

AGREEMENT

This AGREEMENT made this 24th day of April, 2020, by and between **California Area School District** (hereinafter the “School District”) whose principal place of business is located at 11 Trojan Way, Suite 100, Coal Center, PA 15423, and **Merakey Pennsylvania** (hereinafter “Merakey”), whose principal place of business is located at 4251 Crums Mill Rd, Harrisburg PA 17112.

WHEREAS, the School District is responsible for providing a free and appropriate education to school age children with Autism and/or Emotional Disturbance residing within the school district; and

WHEREAS, Merakey operates a private academic school licensed by the Pennsylvania Department of Education to provide educational services to children with Autism and/or Emotional Disturbance; and

WHEREAS the School District seeks to contract with Merakey to provide educational services to students with Autism and/or Emotional Disturbance whom the School District, the student’s parents or guardian and Merakey have determined will benefit from placement in the Merakey school.

Now, therefore, in consideration of the mutual promises contained herein, the parties, by their duly authorized representatives, and intending to be legally bound, agree as follows:

I. Term and Renewal of Agreement

The term of this Agreement will be from August 1, 2020 through and including July 31st, 2021.

II. Responsibilities of Merakey

A. Facilities

1. Merakey has obtained and will maintain all state and local licenses and permits necessary to occupy and utilize the facilities to be used to provide educational services to school aged children enrolled in the Merakey school. The School District may obtain copies of any licenses and permits from Merakey upon request.

2. Merakey will post its occupancy certificate at all times.

B. Staffing

1. Merakey will assure that each school employee meets applicable age, health, licensure and certification requirements and will obtain both child

abuse and criminal history background clearances for employees to the extent required by state law.

2. Merakey will maintain records of every school employee's compliance with applicable requirements as set forth in paragraph B.1 above, and, upon request, will provide the School District with copies of documents establishing compliance by a Merakey school employee.

3. Merakey will assure that classes at the pre-school, elementary and secondary level will be taught by a teacher holding a certificate in special education or who has a private academic certificate (evidencing graduation from an approved four-year college or university and having completed 24 semester hours in the theory of special education). In the event that Merakey must utilize a substitute teacher on a temporary basis, it may accept a public certification by the substitute teacher in other education content areas.

4. Safety-Care is the preferred method of student de-escalation and physical management. This two-day training is given to Merakey classroom staff.

C. Student Attendance

1. The Merakey school academic year is established by Merakey.

2. Merakey will comply with applicable state requirements regarding attendance and will maintain and forward student attendance records to the designated School District representative on a monthly basis.

3. Representatives from the School District and Merakey will meet to discuss unauthorized absences exceeding five days.

4. Merakey, after consultation with and agreement by the School District, may suspend or expel a student if it determines that the student presents a threat of harm to self or to others. Merakey and the School District jointly understand that time is of the essence in this type of matter and agree to expeditiously review and decide upon the proposed suspension or expulsion. Notwithstanding the above, Merakey may suspend or expel a student immediately if, in Merakey's sole discretion, the student presents a safety concern with respect to him/herself or others.

D. Student Records and Progress Reports

1. Merakey will maintain students' academic and permanent records to include the following:

- a. diagnostic tests and reports, including tests and examinations performed by a school psychologist.
- b. progress reports for each marking period.
- c. evaluation reports and re-evaluation reports.
- d. prior school's records (if available).
- e. individual education program ("IEP") plan.
- f. health records received from the School District (physician report, immunization record, dental exam).
- g. miscellaneous records including monthly behavioral assessments, and functional assessments.

2. Merakey will send Progress Reports for every student to the designated School District representative and to the students' parents or guardian quarterly unless requested otherwise by the School District and the parents or guardian of a student. The Progress Reports will contain such information as the School District and Merakey have agreed to include in the reports but, at a minimum, will contain data reflecting a student's IEP goal areas and outcome measures.

E. Compliance with Safe Schools Requirements

Merakey will maintain and send a written report to the School District of all incidents involving acts of violence; possession of a weapon; possession, use or sale of alcohol, or tobacco by any student.

F. School Health Services

1. Merakey will provide (at its option) or arrange through the School District for the provision of school nursing services to students enrolled in the Merakey school. The School District's nursing staff shall at all times be responsible for compliance and oversight of all annual requirements related to school nursing services and for all chart audits.

2. Merakey employees who interact with students will be trained to provide CPR and first aid services. Training will include first aid, Heimlich techniques, cardiopulmonary resuscitation and universal

precautions, crisis intervention, behavior management and general health and special issues (e.g., seizure disorders, asthma) that can affect a student.

3. Merakey will maintain and administer medications as follows:

a. Prescription and over-the-counter medications shall be kept in their original containers and in a locked container.

b. The original containers of medication (including over-the-counter medications) shall be labeled with a pharmacy label that includes the child's name, medication name, date the prescription was issued, dosage, and physician's name. Original labels should be on the container.

c. Prescription medications shall be used only by the child for whom the medication was prescribed.

d. Administration of medications will be administered by identified and trained School staff. Yearly medication administration refresher training will be conducted with identified staff.

e. Oversight of medication administration, medication logs, medication storage, and staff training needs will be monitored by a health professional at Merakey. (Health professional can include but is not limited to a LPN, RN, CRNP, PA, CSN).

f. Medication administration will be reported, indicating what medication was given, the time the medication was given, the dosage administered, and who administered the medication. Any medication error will be logged and an incident report will be completed and parents notified. All medication errors will have a plan of correction and follow up for prevention of further error.

G. Academic Standards and Assessment

1. Merakey will comply with academic standards under 22 Pa. Code Section 4.28 relating to "Special Education", with Sections 51.51 through 51.53 addressing "Course of Study and Instructional Equipment" and with Sections 59.21 through 59.23 addressing "Program of Instruction, Instructional Equipment and Materials and Library/Media Services."

2. Merakey will conduct an intake conference with every student and the parent or guardian of every student to assure the appropriateness

of placement of each student and to select each student's curriculum.

3. Merakey will comply with all curriculum requirements specified by state law. Written lesson plans will be maintained on file for subjects taught.
4. Merakey may also provide basic education, which includes a core curriculum of math, social studies, and English. Physical education is also a component of the basic program.
5. Merakey, if requested by the School District, will register with PDE and administer the appropriate State assessments, in accordance with 22 Pa. Code § 4.51 (relating to the State Assessment System).
6. Merakey will design a specialized program to meet the needs of the students exceptionalities, regular curricula will be adapted, if possible, and an emphasis will be placed on life skills for those students whose individual needs, as reflected in their IEP, requires programs different from the standard curriculum.

H. Special Education Services and Programs

1. Merakey, in cooperation with the School District, will develop and implement an IEP for each student consistent with the provisions of 22 Pa. Code § 59.5 (Individualized Education Program) and with a student's specialized curriculum as well as Chapter 14 and the Individuals with Disabilities in Education Act ("IDEA").
2. Merakey will review each student's IEP at least annually.

