME

Commonwealth of Pennsylvania	Cyber Charter Transition	23,097.00
Commonwealth of Pennsylvania	PA Cyber Charter deduction	-10,144.01
Commonwealth of Pennsylvania	SD Special Ed.	136,019.00
	TOTAL STATE INCOME >>>	148,971.99

FEDERAL INCOME

Commonwealth of Pennsylvania	ARP ESSER	46,246.18
Commonwealth of Pennsylvania	ARP ESSER 7%	7,188.80
Commonwealth of Pennsylvania	Title I Improving Basic Programs	23,362.80
Commonwealth of Pennsylvania	Title II Improving Teacher Quality	2,582.93
Commonwealth of Pennsylvania	Title IV Student Support and Academic Enrichment	1,780.00
	TOTAL FEDERAL INCOME >>>	81,160.71

Condensed Board Summary Report

Fund: 10
From 07/01/2024 To 01/31/2025
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							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
100	PERSONAL SVCS-SALARIES	5,778,715.00	2,373,825.03	2,373,825.03	0.00	3,404,889.97	41.08
200	EMPLOYEE BENEFITS	3,809,902.00	1,914,746.84	1,914,746.84	0.00	1,895,155.16	50.26
300	PURCH PROF&TECH SVCS	361,460.00	112,548.97	112,548.97	0.00	248,911.03	31.14
400	PURCH PROPERTY SVCS	9,500.00	0.00	0.00	0.00	9,500.00	0.00
500	OTHER PURCHASED SVCS	459,367.00	473,227.59	473,227.59	0.00	(13,860.59)	103.02
600	SUPPLIES	306,360.00	325,151.06	325,151.06	0.00	(18,791.06)	106.13
800	OTHER OBJECTS	2,994.00	4,098.29	4,098.29	0.00	(1,104.29)	136.88
MAJOR FUNCTION TOTAL		10,728,298.00	5,203,597.78	5,203,597.78	0.00	5,524,700.22	48.50
2000							
100	PERSONAL SVCS-SALARIES	2,014,700.00	1,120,199.13	1,120,199.13	0.00	894,500.87	55.60
200	EMPLOYEE BENEFITS	1,676,201.00	885,178.19	885,178.19	0.00	791,022.81	52.81
300	PURCH PROF&TECH SVCS	380,115.00	175,351.88	175,351.88	0.00	204,763.12	46.13
400	PURCH PROPERTY SVCS	246,193.00	145,436.04	145,436.04	0.00	100,756.96	59.07
500	OTHER PURCHASED SVCS	1,139,652.00	578,231.68	578,231.68	0.00	561,420.32	50.74
600	SUPPLIES	327,575.00	228,366.62	228,366.62	0.00	99,208.38	69.71
800	OTHER OBJECTS	9,130.00	11,998.50	11,998.50	0.00	(2,868.50)	131.42
MAJOR FUNCTION TOTAL		5,793,566.00	3,144,762.04	3,144,762.04	0.00	2,648,803.96	54.28
3000							
GENERAL FUND - OPER. NON-INSTRUC. SVCS							
100	PERSONAL SVCS-SALARIES	209,160.00	89,682.06	89,682.06	0.00	119,477.94	42.88
200	EMPLOYEE BENEFITS	89,065.00	28,875.38	28,875.38	0.00	60,189.62	32.42
300	PURCH PROF&TECH SVCS	75,100.00	43,915.12	43,915.12	0.00	31,184.88	58.48
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	36,843.41	36,843.41	0.00	11,056.59	76.92
600	SUPPLIES	60,336.00	51,023.00	51,023.00	0.00	9,313.00	84.56

