

TUNKHANNOCK AREA SCHOOL DISTRICT
TUNKHANNOCK, PENNSYLVANIA

BOARD OF SCHOOL DIRECTORS
WORK SESSION/BOARD MEETING
ADMINISTRATION CENTER
THURSDAY, FEBRUARY 25, 2016

6:00 PM – 7:15 PM You are invited to the opening reception of the Tunkhannock Area School District's Student Art Exhibit in the Central Administration Center. We hope you will be able to visit.

I. Call to Order

II. Pledge of Allegiance

III. Public Comments on Agenda Items Only

IV. Student Spotlight

V. Employee Spotlight

VI. Approval of Minutes

1. Recommended that a resolution be adopted to approve the Board Minutes of the January 14, 2016 Public Work Session/Board Meeting as presented. (pp7-14)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve the Board Minutes of the January 28, 2016 Public Work Session/Board Meeting as presented. (pp15-23)

Motion by _____ Seconded by _____

VII. Business and Finance

1. Recommended that a resolution be adopted to approve district Treasurers' Reports as presented.
 - a. District (p24)
 - b. Pennsylvania Liquid Assets (p25)
 - c. Payroll Account (p25)
 - d. Gas Lease Funds Account (p26)
 - e. Unemployment Compensation Fund (p27)

Business and Finance (Continued)

- f. Capital Reserve (p28)
- g. Scholarship Accounts (p29)
- h. Cafeteria (pp30-31)
- i. Title I (p32)
- j. Title II (p33)
- k. Activities Accounts (pp34-36)
- l. Community Funded Sports Account (p37)
- m. Pre K Funds (p38)
- n. General Fund Checking Account (p39)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve payrolls as presented:

a. District

January 8, 2016	\$786,040.21
January 22, 2016	\$782,060.81

b. Cafeteria

January 8, 2016	\$ 21,500.38
January 22, 2016	\$ 16,282.28

c. Title I

January 8, 2016	\$ 14,812.46
January 22, 2016	\$ 14,812.46

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to ratify wire transfers as presented.
(p40)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$850,000.03. (pp41-48)

Motion by _____ Seconded by _____

5. Recommended that a resolution be adopted to approve bills as presented:

a. District - \$394,934.20 (pp49-52)

b. Cafeteria - \$121,568.13 (p53)

Motion by _____ Seconded by _____

6. Recommend that a resolution be adopted to approve district financial reports as presented. (pp54-57)

Motion by _____ Seconded by _____

VIII. Superintendent's Report

1. Recommended that a resolution be adopted to approve the resignation of Brittany Wood, Varsity Cheerleading Coach, effective at the end of the 2015-2016 winter sports season. (p58)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve the appointment of Extra Curricular positions as listed below.

Carol Selwood*	JH Girls Track	\$2,710.00
Brandon Emmett*	JH Boys Track	\$2,710.00
To Be Announced	Girls Head Volleyball	\$3,695.00

*Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office.

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to approve volunteers as presented. All candidates have on file in the Superintendent's office clearances and TB testing as required by district policy. (p59)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to approve Scott Wright as a Long Term Substitute Maintenance Laborer at a rate of \$12.00/hr. Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office. (p60)

Motion by _____ Seconded by _____

5. Recommended that a resolution be adopted to approve the appointment of Long Term Substitute Custodians at a rate of \$11.75/hr as listed below.

Bethany Searfoss*
Sheryl Hofmeister*

*Act 34, Act 114 and Act 151 clearances and TB testing are on file in the Superintendent's Office. Currently approved as daily custodial substitutes.