I. Student Admission Criteria

1. To be admitted to the Merakey school, a prospective student must:
 - a. have a diagnosis of PDD, Aspergers, Autism and/or Emotional Disturbance and be eligible for special education services as determined by the student's home school district.
 - b. be at least 4 years and 7 months old before the first day of the school term provided; however, that upon agreement of the School District, Merakey and a child's parents or guardian, a child who otherwise is appropriate for admission to the school and who will attain the minimum age within ten days of the first day of the school term, may be admitted to the Merakey school.

2. Students who are placed on a waiting list to attend the Merakey school may be admitted to the School consistent with available openings in classrooms, matching of skill level with other students in their potential class, the age of the student, and the benefit to the student to attend the school.

J. Periodic Review

Merakey will review each student at the end of each progress review as to their readiness to return to their home school.

K. Non-Discrimination Clause

Merakey will not discriminate against any employee or student on account of age, race, color, sex, religious creed, national origin, marital status, sexual orientation, gender identity or handicap.

L. Insurance

1. Merakey will, at its sole cost and expense, procure and maintain in full force and effect, insurance covering the performance of the services rendered under this Agreement in the following types:

a. General Liability Insurance/Professional Liability Insurance in the amount of \$1 million.

b. Workers' Compensation and Employers' Liability Insurance.

2. Merakey will also obtain any other insurance coverage as may be required by law.

3. All insurance provided for in this section shall be obtained under valid and enforceable policies issued by insurers of recognized responsibility which are licensed to do business in the Commonwealth of Pennsylvania. Merakey will provide the School District with a copy of its certificates of insurance.

M. Risk and Indemnification

1. Merakey, as an independent contractor, assumes all risks and responsibilities for losses which can be attributed directly to the actions of Merakey and its employees and agents in fulfilling its responsibilities under this Agreement.

2. Merakey agrees to indemnify and hold harmless, but not to defend, the School District and its employees and agents for, or on account of, liability arising out of the act, omission or misconduct which can be attributable directly to Merakey and its employees and agents in fulfilling their responsibilities under the terms of this Agreement.

N. Complaints and Grievances

Merakey and the School District will mutually develop and adopt policies and procedures relating to the identification and resolution of complaints or grievances presented to either party by any student or a student's parents or guardian.

O. School Food Services

1. Merakey is not responsible for and does not provide meals for students. A parent or guardian may provide or arrange for meals for their child.

III. School District Responsibilities

A. Maintenance of Records

The School District will maintain complete and accurate records for each student at the Merakey school including but not limited to information concerning the number of hours of instruction in each curricular subdivision, scholastic achievement, test scores and student health.

B. Student Visitation

School District representatives and counselors may reasonably visit students during regular Merakey school hours of operation. School District representatives may not visit during times or on dates that would disrupt teaching or operations.

C. Transportation

School District will transport students from their homes to the Merakey school and from the Merakey school to their homes including when the students attend school-related activities. The School District shall be solely responsible for any decision related to transportation including, but not limited to, the staffing levels for transportation, staff training required for transportation, and oversight of the same. The School District shall be solely responsible for all incidents, losses, liabilities, and other events that occur during or are related to the transportation of students.

D. Safe Schools

School District will supervise and monitor compliance by Merakey with the provisions of Article XIII-A of the School Code relating to “Safe Schools” requirements.

E. Academic Standards

School District will supervise and monitor compliance by Merakey with the provisions set forth at Title 22 Pa. Code §§ 4.28 (Special Education), 4.51 (State Assessment System) relating to Academic Standards and Assessment, Chapter 14 relating to Special Education Services and Programs and the IDEA.

F. Risk and Indemnification

1. School District assumes all risks and responsibilities for losses which can be attributed directly to the actions of the School District and its employees and agents.
2. School District agrees to indemnify and hold harmless but not to defend Merakey, its employees, directors, officers and agents for, or on account of liability arising out of the act, omission or misconduct which can be attributed directly to the School District, its employees and agents in fulfilling its responsibilities under this Agreement.

G. Payments

The Merakey school year follows the School District’s calendar and is a minimum 180 days in length excluding in-district classroom days. Merakey may also provide Extended School Year services. School District will pay Merakey for each student enrolled in the Merakey school for each day a student is enrolled regardless of the number of days of school the student attends, including any and all one-to-one services. The School District will pay bills submitted by Merakey within 30 days of receipt. Any payments that are late shall be subject to a fee. The rate sheet for the initial term is attached. ***SEE ATTACHED RATE SHEET**

H. Solicitation of Merakey Employees

For as long as this Agreement is in place and for a period of two years thereafter, the School District shall not directly or indirectly induce or attempt to influence any Merakey employee to terminate employment or any other relationship with Merakey. If this section should be adjudged unreasonable in any proceeding, then the period of time shall be reduced

by such amount such that it may be enforced for such time as is adjudged to be reasonable.

IV. General Terms and Conditions

A. Confidentiality

Merakey and the School District, their agents and employees will perform their respective obligations under this Agreement in such manner as to ensure that records, names, and identities of students enrolled in the Merakey school shall remain confidential, except as disclosure is authorized or permitted by state or federal law and the terms of this Agreement. Neither party will use or disclose information in a manner that would violate the requirements set out in the Health Insurance Portability and Accountability Act of 1996 and the regulations adopted thereunder.

B. Modification

This Agreement contains all the terms, provisions, and conditions of this Agreement. Except for the annual rate sheet (containing updated Term dates and rates) which shall be valid under the terms set forth in Section III.G, any amendment to the terms of this Agreement shall be valid when reduced to writing, signed by the parties and attached to the original of the Agreement.

C. Assignment

Merakey and the School District agree that this Agreement may not be assigned or transferred without the prior written approval of both parties.

D. Jurisdiction and Venue

Merakey and School District agree that this Agreement shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania. Any dispute involving the Agreement shall be brought before the Court of Common Pleas of Dauphin County.

E. Cancellation

Either party may terminate this Agreement upon providing the other party 30 days advance written notice. In the event of cancellation of this Agreement by the School District, Merakey shall be entitled to receive compensation for all work completed through the effective date of cancellation. All payments relating to the provision of the service by Merakey shall, upon cancellation by either party, be paid within thirty (30)

days of the date of submission of a bill marked “final bill” by Merakey to the School District.

F. Third Parties

The parties to this Agreement do not intend for any third party to have any right to enforce any of its terms.

G. Counterparts

This Agreement may be executed in counterpart.

H. Authorization

By executing this Agreement, each signatory represents that he or she is duly authorized to execute this Agreement on behalf of the party he or she represents and that he or she has obtained all approvals and consents necessary to take said action.

Exhibit A



**Merakey School-Ellsworth
3 Oak Street P.O. Box 625 Ellsworth PA 15331**

ASD Student Tuition	\$ 159.76 /day
PCA full day	\$ 165.92 /day
ASD Student Tuition with PCA	\$ 325.68 /day
Physical Therapy	\$ 110.72 /hr
Occupational Therapy	\$ 81.68 /hr
Speech / Language	\$ 104.04 /hr
Consult	\$ 99.68 /hr
Consultation / ABA Certified	\$ 162.84 /hr
Functional Behavioral Assessment	\$ 365.40
Half day Training	\$ 332.16
Full Day Training	\$ 631.12

Extended School Year (ESY)

ESY Tuition	\$ 107.32 /day - \$2468.36
ESY Tuition with a PCA	\$ 273.24 /day - \$6284.52

*The cost for this service is per student that qualifies for a slot of 23 student days (\$107.32 per day). The School District will receive a bill, payable upon receipt, for Merakey reserving an attendance slot at the Merakey School. This amount is due and payable regardless of the student's actual attendance, which is outside of the control of Merakey School. Other services provided as stated in the IEP.