Condensed Board Summary Report

Fund: 10
 From 07/01/2024 To 01/31/2025
 Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
800	OTHER OBJECTS	2,000.00	12,402.00	12,402.00	0.00	(10,402.00)	620.10
	MAJOR FUNCTION TOTAL	496,561.00	262,740.97	262,740.97	0.00	233,820.03	52.91
4000	GENERAL FUND - FACILITIES CONST/IMPROV						
400	PURCH PROPERTY SVCS	5,078,466.00	240,209.95	240,209.95	0.00	4,838,256.05	4.73
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	MAJOR FUNCTION TOTAL	5,078,466.00	240,209.95	240,209.95	0.00	4,838,256.05	4.73
5000							
500	OTHER PURCHASED SVCS	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	1,479,400.00	15,700.00	15,700.00	0.00	1,463,700.00	1.06
900	OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00	0.00
	MAJOR FUNCTION TOTAL	1,479,400.00	15,700.00	15,700.00	0.00	1,463,700.00	1.06
Fund 10 Totals							
	Total Expenditure	22,096,891.00	8,851,310.74	8,851,310.74	0.00	13,245,580.26	40.06
	Total Other Expenditure	1,479,400.00	15,700.00	15,700.00	0.00	1,463,700.00	1.06
	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
		23,576,291.00	8,867,010.74	8,867,010.74	0.00	14,709,280.26	

Condensed Board Summary Report

Fund: 11
From 07/01/2024 To 01/31/2025
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							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
200	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	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
2000							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
200	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
300	PURCH PROF&TECH SVCS	0.00	0.00	0.00	0.00	0.00	0.00
400	PURCH PROPERTY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	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
800	OTHER OBJECTS	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
3000	GASB 34 - OPER. NON-INSTRUC. SVCS						
000	---	0.00	0.00	0.00	0.00	0.00	0.00
200	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	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
4000	GASB 34 - FACILITIES CONST/IMPROV						
400	PURCH PROPERTY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	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

Condensed Board Summary Report

Fund: 11
 From 07/01/2024 To 01/31/2025
 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		0.00	0.00	0.00	0.00	0.00	0.00
5000							
000	---						
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
900	OTHER FINANCING USES	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
Fund 11 Totals							
Total Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 21
 From 07/01/2024 To 01/31/2025
 Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
3000	ESEA TITLE I 97/8 - OPER. NON-INSTRUC. SVCS						
000	---	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
Fund 21 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 23
From 07/01/2024 To 01/31/2025
Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
600	SUPPLIES	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
3000	CAPITAL RESERVE #2 - OPER. NON-INSTRUC. SVCS						
600	SUPPLIES	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
4000	CAPITAL RESERVE #2 - FACILITIES CONST/IMPROV						
300	PURCH PROF&TECH SVCS	0.00	0.00	0.00	0.00	0.00	0.00
400	PURCH PROPERTY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	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
800	OTHER OBJECTS	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							
900	OTHER FINANCING USES	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
Fund 23 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 30
From 07/01/2024 To 01/31/2025
Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
800	OTHER OBJECTS	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
4000	CAPITAL PROJECTS - ELEM - FACILITIES CONST/IMPROV						
000	---	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							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	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
Fund 30 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 31
 From 07/01/2024 To 01/31/2025
 Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
800	OTHER OBJECTS	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							
000		0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	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
Fund 31 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 32
From 07/01/2024 To 01/31/2025
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							
500	OTHER PURCHASED SVCS	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
2000							
300	PURCH PROF&TECH SVCS	0.00	0.00	0.00	0.00	0.00	0.00
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
800	OTHER OBJECTS	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
4000	CAPITAL RESERVE #1431 - FACILITIES CONST/IMPROV						
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							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
900	OTHER FINANCING USES	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
Fund 32 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 40
 From 07/01/2024 To 01/31/2025
 Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
000	---	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							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
900	OTHER FINANCING USES	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
Fund 40 Totals							
	Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 50
From 07/01/2024 To 01/31/2025
Summarization Level: FULL FUND/MAJOR FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
000	---	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
3000	FOOD SERVICE FUND - OPER. NON-INSTRUC. SVCS						
100	PERSONAL SVCS-SALARIES	0.00	93,306.85	93,306.85	0.00	(93,306.85)	0.00
200	EMPLOYEE BENEFITS	0.00	66,920.03	66,920.03	0.00	(66,920.03)	0.00
300	PURCH PROF&TECH SVCS	0.00	0.00	0.00	0.00	0.00	0.00
400	PURCH PROPERTY SVCS	0.00	1,864.39	1,864.39	0.00	(1,864.39)	0.00
500	OTHER PURCHASED SVCS	0.00	185,222.21	185,222.21	0.00	(185,222.21)	0.00
600	SUPPLIES	0.00	40,957.89	40,957.89	0.00	(40,957.89)	0.00
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
900	OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00	0.00
	MAJOR FUNCTION TOTAL	0.00	388,271.37	388,271.37	0.00	(388,271.37)	0.00
5000							
000	---	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	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
Fund 50 Totals							
	Total Expenditure	0.00	388,271.37	388,271.37	0.00	(388,271.37)	0.00
	Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
	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
		0.00	388,271.37	388,271.37	0.00	(388,271.37)	