Motion by _____ Seconded by _____

6. Recommended that a resolution be adopted to approve field trip/conference attendance as listed:

- | | | | | |
|----|-------------|----------------------------------|---------|---|
| a. | Jason Keown | FBLA State Leadership Conference | 4/10-13 | Total Cost \$ 5,033.80* (pp61-62)
9 Students Attending |
| b. | Jan Cechak | Skills USA Leadership Conference | 4/13-15 | Total Cost \$ 4,880.80* (pp63-64)
8 Students Attending |

*Includes teacher substitute

Motion by _____ Seconded by _____

7. Recommended that resolution be adopted to approve conference attendance as listed:

- | | | | | |
|----|---------------------|-------------------------|----------|-----------------------------|
| a. | Tara Kasperowski | PMEA Annual Conference | 3/30-4/2 | Total Cost \$ 609.00* (p65) |
| b. | MiSchelle Carpenter | PDE Data Quality Summit | 5/22-25 | Total Cost \$ 906.73 (p66) |

Motion by _____ Seconded by _____

*Includes teacher substitute

IX. Committee Reports

<u>Ad Hoc (Building Closure) Committee</u>	<u>Philip Farr</u>
<u>Advisory Senate</u>	<u>Bill Prebola</u>
<u>Budget & Finance Committee</u>	<u>John Burke</u>
<u>Building & Grounds Committee</u>	<u>Bill Weidner</u>
<u>Cafeteria Committee</u>	<u>Lori Bennett</u>
<u>Curriculum Committee</u>	<u>Holly Arnold</u>
<u>Extra Curricular Committee</u>	<u>Bill Prebola</u>
<u>Human Resources</u>	<u>John Burke</u>
<u>Intermediate Unit Representative</u>	<u>Lori Bennett</u>
<u>Legislative Chairman</u>	<u>Bill Prebola</u>
<u>Negotiations Committee</u>	
<u>Act 93</u>	
<u>Teacher's</u>	
<u>Support</u>	
<u>Policy Committee</u>	<u>Holly Arnold</u>
<u>Sick Leave Bank Committee (Support Staff)</u>	<u>Bill Weidner</u>
<u>Superintendent Search Committee</u>	<u>Bill Prebola</u>
<u>Technology Committee</u>	<u>Rob Parry</u>
<u>Transportation & Safety Committee</u>	<u>Rob Parry</u>

X. Unfinished Business

XI. New Business

1. Tunkhannock Area School District Student Art Exhibit

- a. Presentation of Viewer's Choice Awards – A special thank you to Dr. Ann Way and Mr. and John Simons for their sponsorship of the awards.
- b. Presentation of Judge's Choice Awards – A special thank you to Dr. Ann Way, Mr. and Mrs. John Simons and Sue Hand's Imagery for their sponsorship of the awards.

2. T ASD Visa Account (Information Only) (pp67-68)

3. Recommended that a resolution be adopted to approve the Tunkhannock Area High School 2016-17 Curriculum Guide.

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to approve the Tunkhannock Area School District Athletic Department Guidelines for Coaches.

Motion by _____ Seconded by _____

5. Recommended that a resolution be adopted to approve the 2015 Per Capita Tax Exonerations as submitted by the tax collectors.

Motion by _____ Seconded by _____

6. Recommended that a resolution be adopted to approve Girls Lacrosse as a Tunkhannock Area School District sponsored sport.

Motion by _____ Seconded by _____

7. Recommended that a resolution be adopted to approve the 2014-15 report of independent auditors – Murphy, Dougherty & Company.

Motion by _____ Seconded by _____

8. Recommended that a resolution be adopted to approve the contract for the new district superintendent effective July 1, 2016. Name and salary to be announced at meeting.

Motion by _____ Seconded by _____

XII. Additional Public Comments

XIII. Adjournment

Motion by _____

Seconded by _____

**Tunkhannock Area School District
Board Minutes – Public Work Session
January 14, 2016**

The Tunkhannock Area School District Board of Directors met on the above date at the Central Administration Building. The following members were present:

Board Member:	Present	Absent
Philip Farr, President	✓	
Bill Weidner, Vice-President	✓	
John Burke, Treasurer	✓	
Holly Arnold	✓	
Lori Bennett	✓	
Randy Greenip	✓	
Rob Parry	✓	
Bill Prebola	✓	
Bill Swilley		✓

There were interested citizens present.

Mr. Farr called the meeting to order at 7:35PM and then led the Pledge of Allegiance.

Mr. Farr announced that the Board had met in Executive Session just prior to this meeting to discuss legal issues.