90 West Chestnut Street, Suite 310T
Washington, PA 15301

Cheryl D. Andrews, Executive Director
Phone 724-223-1181 Fax 724-223-1187

This Letter of Agreement is between Washington Drug and Alcohol Commission, Inc. and the California Area School District both parties agree to cooperate in providing services for the Student Assistance Program for the 2020-2021 school year.

Washington Drug and Alcohol Commission, Inc. and California Area School District agree that this Letter of Agreement shall be supplemented by, include reference to, and be governed by:

1. The provisions of the Public School Code of 1949, as amended, 24 P.S. section 15-1547
2. Any other statutory or regulatory provisions pertaining to the Student Assistance Program
3. The District's alcohol, tobacco and other drugs policy, suicide/mental health crisis policy, weapons policy, record release policy, and any other policy regarding the Student Assistance Program.
4. The policies of the California Area School District relating to the confidentiality of education records, the Family Educational Rights and Privacy Act (FERPA) and any other laws governing the confidentiality of education records.

Washington Drug and Alcohol Commission, Inc. and California Area School District agree that all records generated by the Student Assistance Program, relating to individual students, are confidential education records maintained and controlled by California Area School District.

Washington Drug and Alcohol Commission, Inc. agrees to designate a *SAP Certified Prevention Specialist* to provide the following services as an ad hoc member of the Student Assistance Core Team.

1. Consultation, technical assistance and education to core teams.
2. Attendance at two scheduled core team meetings per month for the purpose of referrals, case management, and follow up services.
3. Facilitation of education groups (four students or more) offered to identified students referred through the core team subject to limitation of staff availability; student participation in education groups shall be permitted only with parental permission.
4. Assistance with faculty in-service within the limits of staff availability.
5. Provision of educational resources to school personnel, students, families, and community as requested.

California Area School District agrees to provide the following:

1. Appropriate space in the school where services can be provided with safety and privacy.
2. Copies of the district's alcohol, tobacco, and other drug policy, suicide/mental health crisis policy, school calendar, a schedule of special activities, and any other school policies, which may Affect Student Assistance Program Services.
3. Family notification of the Student Assistance Program and the services to be provided in the school as required in the record policy.
4. Release time as established by the core team for referral students to educational groups; Time of groups will be designed so that instructional time is not disrupted.
5. Contact with parent or guardian of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.
6. A designated contact person to ensure effective communications between the team and the provider.
7. Data Submission (Optiscan Forms) regarding the Student Assistance Programs to the Department of Health, Education and Public Welfare.

Washington Drug and Alcohol Commission, Inc. agrees to designate a *SAP Certified Treatment Liaison* to provide the following services as an ad hoc member of the Student Assistance Core Team:

1. Washington Drug and Alcohol Commission's Treatment Liaison will administer the screening/assessment tool to students participating in the student assistance program and make recommendations to the SAP team for appropriate referrals to drug and alcohol treatment or educational groups.
2. Washington Drug and Alcohol Commission's Treatment Liaison will only conduct a drug and alcohol screening/assessment with a signed parental consent form.
3. Washington Drug and Alcohol Commission's Treatment Liaison, whenever appropriate and possible, will include student's parent/guardian in the assessment process.
4. Washington Drug and Alcohol Commission's Treatment Liaison will work closely with the SAP team and the designated drug and alcohol prevention liaison to assure the continuity of services through a coordinated approach.

California Area School District agrees to:

1. Provide appropriate space in the school where services can be provided with safety and privacy.
2. Provide family notification of the Student Assistance Program and the services to be provided in the school.

3. Release student at the time designated for Washington Drug and Alcohol Commission's Treatment Liaison to do the screening/assessment. If student does not report, the Washington Drug and Alcohol Commission's Treatment Liaison will notify the California Area School District contact immediately.
4. Release time as established by core team for referred students to attend treatment and/or educational groups. Time of groups will be designed so that instructional time is not disrupted.
5. Contact parent or guardian of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.
6. Designate a contact person between the team and the Washington Drug and Alcohol Commission provider to ensure effective communication.

The terms of this Agreement shall coincide with the 2020-2021 school year of the California Area School District. This Agreement can be amended by mutual agreement of both parties. If a conflict arises the following progressive meeting process will be followed.

1. District Core Team and Washington Drug and Alcohol Commission Prevention Program Director
2. School Building Administrator and Washington Drug and Alcohol Commission, Inc., Executive Director
3. School District Central Office Administrator and Washington Drug and Alcohol Commission, Inc. Board of Directors
4. Interagency Planning Committee

NOTE: In addition to the personnel indicated at each step, other individuals involved with the Student Assistance Program may be included as necessary and appropriate.

California Area School District

Washington Drug and Alcohol Commission, Inc.

Superintendent



Executive Director

Date



Date

CALIFORNIA AREA SCHOOL DISTRICT

2019-2020 School Calendar

Adopted: January 16, 2019

Revised : **DRAFT**

August

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
4	5	6	7	8

September

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
28				

October

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
47	48	49	50	

November

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
66	67	68	X	X

December

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
X	X			

January

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
99	100	101	102	103

February

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
117	118	119	120	121

March

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
C/T	C/T			

April


		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
146	147	148	149	

May

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
X	166	167	168	169

June

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			
C	C	C	170*	



2019 **2020**

TROJANS

August	8
September	20
October	22
November	18
December	15
January	20
February	18
March	10
April	18
May	20
June	1
Instructional Days	170

SIGNIFICANT DATES DURING THE SCHOOL YEAR:

- August 19** - Teacher In-Service Day (TI)
- August 20** - Teacher In-Service/Clerical Day (TIC)
- August 21** - First Day for Students
- September 2** - Labor Day
- October 25** - Teacher In-Service
- October 28** - Act 80 /Parent-Teacher Conferences
- November 11** - Veterans Day Observed
- November 27** - Early Dismissal for Thanksgiving
- November 28 thru**  Thanksgiving Break
- December 2** -  Thanksgiving Break
- December 3** - Act 80 /Teacher Training
- December 20** - Early Dismissal for holidays
- December 23** -- Act 80/Teacher Training
- December 24 thru**  Christmas / New Year's Break
- January 1** -  Christmas / New Year's Break
- January 17** - Teacher In-Service Day (TI)
- January 20** - Martin Luther King Day
- February 14** - Teacher In-Service Day (TI)
- February 17** - **President's Day** snow make-up
- April 9** - Early Dismissal for Spring Break
- April 10** - Good Friday
- April 9, 13, & 14** - **Spring Break -- make-up days**
- April 15** - **make-up day**
- May 25** - Memorial Day
- May 29** - Last Student Day
- June 1** -- Teacher Clerical Day: K-4
- June 2** -- Teacher Clerical Day: 5-8
- June 3** -- Teacher Clerical Day: 9-12
- June 4** -- Act 80 *