Condensed Board Summary Report

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
Total Expenditure	22,096,891.00	9,239,582.11	9,239,582.11	0.00	12,857,308.89	41.81
Total Other Expenditure	1,479,400.00	15,700.00	15,700.00	0.00	1,463,700.00	1.06
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
	23,576,291.00	9,255,282.11	9,255,282.11	0.00	14,321,008.89	

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2025-01-24
Check Numbers: 0000064711 - 0000064730
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064711	01/24/2025	ALL AMERICAN ATHLETICS	PROF SVC		7,200.00
0000064712	01/24/2025	AMAZON CAPITAL SERVICES	SUPPLIES - BB REIMB	SUPPLIES	808.81
0000064713	01/24/2025	ATHENS AREA SCHOOL DISTRICT	REG FEE - JH W		200.00
0000064714	01/24/2025	BERKONE	HOMESTEAD MAILINGS		383.51
0000064715	01/24/2025	CARREON PUBLISHING, LLC	ADVERTISING		226.00
0000064716	01/24/2025	CCIU	TUITION - L.C.		4,986.30
0000064717	01/24/2025	CM REGENT LLC	LIFE INSURANCE		741.00
0000064718	01/24/2025	DEMCO	SUPPLIES		552.25
0000064719	01/24/2025	MAGISTERIAL DISTRICT COURT 42-3-01	DED: MISC - Full Payroll Pay Date: 1/24/2025	DED: MISC - Full Payroll Pay Date: 1/10/2025	10.00
0000064720	01/24/2025	FOLLETT CONTENT SOLUTIONS LLC	BOOKS		1,530.79
0000064721	01/24/2025	FRONTIER COMMUNICATIONS OF CTN	PHONE SVC		2,399.40
0000064722	01/24/2025	JAMIE MILLER	1/7/25 OFFICIAL		95.00
0000064723	01/24/2025	NORTHERN TIER COUNSELING	PROF SVC - C.T.		540.00
0000064724	01/24/2025	PMEA DISTRICT 8	REG FEE - MODERN BAND FESTIVAL		120.00
0000064725	01/24/2025	PRO-TEL COMMUNICATIONS	PROF SVC		112.50
0000064726	01/24/2025	QBS LLC	SUPPLIES		132.00
0000064727	01/24/2025	CORRIN N WEST	TRAVEL EXPENSES		33.50
0000064728	01/24/2025	UNITED PARCEL SERVICE	UPS CHARGES		52.80
0000064729	01/24/2025	WORK CENTER SUSQUEHANNA PHYSICIAN SERVICES	PROF SVC		498.67
0000064730	01/24/2025	XEROX CORPORATION	COPIERS		38.48
D000003353	01/24/2025	JOSHUA ARNOLD	1/17/25 OFFICIAL	1/7/25 OFFICIAL	235.00 ^D