Public Comment on Agenda Items Only

None

Student Spotlight

Mr. Galicki turned the floor over to Mrs. Bugno, Principal for the Mehoopany & Roslund Elementary Schools. Mrs. Bugno introduced Kara Cook and Aidan Holman as this month's student spotlight recipients and described the heroic and inspirational journey of each of the 9 year olds both in and out of school.

Employee Spotlight

Mr. Galicki turned the floor over to Mrs. Hvezda who announced that this month's employee spotlight is on Tracey Cragle.

Mr. Farr announced that enrollment data was provided in the packet for information.

Superintendent's Report

Resolution #1: A motion was made by Mr. Parry and seconded by Mr. Greenip to approve the items from the Superintendent's Report listed below (Dr. Prebola abstained from item 4 – Extra-Curricular). Voting: Motion carried unanimously - see resolution number one in the minute book.

**Tunkhannock Area School District
Board Minutes – Public Work Session
January 14, 2016**

1. Recommended that a resolution be adopted to approve the retirement of Robert Woloszyn, Maintenance Mechanic.
 2. Recommended that a resolution be adopted to approve the appointment of Elizabeth Paxton, Roslund Cafeteria Worker, Level 3 – 3 hrs/day – Student Days - \$11.25/hr – Effective Date 1/15/16.
 3. Recommended that a resolution be adopted to approve the change of assignment for Summer Frisco to part time ESL teacher and part time gifted teacher, effective 1/15/16.
 4. Recommended that a resolution be adopted to approve appointments to Extra Curricular positions as presented.
 5. Recommended that a resolution be adopted to approve volunteers as presented.
 6. Recommended that a resolution be adopted to approve conference/course attendance as listed:
 - a. Richard Seaberg Basic SRO Course 1/11 – 1/15 Total Cost \$1,484.02*
 - b. Richard Seaberg Advanced SRO Course 2/10-12 Total Cost \$607.88*
- * Cost will be covered by the Safe Schools Grant

Resolution #2: A motion was made by Mr. Parry and seconded by Mr. Burke to approve Option A as the 2016-17 School Calendar (see Exhibit A attached). Voting: Motion carried (7 – Yes, 1 – No) - see resolution number two in the minute book.

Committee Reports

Superintendent Search Committee: Dr. Prebola gave a brief update on the committee's progress in narrowing the field to 5 candidates.

Unfinished Business

None

New Business

Resolution #3: A motion was made by Mr. Parry and seconded by Dr. Prebola to approve the Bus/Van drivers as presented (see Exhibit B attached). Voting: Motion carried (7 – Yes, 1 – Abstain) - see resolution number three in the minute book.

Resolution #4: A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the Bus/Van contracts. Voting: Motion carried (7 – Yes, 1 – Abstain) - see resolution number four in the minute book.

Resolution #5: A motion was made by Mr. Parry and seconded by Dr. Prebola to approve the General Operating Budget of the Luzerne Intermediate Unit 18 for the fiscal year July 1, 2016 to June 30, 2017. Voting: Motion carried (7 – Yes, 1 – No) - see resolution number five in the minute book.

**Tunkhannock Area School District
Board Minutes – Public Work Session
January 14, 2016**

Resolution #6: A motion was made by Mr. Parry and seconded by Mr. Weidner to accept the January 2016 TASD Performance Audit as presented from the Pennsylvania Auditor General. Voting: Motion carried unanimously - see resolution number six in the minute book.

Public Comment

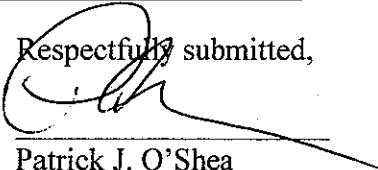
Mr. Baker commented on the LIU #18 General Operating Budget.

A motion to adjourn was made at 8:08 pm by Mr. Parry and seconded by Mr. Burke. Motion carried on all ayes.