Instructional Days	166
Act 80 Days (Instructional Days)	4
Teacher In-Service (TI) Day	4
Teacher In-Service & Clerical (TIC) Day	1
Covid 19 Training/Prep	5
Teacher Professional Development	5
Teacher Clerical Day	1
Total Days:	186

TESTING SCHEDULE 2019-2020: CANCELLED

PSSA TESTING SCHEDULE 2019-2020

April 20-25, 2020 - English Language Arts (Grade 3-8)

April 27 - May 8, 2020 - Mathematics (Grade 3-8)

April 27 - May 8, 2020 - PSSA Make-ups

KEYSTONE EXAMS TESTING SCHEDULE 2019-2020

December 2-13, 2019 - Algebra I, Biology, Literature (Winter)

January 6-17, 2020 - Algebra I, Biology, Literature (Winter)

May 11-22, 2020 - Algebra I, Biology, Literature (Spring)

- School Cancellation**
(Make-up Days)
- 1) **January 20, 2020**
 - 2) **February 17, 2020**
 - 3) **April 15, 2020**
 - 4) **April 14, 2020**
 - 5) **April 9, 2020**
 - 6) **April 13, 2020**
 - 7) **June 1, 2020**

Key:

	First Day of Classes
X	No School
	End of Nine Weeks Marking Period
	Act 80/ Parent-Teacher Conferences
T I	Teacher In-Service (TI) Day
TIC	Teacher In-Service & Clerical (TIC)
	Teacher Covid 19 Training/Prep (C/T)
	Teacher Professional Development (PD)

* 1 Act 80 Day and 5 Professional Development Days Online Asynchronous (36 hours) June 15 - August 14, 2020

CALIFORNIA AREA SCHOOL DISTRICT
BUDGET & FINANCE PAYMENT OF BILLS
MAY 20, 2020

E-1

ADMINISTRATION

P.O.#	CODE	COMPANY	DESCRIPTION	AMOUNT
20-611	2330-610	KEYSTONE COLLECTIONS GROUP	REAL ESTATE NOTICES	\$ 113.00
20-057	2350-330	ANDREWS & PRICE	RETAINER / LEGAL SERVICES MARCH 2020	1,681.00
20-606	2511-540	MON VALLEY INDEPENDENT	LEGAL AD	81.75
20-004	2511-610	KURTZ	OFFICE SUPPLIES	53.48
20-560	2818-438	IU#1 GENERAL FUND	SOPHOS CENTRAL INTERCEPT	932.16
20-583	2818-610	SHI	TECHNOLOGY SUPPLIES	504.00
20-612	5110-810	WELLS FARGO BANK	PAYING AGENT FEE - BOND SERIES 2013	750.00
				\$ 4,115.37

OPERATION & MAINTENANCE OF PLANT

20-592	2620-610	SHERWIN WILLIAMS	PAINT	\$ 339.84
20-594	2620-610	PETE CAPANNA	MAINTENANCE SUPPLIES	23.95
20-595	2620-610	A.G. MAURO	MAINTENANCE SUPPLIES	58.00
20-599	2620-610	HOME DEPOT	MAINTENANCE SUPPLIES	310.34
20-600	2620-610	FAYETTE PARTS SERVICE	MAINTENANCE SUPPLIES	907.71
20-601	2620-610	STERATORE SANITARY	CLEANING SUPPLIES	1,364.86
20-602	2620-610	BROWNSVILLE HARDWARE	MAINTENANCE SUPPLIES	197.33
20-603	2620-610	ZEP SALES & SERVICE	MAINTENANCE SUPPLIES	248.81
20-604	2620-610	LOWES	MAINTENANCE SUPPLIES	323.74
20-609	2620-610	FAGAN SANITARY	GYM FLOOR FINISH	882.74
20-613	2620-610	EIGHTY FOUR LUMBER	MAINTENANCE SUPPLIES	71.05
				\$ 4,728.37

TRANSPORTATION

2700/2750-513	MLAKER TRANSPORTATION	TRANSPORTATION	\$ 143,324.10
			\$ 143,324.10

ELEMENTARY/MIDDLE SCHOOL

20-596	1110-760	AMCOM	COPIER OVRAGE	\$ 303.35
20-597	1225/1233/1290	MERAKEY PENNSYLVANIA	STUDENT TUITIONS	22,592.50
20-488	1225-322	IU# 1 GENERAL FUND	SIGN LANGUAGE SERVICES	4,841.75
20-216	1233-563	TRANSFORMATION LEARNING	STUDENT TUITIONS	5,016.00
				\$ 32,753.60

HIGH SCHOOL

P.O.#	CODE	COMPANY	DESCRIPTION	AMOUNT
20-064	1110-348	IU#1 GENERAL FUND	RWAN - TECH SERVICES	\$ 2,588.00
20-607	1110-550	JOSTEN'S, INC	DIPLOMAS	1,385.48
20-534	1110-760	AMCOM	PRINTER MAINTENANCE DISTRICT WIDE	885.54
20-565	1233/1224/1270-569	EDUCATION CENTER AT WATSON	STUDENT TUITIONS	15,357.60
20-591	1211-569	TRANSITIONAL EMPLOYMENT	STUDENT TUITION	620.00
20-069	1270-322	IU# 1 SPECIAL EDUCATION	SPECIAL EDUCATION SERVICES	112,810.88
20-598	1290-322	IU#1 GENERAL FUND	ELL INSTRUCTION	3,553.50
20-487	1290-322	ALLEGHENY IU	PT/OT SERVICES	850.81
				\$ 138,051.81

PREPAID BILLS

-121	CASD PAYROLL FUND	APRIL 9, 2020 PAYROLL	\$ 218,393.15	
-220	CASD PAYROLL FUND	APRIL 9, 2020 PAYROLL TAXES	16,707.09	
-121	CASD PAYROLL FUND	APRIL 24, 2020 PAYROLL	225,916.41	
-220	CASD PAYROLL FUND	APRIL 24, 2020 PAYROLL TAXES	17,282.64	
-210	CM REGENT	APRIL LIFE INSURANCE	543.14	
-210	CM REGENT	APRIL INCOME PROTECTION	639.01	
-210	IU# 1 HEALTH CONSORTIUM	APRIL BC/BS INSURANCE	124,368.48	
20-068	1100-442	WELLS FARGO FINANCIAL LEASING	DISTRICT COPIER LEASE	1,750.00
20-067	1390-564	MON VALLEY CAREER & TECH CENTER	TUITION	72,517.30
20-256	2620-411	BIG'S SANITATION	SANITATION SERVICES	730.00
20-053	2620-424	CALIFORNIA BOROUGH SEWAGE	SEWAGE SERVICES	400.00
20-056	2620-424	TRI COUNTY JOINT MUNICIPAL	WATER SERVICES	2,461.75

PREPAID BILLS (continued)