* - 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: 2025-01-24
Check Numbers: 0000064711 - 0000064730
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000003354	01/24/2025	BRADFORD COUNTY SANITATION INC	PROF SVC		200.00 D
D000003355	01/24/2025	TIMOTHY E. BURKE	1/10/25 OFFICIAL		85.00 D
D000003356	01/24/2025	COMMONWEALTH CHARTER ACADEMY	TUITION		27,631.07 D
D000003357	01/24/2025	FELICIA DIFENDERFER	REGULAR DAYS TRANS.		1,120.00 D
D000003358	01/24/2025	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	22,256.12 D
D000003359	01/24/2025	EASTERN MANAGED PRINT NETWORK LLC	COPIERS		702.00 D
D000003360	01/24/2025	JOSH FERRARIO	1/14/25 OFFICIAL		75.00 D
D000003361	01/24/2025	THOMAS HEWITT	1/13/25 OFFICIAL		75.00 D
D000003362	01/24/2025	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 1/24/2025		2,901.00 D
D000003363	01/24/2025	LISA INMAN	PROF SVC		3,720.50 D
D000003364	01/24/2025	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	9,756.45 D
D000003365	01/24/2025	DAVID JURNACK	1/14/25 OFFICIAL	1/10/25 OFFICIAL	255.00 D
D000003366	01/24/2025	LESKO FINANCIAL SERVICES	DED: 403b ANN1 - Full Payroll Pay Date: 1/24/2025	DED: 403b ROTH - Full Payroll Pay Date: 1/24/2025	5,699.57 D
D000003367	01/24/2025	TIMOTHY MAY	1/18/25 OFFICIAL	1/7/25 OFFICIAL	170.00 D
D000003368	01/24/2025	MARK MCMURRAY	STUDENT ACTIVITY RUNS		11,446.85 D
D000003369	01/24/2025	FLOYD METZGER	1/13/25 OFFICIAL	1/18/25 OFFICIAL	255.00 D
D000003370	01/24/2025	BOB MOORE	1/13/25 OFFICIAL		85.00 D
D000003371	01/24/2025	ALAN MOYER	1/7/25 OFFICIAL		70.00 D
D000003372	01/24/2025	MICHAEL PRESTO	1/11/25 OFFICIAL		135.00 D
D000003373	01/24/2025	PSEA HEALTH & WELFARE FUND	VISION INSURANCE		505.05 D
D000003374	01/24/2025	REACH CYBER CHARTER SCHOOL	TUITION		6,311.64 D

* - 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: 2025-01-24
 Check Numbers: 0000064711 - 0000064730
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000003375	01/24/2025	STEPHEN REINHART	1/14/25 OFFICIAL		85.00 D
D000003376	01/24/2025	RIVER ROCK ACADEMY LLC	TUITION - A.S.		1,694.00 D
D000003377	01/24/2025	SANICO	SUPPLIES		531.76 D
D000003378	01/24/2025	RANDALL W FRYE	REIMB FOR SUPPLIES PURCHASED		157.45 D
D000003379	01/24/2025	THOMAS A HOJNOWSKI	TRAVEL EXPENSES		175.00 D
D000003380	01/24/2025	DONALD W JACOPETTI	TRAVEL EXPENSES		57.00 D
D000003381	01/24/2025	JAMIE TAYLOR	REIMB - ASHA DUES		278.00 D
D000003382	01/24/2025	KEVIN SHAW	1/7/25 OFFICIAL		85.00 D
D000003383	01/24/2025	PATRICK SHAW	1/14/25 OFFICIAL		75.00 D
D000003384	01/24/2025	ROBERT M SIDES INC.	PROF SVC		137.00 D
D000003385	01/24/2025	STANDING STONE CONSULTING, INC.	SECURITY		196.20 D
D000003386	01/24/2025	STAPLES	SUPPLIES		6,289.50 D
D000003387	01/24/2025	JOSHUA THOMAN	1/7/25 OFFICIAL		75.00 D
D000003388	01/24/2025	KYLE THOMPSON	1/14/25 OFFICIAL	1/10/25 OFFICIAL	340.00 D
D000003389	01/24/2025	DONALD WAINWRIGHT	1/13/25 OFFICIAL		85.00 D
D000003390	01/24/2025	DONALD WARNER	1/13/25 OFFICIAL		75.00 D