ROLL CALL VOTE

RESOLUTION #:	1	2	3	4	5	6
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Abstain	Abstain	Yes	Yes
Randy Greenip	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	No	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Absent					
John Burke	Yes	Yes	Yes	Yes	Yes	Yes
Bill Weidner	Yes	No	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes

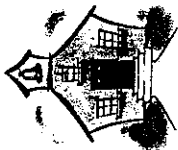
Respectfully submitted,


Patrick J. O'Shea
Board Secretary

Attachments: Exhibits A & B and a Conflict of Interest memo from Dr. Prebola

OPTION A

Recommended Calendar by TASD Administration and TAEA



AUGUST

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

T (8) S (6)

SEPTEMBER

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

T (21) S (21)

OCTOBER

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

T (21) S (19)

NOVEMBER

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

T (19) S (19)

DECEMBER

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

T (16) S (16)

JANUARY

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

T (21) S (20)

FEBRUARY

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

T (19) S (18)

MARCH

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

T (23) S (22)

APRIL

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

T (15) S (15)

MAY

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

T (22) S (22)

JUNE

M	T	W	TH	F
				2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

T (2) S (2)

EXHIBIT A

PROGRESS REPORTS ISSUED
 September 29, 2016
 December 8, 2016
 February 22, 2017
 May 5, 2017

August 22 Teacher Inservice - No School for Students
 August 23 Teacher Inservice - No School for Students
 August 24 First Day of School for Students
 Sept 5 Labor Day
 Oct 6 Parent/Teacher Conferences - No School for Students
 Oct 7 Teacher Inservice - No School for Students
 Nov 24-28 Thanksgiving Holiday
 Dec 23 - Jan 2 Holiday Recess

MARKING PERIOD ENDS
 October 28, 2016
 January 13, 2017
 March 23, 2017
 June 2, 2017

Jan 16 Teacher Inservice - No School for Students
 Feb 20 Presidents Day - Schools Closed
 Feb 23 Parent/Teacher Conferences - No School for Students
 March 7 Teacher Inservice - No School for Students
 April 12-18 Easter Holiday
 May 29 Memorial Day



REPORT CARDS GO OUT
 November 10, 2016
 January 27, 2017
 April 5, 2017
 June 15, 2017

June 2 Graduation/Last Day of School - Half Day for Students

SNOW MAKE-UP DAY WILL BE AS FOLLOWS
 December 23, 2016
 February 20, 2017
 April 12, 2017
 April 13, 2017
 April 18, 2017

KEYSTONE TESTING DATES (tentative)

Parent/Teacher Conference 11:00-1:00/5:30-8:00

*Recommended Calendar by TASD Administration and TAEA

HAVE A GREAT SCHOOL YEAR!

Revised 1/14/2016

2015-16 Driver List to be Approved

Last Name	First Name	Veh Number	Contractor Name
Bennett	Vicky	Bus	AE Brown
Boice	Mark	Sub Bus	AE Brown
Brown	Albert	Sub Bus	AE Brown
Brown	Catherine	Aide	AE Brown
Hadsall	Kyler	Sub Bus	AE Brown
Hadsall	Richard	Bus	AE Brown
Hoover	Brenda	Bus	AE Brown
Wilson	Larry	Bus	AE Brown
Ball	Joseph	Sub Bus/Van	Brown's Van Service
Belcher	Bobbi Sue	Van	Brown's Van Service
Bolthouse	Juanita	Bus	Brown's Van Service
Brown	Joseph	Sub Bus/Van	Brown's Van Service
Brown	Norman	Sub Van	Brown's Van Service
Brown	Wendy	Sub Van	Brown's Van Service
Caraftis	Yvonne	Van	Brown's Van Service
Chapin	Glenda	Bus	Brown's Van Service
Davis	Nicole	Van	Brown's Van Service
Dooley	Miles	Sub Bus	Brown's Van Service
Flower	Debra	Van	Brown's Van Service
Golden	David	Sub Van	Brown's Van Service
Gray	Lynda	Van	Brown's Van Service
Haraschak	Andrew	Sub Van	Brown's Van Service
Henn	Susan	Sub Van	Brown's Van Service
Hubert	Kelly	Sub Van	Brown's Van Service
Hutchins	Dean	Van	Brown's Van Service
Hutchins	Gail	Van	Brown's Van Service
Kenia	Brandy	Van	Brown's Van Service
Kenia	Diane	Bus	Brown's Van Service
Komrowski	Pamela	Bus	Brown's Van Service
McCook	Valerie	Bus	Brown's Van Service
Mikula	Lori	Sub Bus	Brown's Van Service
Miner	Randi	Bus	Brown's Van Service
Posten	Barbara	Van	Brown's Van Service
Posten	LeRoy	Van	Brown's Van Service
Roberts	Judi	Van	Brown's Van Service
Stephens	Jeremy	Sub Bus	Brown's Van Service
Stephens	William	Sub Bus	Brown's Van Service
Stredny	Deborah	Bus	Brown's Van Service
Strohl	Lorraine	Aide	Brown's Van Service
Testa	Lois	Van	Brown's Van Service
Ullrich	John	Sub Van	Brown's Van Service
Wall	Donald	Van	Brown's Van Service
Warpus	Brenda	Bus	Brown's Van Service
Webb	Robert	Bus	Brown's Van Service
Wilcox	Gwen	Sub Van	Brown's Van Service
Yakoski	Megan	Sub Van	Brown's Van Service