P.O.#	CODE	COMPANY	DESCRIPTION	AMOUNT
20-054	2620-530	VERIZON	PHONE LINE	77.87
20-055	2620-530	VERIZON BUSINESS SYSTEMS	LOCAL / LONG DISTANCE TELEPHONE SERVICES	547.73
20-051	2620-621	PEOPLES NATURAL GAS	BUILDING HEAT	2,385.64
20-574	2620-610	UGI ENERGY SERVICES, INC	ENERGY SERVICES	1,573.73
20-050	2620-622	WEST PENN POWER COMPANY	ELECTRIC SERVICE-DISTRICT	6,213.87
20-052	2620-626	UNITED REFINING COMPANY	GASOLINE FOR VEHICLES	240.06
20-061	5110-830/920	BANC OF AMERICA	ACT 77 PROJECT	16,013.01
				\$ 708,760.88
GRAND TOTAL OF GENERAL FUND BILLS			\$ 1,031,734.13	

CALIFORNIA AREA SCHOOL DISTRICT
 PAYMENT OF BILLS FEDERAL PROGRAMS
 MAY 20, 2020

P.O.#	CODE	COMPANY	TITLE I	DESCRIPTION	AMOUNT
20FED14	1500-322	IU#1 GENERAL FUND	TITLE I	NON PUBLIC SERVICES	\$ 1,441.48
20FED13	1190-640	McGRAW HILL	TITLE I	READING BOOKS	7,952.95
					\$ 9,394.43
GRAND TOTAL OF FEDERAL PROGRAM BILLS			\$ 9,394.43		

CALIFORNIA AREA SCHOOL DISTRICT
 PAYMENT OF BILLS CAPITAL PROJECTS
 MAY 20, 2020

P.O.#	CODE	COMPANY	DESCRIPTION	AMOUNT
20CAP9	2600-760	COMBUSTION SERVICE & EQUIPMENT	McQUAY CHILLER	\$ 3,845.00
				\$ 3,845.00
GRAND TOTAL OF CAPITAL PROJECTS BILLS			\$ 3,845.00	

**CALIFORNIA AREA SCHOOL DISTRICT
IU#1 COOPERATIVE PURCHASING
LOW BID AWARDS
2020-2020**

E-2

GENERAL SUPPLIES (paper)	
CONTRACT PAPER GROUP	\$ 10,465.60
W.B. MASON	667.20

TOTAL	\$11,132.80



**Proposed
GENERAL FUND BUDGET
2020-2021**

Mon Valley Career & Technology Center prepares all students to attain their fullest potential for employment, to be life long learners, and to be productive and responsible members of an ever-changing society.

Joint Operating Committee Tentative Approval: May 7, 2020

MON VALLEY CAREER & TECHNOLOGY CENTER

BUDGET CALENDAR 2020-2021

2020-21 Budget process has been altered due to Covid-19 Pandemic

- May 7, 2020 Draft budget tentative approval by the Joint Operating Committee.
- May 8 to June 3, 2019 Budget review and approval by all district boards of school Directors. Articles of Agreement require the following action for budget adoption:
- “The approval of the operating budget shall require an affirmative vote of two-thirds of the participating school districts and a majority vote of the total number of school directors composing the area vocational-technical joint board in accordance with section 1805.1 (c) Act 579, 1965; and provided further, for the purposes of this section only, the vote of a participating school district shall be determined by a majority vote of the total number of all school directors comprising such participating boards. The vote in each individual board shall be duly recorded and shall thereafter be forwarded to the secretary of the Joint Operating Committee.”*
- June 4, 2020 Joint Operating Committee budget adoption.



May 1, 2020

Dear Member District Stakeholder,

The proposed 2020-2021 Budget for the Mon Valley Career & Technology Center is presented in a similar format as last year, which provides for consistency and understanding. The format enables the Administration to provide detailed notes on the same page as the budget figures.

The proposed 2020-2021 Budget highlights include:

1. An increase in enrollment retention with current enrollment at 489 with minimal increases to the budget (0.5%).
2. The premium share for dependent coverage has an increase of \$5.00 per year for the life of the contract (Actual for the 20-21 year is \$31.50 for individual EPO coverage, and \$55.00 for dependent EPO coverage, \$35.50 for individual ACSHIC PPO coverage, and \$58.50 for dependent PPO coverage).
3. Variances between 2019-2020 and 2020-2021 Budget amounts are explained for each object by a projected increase/decrease on the Summary and Pages 1 through 5.
4. Retirement Contribution: The retirement percentage for 2019-2020 was 34.29%. The 2020-2021 contribution will be 34.51%. \$50,000 will be transferred from the 0840 Special Reserve Account for Retirement into the Revenues for the 2020-2021 school year to offset increase in retirement contributions and Healthcare fluctuations. This is shown on the first page of the General Fund Budget Summary page under Revenues.

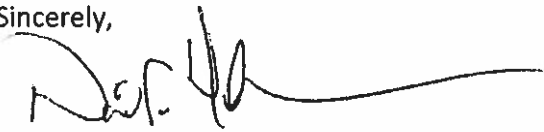
5. Member District Payment increase/decrease since the 2014-15 school year are as follows:

2020-21= 0.5% Increase.
2019-20= 3% Decrease.
2018-19= 0.06% Increase.
2017-18= 1.1% Increase.
2016-17= 1.1% Increase.
2015-16 = 5.639% Increase.
2014-15 = 3.87% Increase.

This proposed 2020-2021 Budget demonstrates the continued commitment to sound fiscal management that has characterized the Mon Valley Career & Technology Center Budgets for the past years. The Budget provides for the needs of our students within the constraints of fiscal resources. Special notes regarding various expenditures are provided through this Budget Document; however, if you desire further clarification, please do not hesitate to contact me at 724-489-9581.

On behalf of the students of Mon Valley Career & Technology Center, I respectfully submit the proposed 2020-2021 Budget.

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil F. Henehan', followed by a long horizontal line extending to the right.

Neil F. Henehan
Administrative Director

MON VALLEY CAREER & TECHNOLOGY CENTER

**2020-2021 GENERAL FUND BUDGET SUMMARY
THREE-YEAR COMPARISON**

EXPENDITURES		2018-19	Actual	Proposed	Projected	Proposed	Projected
Function	Description	Budget	2018-19	2019-20	2019-20	2020-21	Increase/ Decrease
			Expenditures	Budget	Expenditures	Budget	
1100	Regular Programs	126,013	124,779	129,370	129,422	130,826	1,456
1200	Special Programs	102,264	101,348	105,709	105,660	117,559	11,850
1300	Vocational Education	1,685,320	1,406,807	1,807,395	1,834,349	1,843,050	35,654
1600	Adult Education	18,293	16,494	18,293	18,689	8,997	-9,295
2100	Pupil Personnel	150,532	152,405	146,674	147,125	149,748	3,074
2200	Instructional Staff	1,700	1,486	45,700	45,700	33,300	-12,400
2300	Administration	368,050	371,155	361,538	364,026	369,136	7,598
2400	Pupil Health	2,025	1,992	2,037	2,037	2,040	3
2500	Business	111,906	112,121	105,652	114,955	108,544	2,893
2600	Operation & Maintenance	495,844	502,782	515,153	510,006	528,076	12,922
2800	Support Services Central	206,852	204,939	195,341	211,822	192,804	-2,538
3200	Student Activities	23,002	32,602	23,247	20,097	23,258	11
5230	Fund Transfer (Capital Res.)	0	172,813	0	50,000	0	0
5230	Fund Transfer (Retirement)	0	57,604	0	0	0	0
TOTAL		3,291,791	3,259,327	3,456,109	3,553,888	3,507,337	51,229