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2025-01-24
Check Numbers: 0000064711 - 0000064730
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

10 - GENERAL FUND	124,687.17
Grand Total All Funds	124,687.17
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	104,026.16
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	20,661.01
Grand Total Virtual Payments	0.00
Grand Total All Payments	124,687.17

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2025-02-07
 Check Numbers: 0000064731 - 0000064754
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064731	02/07/2025	AMAZON CAPITAL SERVICES	SUPPLIES		479.10
0000064732	02/07/2025	AT & T	CELL PHONES		141.96
0000064733	02/07/2025	BLAST IU #17	24/25 DIST SHARE - SUPER	2025 PARA CONF	2,680.00
0000064734	02/07/2025	CANTON AUTO PARTS INC.	SUPPLIES		152.35
0000064735	02/07/2025	CANTON BOROUGH AUTHORITY	WATER/SEWER		4,242.71
0000064736	02/07/2025	CCIU	5/13/25 WORKSHOP REG FEE		175.00
0000064737	02/07/2025	CONTRACT PAPER GROUP INC.	SUPPLIES		5,535.80
0000064738	02/07/2025	CPE INTERLINK	DOOR LOCKS - MERITORIOUS		5,910.00
0000064739	02/07/2025	FOLLETT CONTENT SOLUTIONS LLC	BOOKS		1,279.57
0000064740	02/07/2025	HAB - DLT	DED: Wage Attach. - Full Payroll Pay Date: 2/7/2025		16.35
0000064741	02/07/2025	KEYSTONE COLLEGE	DUAL ENROLL - A COLE #682842	DUAL ENROLL - B BARNES #687360	1,900.00
0000064742	02/07/2025	LACKAWANNA COLLEGE	DUAL ENROLL - A COLE #221705	DUAL ENROLL - C ANDERSON #228381	900.00
0000064743	02/07/2025	LEE'S WELDING SUPPLIES	SUPPLIES		38.00
0000064744	02/07/2025	M-F ATHLETIC COMPANY	SUPPLIES - T		125.00
0000064745	02/07/2025	MT CARMEL AREA HS ATHLETIC ACCOUNT	TRACK REG FEE		300.00
0000064746	02/07/2025	NORTHWEST AREA T & F CLUB	TRACK REG FEE		300.00
0000064747	02/07/2025	PENELEC	ELECTRICITY		17,754.25
0000064748	02/07/2025	PA INTERSCHOLASTIC ATHLETIC ASSN	COOP AGREE FEE - GW		100.00
0000064749	02/07/2025	PSBA INSURANCE	UC		1,932.56
0000064750	02/07/2025	PYRAMID SCHOOL PRODUCTS	SUPPLIES - BB=199.95/SB=618.00	SUPPLIES - MISC	996.82