EXHIBIT B
(p 1 of 3)

2015-16 Driver List to be Approved

Barry	Peter	Bus	Buranich Bussing
Buranich	Diane	Sub Bus	Buranich Bussing
Miller	Paul	Sub Bus	Buranich Bussing
Stevens	Nancy	Bus	Buranich Bussing
Womer	Richard	Bus	Buranich Bussing
Womer	Roseanne	Sub Bus	Buranich Bussing
Gordon	Ardonna	Car	Car Contract
Kudrako	Agnes	Car	Car Contract
Myers	Richard	Car	Car Contract
Ross	Marcie	Car	Car Contract
Stapleton	Richelle	Car	Car Contract
Kuback	Hope	Bus	Charlotte Hadsall
Hawk	Edward	Sub bus	Edward Hawk
Sergi	Thomas	Bus	Edward Hawk
Corby	David	Van	Forward Transportation
Corby	Dianne	Sub Van	Forward Transportation
Culver	Phillip	Van	Forward Transportation
Gerrity	Julie	Sub Van	Forward Transportation
Gilpin	Carol	Van	Forward Transportation
Husband	Cynthia	Van	Forward Transportation
Husband	Jack	Sub Van	Forward Transportation
Husband, Jr	Jack	Sub Van	Forward Transportation
Jillimore	Daniel	Sub Van	Forward Transportation
Malak	Claudia	Van	Forward Transportation
Peters	Margaret	Van	Forward Transportation
Puzio	Georgia	Sub Van	Forward Transportation
Rusinko	Judy	Sub Van	Forward Transportation
Swingle	Betty	Van	Forward Transportation
Uren	Ronald	Sub Van	Forward Transportation
Uren	Theresa	Sub Van	Forward Transportation
Yatsko	Marie	Sub Van	Forward Transportation
Garrison	Benjamin	Sub Bus	Garrison Bus Lines LLC
Johnson	Deborah	Bus	Garrison Bus Lines LLC
Sherman	Becky Jo	Bus	Garrison Bus Lines LLC
Wilson	Donald	Sub Bus	Garrison Bus Lines LLC
Wilson	Michael	Bus	Garrison Bus Lines LLC
Youells	Rebecca	Bus	Garrison Bus Lines LLC
Bennett	Jeffrey	Bus	Jeff Bennett
Bennett	Robert	Bus	Jeff Bennett
Balko	David	Sub Bus	Open - Sub
Brown	Della	Sub Bus	Open - Sub
Carpenter	Arthur	Sub Bus	Open - Sub
Day	Heather	Sub Bus	Open - Sub
Gregory	James	Sub Bus	Open - Sub
King	Gary	Van	Open - Sub
Monsey	Phyllis	Sub Bus	Open - Sub
Morgan	Nicolette	Sub Bus	Open - Sub

EXHIBIT B
(p 2 of 3)