REVENUES		2018-19	Actual	2019-20	Projected	Proposed	Projected
Function	Description	Budget	2018-19	Budget	2019-20	2020-21	Increase/ Decrease
			Revenue		Revenue	Budget	
6510	Interest Eamed	100	3,534	1,000	2,000	3,500	2,500
6910	Rentals/Donations	0	0	0	0	0	0
6934	Personal Tuition-Self Paid	10,000	2,500	2,000	0	2,000	0
6944	Adult Education	20,000	8,295	10,000	9,000	9,000	-1,000
6949	Other Tuition	80,000	87,481	90,000	88,000	120,000	30,000
6990	Miscellaneous	0	0	0	0	0	0
6990.1	Health Consortium	0	0	0	0	0	0
6991	Refund Prior Year (Erate)	18,000	15,088	18,000	15,000	15,000	-3,000
7220	State Subsidy 1.	290,000	488,592	450,000	450,000	450,000	0
7221	Adult Ed. Subsidy	4,000	3,219	4,000	3,000	3,000	-1,000
7400	Equipment Grant	0	0	0	0	0	0
7509	Supplemental Equipment Grant	0	0	0	0	0	0
7810	Social Security	60,000	67,943	80,000	86,173	85,000	5,000
7820	Retirement	220,000	305,427	290,000	296,719	295,000	5,000
8521	Perkins Funding	130,000	127,640	130,000	124,933	130,000	0
9400	Sale Fixed Asset	0	0	0	0	0	0
8948	Member Districts	2,409,691	2,408,068	2,331,109	2,331,109	2,344,837	13,728
0840	Reserve Account Ret./Med. 2.	50,000	0	50,000	0	50,000	0
TOTAL		3,291,791	3,517,787	3,456,109	3,403,934	3,507,337	51,228

Note:

1. State Subsidy is an estimate from previous year's subsidy.
2. Transfer from Special CTC Reserve Account to offset the 34.51% retirement contribution.

Actual Retirement			
<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
"21.4%"	"25.84%"	"30.03%"	"32.57%"

The Special CTC Reserve Account is for Health Care Fluctuations and Retirement increases. \$50,000 transferred from the 0840 Reserve Account into Revenue for the 2020-2021 school year.

<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
"33.43%"	"34.29%"	"34.51%"

MON VALLEY CAREER & TECHNOLOGY CENTER

Code	Description	2018-19 Budget	Actual 2018-19 Costs	2019-20 Budget	Projected 2019-20 Costs	Proposed 2020-21 Budget	Projected Increase/ Decrease
1100 Secondary Instruction							
121	Salary, Instructor 1.	68,063	68,062	76,125	76,125	76,626	500
210	Group Insurance 2.	29,540	28,853	20,870	20,870	21,616	745
220	Social Security 3.	5,207	5,172	5,824	5,824	5,862	38
230	Retirement 4.	22,753	22,754	25,449	26,103	26,275	826
290	Personal Days	150	0	150	150	150	0
610	General Supplies	200	138	250	250	200	-50
640	Books & Periodicals	100	0	100	100	100	0
TOTAL		128,013	124,779	128,767	129,422	130,826	2,059
1240 Special Programs							
121	Salary, Instructor	64,622	64,621	68,873	68,873	77,025	8,153
210	Group Insurance	10,836	10,221	7,603	7,502	7,780	278
220	Social Security	4,944	4,882	5,269	5,269	5,892	624
230	Retirement	21,603	21,603	23,616	23,616	26,412	2,796
290	Personal Days	150	0	150	50	150	0
610	General Supplies	200	21	200	350	200	0
640	Books & Periodicals	100	0	100	0	100	0
TOTAL		102,254	101,348	105,710	105,660	117,659	11,850
1330 Health Occupations Education							
121	Salary, Instructor	67,703	67,703	76,725	75,725	76,625	900
122	Salary, Substitute	695	1,890	695	695	695	0
210	Group Insurance	29,540	28,654	20,870	20,870	21,616	745
220	Social Security	5,332	5,283	5,848	5,848	5,915	69
230	Retirement	22,865	23,674	26,198	26,204	26,607	309
290	Personal Days	150	150	150	150	150	0
400	Purchased Property Services	0	0	0	0	0	0
590	Travel	100	0	100	100	100	0
610	General Supplies	2,000	2,387	2,000	2,000	2,000	0
640	Books & Periodicals	500	0	500	500	500	0
760	Equipment-Replacement	0	0	0	0	0	0
TOTAL		128,786	129,721	132,084	132,090	134,107	2,022

Code	Description	2018-19 Budget	Actual 2018-19 Costs	2019-20 Budget	Projected 2019-20 Costs	Proposed 2020-21 Budget	Projected Increase/ Decrease
1380 T & I Instruction							
121	Salary, Instructor	620,671	540,569	741,663	741,663	766,834	24,171
122	Salary, Substitute	11,500	12,579	11,500	11,500	9,500	-2,000
123	Salary, Trans. Coord.	0	0	0	0	0	0
151	Salary (10 month)	35,600	35,982	36,700	36,700	37,700	1,000
210	Group Insurance	321,137	227,721	219,149	219,149	209,634	-9,515
220	Social Security	51,077	47,017	60,425	60,425	62,197	1,772
230	Retirement	223,202	203,919	270,430	270,430	280,678	10,148
240	Tuition Reimbursement	6,000	6,820	10,000	10,000	10,000	0
250	Unemployment	1,000	0	1,000	1,000	1,000	0
280	Personal Days	500	0	500	500	500	0
400	Purchased Property Svcs.	31,000	42,698	31,000	50,921	40,000	9,000
580	Travel	1,500	1,831	1,500	1,500	1,500	0
610	General Supplies	90,000	133,808	120,000	120,000	120,000	0
640	Books & Periodicals	2,000	0	10,000	10,000	5,000	-5,000
750	Equipment	0	1,214	0	0	0	0
760	Equipment-Replacement	0	0	0	0	0	0
820	Miscellaneous	25,000	22,928	25,000	25,000	25,000	0
TOTAL		1,420,087	1,277,086	1,538,867	1,558,788	1,568,443	29,576
1390 Other Vocational Programs-Perkins							
121	Salary, Counselor	0	0	0	0	0	0
122	Professional Membership	0	0	0	0	0	0
123	Salary, Trans. Coord.	0	0	0	0	0	0
191	Salary, Student Aids	60,000	47,122	0	0	0	0
210	Group Insurance	0	0	0	0	0	0
220	Social Security	4,590	3,604	0	0	0	0
230	Retirement	20,068	15,793	0	0	0	0
400	Purchased Property Services	12,500	18,422	12,500	12,500	12,500	0
500	Other Services	2,300	40,031	15,000	15,000	15,000	0
610	General Supplies	17,000	0	72,132	72,132	70,000	-2,132
750	Equipment	20,000	0	43,839	43,839	43,000	-839
TOTAL		136,448	124,972	143,471	143,471	140,500	-2,971
1610 Adult Education							
111	Salary, Coordinator	0	0	0	0	0	0
121	Salary, Instructors	9,000	5,400	9,000	9,500	4,000	-5,000
151	Salary, Secretary	0	0	0	0	0	0
220	Social Security	689	4,313	689	689	344	-344
230	Retirement	1,504	1,348	1,504	1,500	1,553	49
250	Unemployment	0	0	0	0	0	0
400	Purchased Property Services	1,000	3,028	1,000	1,000	500	-500
530	Communications	100	30	100	100	100	0
540	Advertising	1,500	0	1,500	1,300	600	-1,000
580	Travel	0	0	0	100	0	0
610	General Supplies	3,000	2,375	3,000	3,000	1,600	-1,500
640	Books & Periodicals	1,500	0	1,500	1,500	600	-1,000
TOTAL		18,293	16,494	18,293	18,689	8,997	-9,295