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

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CANTON AREA SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2025-02-07
 Check Numbers: 0000064731 - 0000064754
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000064751	02/07/2025	RADIGAN BROADCASTING GROUP LLC	ENTRY FEE - SCHOL CHAL		350.00
0000064752	02/07/2025	ROCKWELL H & SON	SUPPLIES		225.00
0000064753	02/07/2025	UGI ENERGY SERVICES INC.	NATURAL GAS		14,176.51
0000064754	02/07/2025	UNITED PARCEL SERVICE	UPS CHARGES		36.00
D000003391	02/07/2025	BALDWINS HARDWARE & GIFT SHOP	SUPPLIES		503.87 D
D000003392	02/07/2025	TIMOTHY E. BURKE	1/31/25 OFFICIAL		85.00 D
D000003393	02/07/2025	CUZ EXCAVATING LLC	WINTER MAINTENANCE		3,749.25 D
D000003394	02/07/2025	FELICIA DIEFENDERFER	REGULAR DAYS TRANS.		1,440.00 D
D000003395	02/07/2025	DISCOVERY EDUCATION	SUPPLIES		750.00 D
D000003396	02/07/2025	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	27,836.02 D
D000003397	02/07/2025	EASTERN MANAGED PRINT NETWORK LLC	COPIERS		351.00 D
D000003398	02/07/2025	STACY FERGUSON	WRESTLING CLOCK - 4 EVENTS		100.00 D
D000003399	02/07/2025	JOSH FERRARIO	1/21/25 OFFICIAL		75.00 D
D000003400	02/07/2025	WILLIAM JOSEPH FRYE	FIRST AID/CPR TRAINING		300.00 D
D000003401	02/07/2025	THOMAS HEWITT	1/31/25 OFFICIAL		75.00 D
D000003402	02/07/2025	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 2/7/2025		2,746.00 D
D000003403	02/07/2025	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	10,951.49 D
D000003404	02/07/2025	DAVID JURNACK	1/23/25 OFFICIAL	1/29/25 OFFICIAL	280.00 D
D000003405	02/07/2025	LIANNE LANDIS	WRESTLING BOOK - 12 EVENTS		300.00 D
D000003406	02/07/2025	LESKO FINANCIAL SERVICES	DED: 403b ANN1 - Full Payroll Pay Date: 2/7/2025	DED: 403b ROTH - Full Payroll Pay Date: 2/7/2025	5,574.57 D
D000003407	02/07/2025	TIMOTHY MAY	1/30/25 OFFICIAL	1/21/25 OFFICIAL	225.00 D

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2025-02-07
 Check Numbers: 0000064731 - 0000064754
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000003408	02/07/2025	MARK MCMURRAY	REGULAR DAYS TRANS.		13,006.17 D
D000003409	02/07/2025	BOB MOORE	1/30/25 OFFICIAL	1/21/25 OFFICIAL	225.00 D
D000003410	02/07/2025	ALAN MOYER	1/21/25 OFFICIAL		70.00 D
D000003411	02/07/2025	NTSWA	PROF SVC		45.00 D
D000003412	02/07/2025	PENNSYLVANIA PAPER & SUPPLY COMPANY	SUPPLIES		1,317.54 D
D000003413	02/07/2025	DUANE POTTER	1/29/25 OFFICIAL	1/30/25 OFFICIAL	280.00 D
D000003414	02/07/2025	LEE PRESTON	1/21/25 CLOCK		25.00 D
D000003415	02/07/2025	REAL DISPOSAL ENVIRONMENTAL SERVICE, LLC	GARBAGE REMOVAL		696.00 D
D000003416	02/07/2025	KEVIN ROBINSON	1/21/25 OFFICIAL	1/31/25 OFFICIAL	225.00 D
D000003417	02/07/2025	JULIE SECHRIST	PROF SVC		1,950.00 D
D000003418	02/07/2025	MICHELLE L HARKNESS	TRAVEL EXPENSES		40.60 D
D000003419	02/07/2025	WENDY F. ROUTE	1/29/25 TICKET TAKER	1/31/25 TICKET TAKER	70.00 D
D000003420	02/07/2025	MICHAEL B WELLS	TRAVEL EXPENSES		14.00 D
D000003421	02/07/2025	STANDING STONE CONSULTING, INC.	SECURITY		668.61 D
D000003422	02/07/2025	COLLEEN SULLIVAN	1/31/25 OFFICIAL		85.00 D
D000003423	02/07/2025	JOSHUA THOMAN	1/23/25 OFFICIAL		140.00 D
D000003424	02/07/2025	KYLE THOMPSON	1/23/25 OFFICIAL	1/31/25 OFFICIAL	225.00 D
D000003425	02/07/2025	DONALD WAINWRIGHT	1/29/25 OFFICIAL	1/21/25 OFFICIAL	225.00 D
D000003426	02/07/2025	JOHN YOUNG	1/21/25 OFFICIAL		95.00 D