2015-16 Driver List to be Approved

Traver	Karen	Sub Bus	Open - Sub
Purdy	Albert	Sub Bus	Roger Purdy
Purdy	Roger	Bus	Roger Purdy
Purdy	Ronald	Van/Sub Bus	Roger Purdy
Shupp	Dale	Bus	Smarkusky Bussing
Smarkusky	Mary	Sub Bus	Smarkusky Bussing
Smarkusky	William	Sub Bus	Smarkusky Bussing
Snyder	Sandra	Bus	Smarkusky Bussing
Lewis	Lynn	Bus	Smith's Transportation LLC
Smith, Jr.	Carl	Sub Bus	Smith's Transportation LLC
Cobleigh	Greg	Bus	Steven & Scott Sickler
Sickler	Susan	Sub Bus	Steven & Scott Sickler
Kristunas	Rebekah	District Bus	TASD Employed Driver
Lee	John	District Bus	TASD Employed Driver
Traver	Brian	Bus	Traver Transportation LLC
Traver	Steven	Sub Bus	Traver Transportation LLC
Brewer	Bonnie	Van/Sub Bus	Walters Transport Inc
Fisher	Samantha	Van	Walters Transport Inc
Hallock	Jody	Aide	Walters Transport Inc
Henderson	Melissa	Van	Walters Transport Inc
Kuder	Ricky	Van	Walters Transport Inc
Ramey	Lisa	Van	Walters Transport Inc
Sickler	Marion	Sub Bus/Van	Walters Transport Inc
Stevens	Patricia	Sub Bus	Walters Transport Inc
Testa	John	Van/Sub Bus	Walters Transport Inc
Verbjar	Jan	Van	Walters Transport Inc
Walters	Charlene	Sub Van	Walters Transport Inc
Walters	Christina	Bus	Walters Transport Inc
Walters	Kevin	Bus	Walters Transport Inc
Walters	Kimberly	Bus	Walters Transport Inc
Walters	Marjorie	Sub Van	Walters Transport Inc
Walters	Roger	Bus	Walters Transport Inc
Walters	Thomas	Sub Van	Walters Transport Inc
Wertman	Brenda	Bus	Walters Transport Inc
Wertman	James	Bus	Walters Transport Inc
Wilson	Kathleen	Van	Walters Transport Inc

EXHIBIT B
(p 3 of 3)

**Conflict of Interest
Abstention Memorandum**

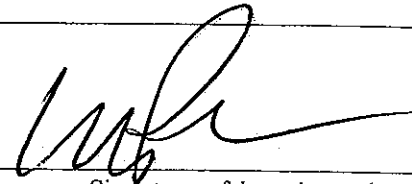
TO: Board Secretary, Tunkhannock AREA School District
FROM: William Probert board member
DATE: 1/14/2016

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

*RESOLUTION #1
item 4-EXTRA-CURRICULAR*

I am a volunteer/helper coach

My conflict/reason for abstaining is as follows:



Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.

**Tunkhannock Area School District
Board Minutes – Board Meeting
January 28, 2016**

The Tunkhannock Area School District Board of Directors met on the above date at the Central Administration Building. The following members were present:

Board Member:	Present	Absent
Philip Farr, President	✓	
Bill Weidner, Vice-President	✓	
John Burke, Treasurer		✓
Holly Arnold	✓	
Lori Bennett	✓	
Randy Greenip	✓	
Rob Parry	✓	
Bill Prebola	✓	
Bill Swilley	✓	

There were interested citizens present.

Mr. Farr called the meeting to order at 7:30PM and then led the Pledge of Allegiance.

Mr. Farr announced that the Board had met in Executive Session just prior to this meeting to discuss personnel and legal matters.

Public Comment on Agenda Items Only

Mrs. Teeters commented on the Archery Club (see Exhibit A attached).

Mr. Farr turned the floor over to Mr. Ellsworth who introduced Mr. Cechak and Mr. Bevan to make a presentation regarding the donation of gym equipment from Brown's Gym. Mr. Cechak explained that Mr. Jim Brown (TAHS '83) of Brown's Gym in Clarks Summit donated numerous pieces of weight-lifting equipment to the Tunkhannock Area School District. Mr. Cechak added that the equipment filled a tractor-trailer Mr. Parry arranged for the tractor-trailer that filled a tractor-trailer. Mr. Cechak then read a plaque that will be mounted in the new weight room thanking Mr. Brown for his generous donation.

Approval of Minutes

Resolution #1: A motion was made by Mr. Weidner and seconded by Mrs. Bennett to approve the minutes listed below. Voting: Motion carried unanimously - see resolution number one in the minute book.