Code	Description	2018-19 Budget	Actual 2018-19 Costs	2019-20 Budget	Projected 2019-20 Costs	Proposed 2020-21 Budget	Projected Increase/ Decrease
2120 Pupil Personnel							
121	Salary	85,275	86,914	87,726	87,725	88,776	1,050
464	Secretary 184 day position	0	0	0	0	0	0
210	Group Insurance	29,726	28,840	21,048	21,046	21,796	750
220	Social Security	6,524	6,640	6,877	6,877	6,791	114
230	Retirement	28,507	28,507	29,927	29,927	30,636	709
290	Personal Days	150	150	150	150	150	0
580	Travel	250	1,138	1,500	1,500	1,500	0
610	General Supplies	100	368	100	100	100	0
TOTAL		160,632	152,555	147,125	147,125	149,748	2,623
2220 Technology Support Services							
610	General Supplies	500	326	5,000	5,000	5,000	0
750	Equipment	500	378	10,000	10,000	0	-10,000
760	Equipment-Replacement	0	0	30,000	30,000	25,000	-5,000
TOTAL		1,000	0	45,000	45,000	30,000	-15,000
2260 Instruction & Curriculum Development Services							
122	Professional Education	0	0	0	0	2,000	2,000
300	Professional Services	100	0	100	100	1,000	900
580	Travel	200	0	200	200	100	-100
610	General Supplies	200	66	200	200	100	-100
810	Fees	200	720	200	200	100	-100
TOTAL		700	786	700	700	3,300	2,600
2310 Board Services							
300	Professional Services	8,360	9,610	8,695	8,200	8,695	0
310	Administrative Services	3,200	1,200	3,200	3,200	3,200	0
330	Other Professional Services	3,200	3,100	3,200	3,200	3,200	0
400	Purchased Property Services	1,800	1,575	1,800	1,800	1,600	0
540	Advertising	2,000	628	2,000	2,000	2,000	0
580	Travel	700	0	700	350	700	0
800	Other/Meetings	300	1,421	300	300	300	0
TOTAL		19,360	17,534	19,696	18,850	19,696	0
2360 Legal Expenses							
300	Professional Services	4,500	4,000	5,500	5,500	5,500	0
310	Administrative Services	4,000	4,921	4,500	4,500	4,500	0
TOTAL		8,500	8,921	10,000	10,000	10,000	0
2360 Administrative Director's Office							
111	Salary, Director	104,600	108,509	104,500	104,500	106,500	2,000
115	Salary, CSA	3,500	3,500	3,500	3,500	3,500	0
210	Group Insurance	28,710	28,152	20,348	20,348	21,074	726
220	Social Security	8,262	8,389	8,262	8,262	8,415	153
230	Retirement	36,104	36,105	37,033	37,000	37,961	928
290	Personal Days	150	858	150	150	150	0
400	Purchased Property Services	900	1,058	1,000	1,000	1,000	0
580	Travel	1,000	2,102	3,000	3,000	3,000	0
610	General Supplies	2,500	2,707	2,500	2,500	2,500	0
TOTAL		186,626	189,380	180,293	183,626	184,100	3,807

Code	Description	2018-19 Budget	Actual 2018-19 Costs	2019-20 Budget	Projected 2019-20 Costs	Proposed 2020-21 Budget	Projected Increase/ Decrease
2380 Assistant's Office							
111	Salary	87,500	89,182	90,000	90,000	92,000	2,000
210	Group Insurance	29,733	28,847	21,054	21,054	21,803	749
220	Social Security	6,694	6,788	6,885	6,885	7,038	153
230	Retirement	29,251	29,251	30,861	30,861	31,749	888
290	Personal Days	150	0	150	150	150	0
400	Purchased Property Services	200	200	200	200	200	0
580	Travel	300	2,117	2,000	2,000	2,000	0
610	General Supplies	400	0	400	400	400	0
TOTAL		154,228	156,385	151,550	151,550	155,341	3,791
2400 Pupil Health							
132	Salary, Nurse	1,400	1,400	1,400	1,400	1,400	0
220	Social Security	107	107	107	107	107	0
230	Retirement	456	469	468	480	483	15
610	General Supplies	50	20	50	50	50	0
TOTAL		2,013	1,996	2,025	2,037	2,040	15
2600 Support Services - Business							
151	Salary	60,300	61,460	62,300	62,300	63,800	1,500
210	Group Insurance	26,694	25,737	16,983	26,286	17,606	823
220	Social Security	4,613	4,677	4,766	4,766	4,881	115
230	Retirement	20,158	20,158	21,363	21,363	22,017	654
290	Personal Days	150	100	150	150	150	0
580	Travel	90	92	90	90	90	0
TOTAL		111,906	112,224	105,652	114,955	108,644	2,892
2600 Operations-Maintenance of Plant							
111	Salary, Maint. Supervisor	0	0	0	0	0	0
171	Salary, Custodians	118,560	116,741	118,560	118,560	120,867	2,307
172	Salary, Substitutes	8,000	3,016	8,000	8,000	8,000	0
173	Premium Time	500	280	500	500	500	0
210	Group Insurance	79,212	66,955	55,497	79,000	67,877	2,380
220	Social Security	9,720	9,048	9,720	9,720	9,897	176
230	Retirement	39,802	39,114	40,826	40,826	41,884	1,058
250	Unemployment	200	0	200	0	200	0
290	Personal Days	150	0	150	150	150	0
400	Purchased Property Svcs.	75,000	129,395	100,000	100,000	100,000	0
424	Water 1.	9,400	8,334	9,400	9,000	9,400	0
521	Property Insurance	45,000	43,775	45,000	47,000	52,000	7,000
530	Telephone/Postage	10,000	9,858	10,000	10,000	10,000	0
580	Travel	100	183	100	100	100	0
590	Miscellaneous Services	200	0	200	150	200	0
610	General Supplies	25,000	27,345	50,000	25,000	50,000	0
621	Fuel for Building	20,000	20,686	20,000	20,000	20,000	0
622	Electricity	55,000	38,977	42,000	42,000	42,000	0
760	Equipment-Replacement	0	0	0	0	5,000	5,000
TOTAL		495,844	513,667	510,153	510,006	528,076	17,922