* - 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: 2025-02-07
Check Numbers: 0000064731 - 0000064754
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

10 - GENERAL FUND	134,492.10
Grand Total All Funds	134,492.10
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	74,745.12
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	59,746.98
Grand Total Virtual Payments	0.00
Grand Total All Payments	134,492.10

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: PA - PROCUREMENT Payment Dates: 01/01/2025 - 01/31/2025

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
+ 0001012025	01/02/2025	KITTY HAWK KITES	SUPPLIES		30.99
+ 0002012025	01/09/2025	PENNDOT	REGISTRATION RENEWAL		45.00
+ 0003012025	01/13/2025	SAM'S CLUB	SUPPLIES		57.37
+ 0004012025	01/16/2025	QBS LLC	TRAINING - C WEST		799.00
+ 0005012025	01/21/2025	HAMPTON INN	RESERVATION - T MACWHINNIE		337.08
+ 0006012025	01/21/2025	QBS LLC	TRAINING - J DELOZIER		799.00
+ 0007012025	01/21/2025	WALMART	SUPPLIES		127.92
+ 0008012025	01/23/2025	AMAZON CAPITAL SERVICES	SUPPLIES		4.23
+ 0009012025	01/30/2025	TIMS	CERTIFICATIONS		100.00
+ 0010012025	01/22/2025	MARK S. JANNONE	MJ PERSONAL CHG IN ERROR- PROTALUS INSOLES		144.68
+ 0011012025	01/30/2025	RESIDENCE INN	RESERVATION		215.34
10 - GENERAL FUND					2,660.61
Grand Total All Funds					2,660.61
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					2,660.61
Grand Total Regular Checks					0.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					2,660.61

* - 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: 50 - FOOD SERVICE FUND Payment Date: 2025-01-24

Check Numbers: 0000004880 - 0000004880

Payment Categories: Regular Checks, Direct Deposits, Credit Cards

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000004880	01/24/2025	AMAZON CAPITAL SERVICES	SUPPLIES		15.98
D000000078	01/24/2025	GENERAL FUND-CASD	DECEMBER PAYROLL		25,501.34 ^D
D000000079	01/24/2025	NUTRITION INC.	JANUARY INVOICE		30,867.38 ^D
50 - FOOD SERVICE FUND					56,384.70
Grand Total All Funds					56,384.70
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					56,368.72
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					15.98
Grand Total Virtual Payments					0.00
Grand Total All Payments					56,384.70

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

Tioga Occupation and Address Changes - Feb 2025

Name	Address	Acct #	Address	Occ Status Code	Reason
Sheila Wiemeyer	52 Joe Hill Rd, Roaring Branch	PC590100113592	x	Name change from Mead/	
Dennis Porter	141 McBlane Rd, Roaring Branch	PC5901113539		Retired	
Donald Swarthout	55 Charles Street, Roaring Branch	PC01309453		Retired	

Tioga County Exemptions & Deletions - Feb 2025

Name	Address	Acct / File #	Occ	PC	Reason	Delete 2025	Exon
Lindsey Wesneski	20 Krise Lane, Canton	5901309489	x	x	Moved	x	

Address Changes	FEBRUARY 2025	BRADFORD COUNTY
Folio#		
Occ & PC	Name	New Address
	LINDSEY DIBBLE	12043 ROUTE 14, CANTON
		Old Address
		20 Krise Lane, Canton

Delete		Bradford County		Reason
Folio #		Name		
	PC081400575	DARREN ZIMMER		DECEASED