Code	Description	2018-19 Budget	Actual 2018-19 Costs	2019-20 Budget	Projected 2019-20 Costs	Proposed 2020-21 Budget	Projected Increase/ Decrease
2800 Support Services - Central							
140	Salary - Tech. Coord.	69,500	69,500	71,500	71,500	66,500	-5,000
150	Salary (12 month Secretary)	35,790	35,790	37,290	37,290	38,790	1,500
210	Group Insurance	67,909	56,120	40,526	57,205	42,723	2,198
220	Social Security	8,055	7,980	8,322	8,322	8,055	-267
230	Retirement	35,198	35,198	37,304	37,304	36,336	-968
290	Personal Days	300	0	300	150	300	0
580	Travel	100	350	100	50	100	0
TOTAL		206,862	204,938	195,341	211,822	192,804	-2,537
3200 Student Activities							
120	Salary	5,000	5,000	5,000	5,000	5,000	0
190	Service Work	650	242	650	1,000	650	0
220	Social Security	383	382	383	383	383	0
230	Retirement	1,672	1,671	1,672	1,715	1,726	54
580	Travel	8,500	19,919	8,500	8,500	12,000	3,500
590	Miscellaneous	6,798	5,390	6,798	3,500	3,600	-3,298
610	General Supplies	0	0	0	0	0	0
TOTAL		23,002	32,604	23,002	20,097	23,268	256

CALIFORNIA AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: BULLYING/
CYBERBULLYING

ADOPTED: February 19, 2014

REVISED:

<p>1. Purpose</p> <p>2. Definitions SC 1303.1-A</p>	<p style="text-align: center;">249. BULLYING/CYBERBULLYING</p> <p>The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.</p> <p>Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:</p> <ol style="list-style-type: none"> 1. Substantial interference with a student’s education. 2. Creation of a threatening environment. 3. Substantial disruption of the orderly operation of the school. <p>Bullying, as defined in this policy, includes cyberbullying. Cyberbullying shall mean bullying perpetrated through unwelcome written and/or audio and cell phone/camera information directed at a student by another student that has the intent and effect of (to create a nexus):</p> <ol style="list-style-type: none"> 1. Sending cruel, vicious, and sometimes threatening messages. 2. Creating websites or using social media accounts to include stories, cartoons, pictures, and jokes ridiculing others. 3. Posting pictures of classmates online and asking students to rate them, with questions such as “Who is the biggest (derogatory term)?” 4. Breaking into an email account and sending vicious or embarrassing material to others.
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	<p>5. Engaging someone through social media messaging, tricking that person into revealing sensitive personal information, and forwarding that information to others.</p> <p>6. Taking a picture of a person on school property (i.e. in the locker room using a digital phone camera or other digital media technology) and sending that picture to others with the intent to humiliate, ridicule or harm.</p> <p>The term bullying shall include the encouragement of any of the behaviors listed above, but shall not be interpreted to infringe upon a student’s right to engage in legally protected speech or conduct.</p> <p>School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.</p>
<p>SC 1303.1-A</p>	<p>The Board prohibits all forms of bullying by district students.</p>
<p>3. Authority SC 1303.1-A</p>	<p>The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district’s legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.</p>
<p>4. Delegation of Responsibility</p>	<p>Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.</p> <p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p>
<p>SC 1303.1-A</p>	<p>The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.</p>
<p>SC 1303.1-A</p>	<p>The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend</p>

<p>SC 1303.1-A</p>	<p>necessary revisions to the Board.</p> <p>District administration shall annually provide the following information with the Safe School Report:</p> <ol style="list-style-type: none"> 1. Board’s Bullying Policy. 2. Report of bullying incidents. 3. Information on the development and implementation of any bullying prevention, intervention or education programs. <p>The district expects employees and bus drivers who observe or become aware of an act of bullying to take immediate, appropriate steps to intervene. If an employee of bus driver believes that his/her intervention has not resolved the matter, or if the bullying persists, s/he shall report the bullying to the school principal for investigation. If proper reporting is not engaged in by the employee or bus driver in a position to observe the conduct, the district reserves the right to impose discipline on the employee or request the bus contractor to discipline their employee as deemed appropriate under the circumstances.</p>
<p>5. SC 1303.1-A Title 22 Sec. 12.3 Pol. 218</p>	<p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website, if available.</p> <p><u>Student, Parent/Guardian And Employee Reporting</u></p> <p>The school district strongly encourages all students and parents/guardians who become aware of any act of bullying to immediately report that conduct. Students may report acts of bullying to their teachers, building principal or other school employees supervising school-sponsored activities. Parents/Guardians may contact the building principal to report acts of bullying. If teachers cannot reasonably remediate acts of bullying through their own intervention, they shall report the bullying to the building principal. Other school employees who observe acts of bullying shall report that conduct to the building principal or designee.</p>

<p>Confidentiality</p>	<p><u>Investigation Procedures</u></p> <p>Each building principal or designee is authorized to investigate reports of bullying brought to their attention by students, parents/guardians, school employees or bus drivers. Any investigation of a report may include meetings with students, parents/guardians or employees; a review of student records and other reasonable efforts to better understand the facts surrounding a reported incident.</p> <p>The California School District recognizes that both the complaining student and the alleged bully have a strong interest in maintaining the confidentiality of the allegations and related information. The privacy of the complaining student, the individual(s) against whom the complaint is filed, and the witnesses will be respected as much as possible, consistent with legal obligations to investigate, to take appropriate action, and to comply with the Family Educational Rights and Privacy Act (FERPA), as amended, Pennsylvania law, and any discovery or disclosure obligations. As limited by FERPA protections, the principal or his/her designee may inform the complaining student/parents/guardians of the outcome of the investigation.</p>
<p>SC 1302-A, 1303.1-A Pol. 236</p>	<p><u>Education</u></p> <p>The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.</p>
<p>SC 1303.1-A Pol. 218, 233</p>	<p><u>Consequences For Violations</u></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none"> 1. Counseling. 2. Parental conference. 3. Loss of school privileges. 4. Transfer to another school building, classroom or school bus. 5. Exclusion from school-sponsored activities. 6. Detention. 7. Suspension.

<p>Pol. 248</p>	<p>8. Expulsion.</p> <p>9. Counseling/Therapy outside of school.</p> <p>10. Referral to law enforcement officials.</p> <p>Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the development and implementation of a safety plan and/or supervision plan with parents/guardians; separating and supervising the students involved; providing employee support for students as needed; reporting incidents to law enforcement if appropriate.</p> <p><u>Interplay With Other School Policies</u></p> <p>Nothing in this policy shall prevent school employees from enforcing, imposing discipline or fulfilling their professional responsibilities under other school district policies or student disciplinary rules.</p> <p>This policy shall not be interpreted as preventing a student or parent/guardian from filing a complaint under the school district's anti-harassment policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302-A, 1303.1-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3</p> <p>Board Policy – 000, 218, 233, 236, 248</p>
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