1. Board Minutes of the December 3, 2015 Board Reorganization Meeting as presented.
2. Board Minutes of the December 17, 2015 Public Work Session/Board Meeting as presented.

Business & Finance

**Tunkhannock Area School District
Board Minutes – Board Meeting
January 28, 2016**

Resolution #2: A motion was made by Mr. Parry and seconded by Mrs. Bennett to approve the Business and Finance items listed below. Voting: Motion carried unanimously (Mr. Weidner abstained from Tyler Hospital bills) - see resolution number two in the minute book.

1. Approve district Treasurers' Reports as presented.
 - a. District
 - b. Pennsylvania Liquid Assets
 - c. Payroll Account
 - d. Gas Lease Funds Account
 - e. Unemployment Compensation Fund
 - f. Capital Reserve
 - g. Scholarship Accounts
 - h. Cafeteria
 - i. Title I
 - j. Title II
 - k. Activities Accounts
 - l. Community Funded Sports Account
 - m. Pre K Funds
 - n. General Fund Checking Account
2. Approve payrolls as presented:
 - a. District

December 10, 2015	\$804,663.39
December 22, 2015	\$871,132.64
 - b. Cafeteria

December 10, 2015	\$ 26,789.61
December 22, 2015	\$ 33,476.01
 - c. Title I

December 10, 2015	\$ 15,262.46
December 22, 2015	\$ 15,182.46
3. Ratify wire transfers as presented.
4. Ratify district bills as presented in the amount of \$893,413.06.
5. Approve bills as presented:
 - a. District - \$401,363.18
 - b. Cafeteria - \$130,042.47
6. Approve district financial reports as presented.

<i>Superintendent's Report</i>

Mrs. Eagen presented the Superintendent's Report in Mr. Galicki's absence.

**Tunkhannock Area School District
Board Minutes – Board Meeting
January 28, 2016**

Resolution # 3: A motion was made by Mr. Parry and seconded by Mr. Swilley to approve the items from the Superintendent’s Report listed below. Voting: Motion carried unanimously - see resolution number three in the minute book.

1. Approve the resignation of Ashlie Lewis, Junior High Girls Track and Field Coach.
2. Recommended that a resolution be adopted to approve the retirement of Dale Warner, Custodian.
3. Approve volunteers as presented. (see Exhibit B attached)
4. Approve Barbara Searfoss as a custodial substitute pending receipt of TB testing. (Exhibit B attached)
5. Approve appointments to Extra Curricular positions as presented. (Exhibit B attached)
6. Approve conference/course attendance as listed:
 - a. Mary Gene Eagen PA/Title I Improving 2/7-10/16 Total Cost \$1,277.81
School Performance
 - b. Jennifer Geary PMEAs Annual Conf. 3/31-4/1/16 *Total Cost \$443.00
* Includes substitute

Committee Reports

Superintendent Search Committee: Dr. Prebola announced that there are 3 finalists and that the next phase will be multiple focus groups to include members of the community. Dr. Prebola said that the three final candidates names are public and they are: Kendy Hinkel, Brian Waite and Heather McPherson

Curriculum Committee: Mrs. Arnold asked and the Board agreed to schedule a meeting for Tuesday March 8th at 7PM.

Unfinished Business

None

New Business

TASD Visa account statement was provided for information only.

Resolution # 4: A motion was made by Mr. Weidner and seconded by Mr. Parry to approve the Bus/Van contracts as presented. Voting: Motion carried (7 – Yes, 1 – Abstain) - see resolution number four in the minute book.

Resolution # 5: A motion was made by Mr. Swilley and seconded by Mr. Parry to approve the overnight field trip to Washington DC for the 8th Grade. Voting: Motion carried unanimously - see resolution number five in the minute book.

**Tunkhannock Area School District
Board Minutes – Board Meeting
January 28, 2016**

Resolution #6: A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the disposal of 25 Lacrosse helmets. Voting: Motion carried unanimously - see resolution number six in the minute book.

Mrs. Arnold raised the potential of modifying the graduation requirements concerning the classes outlined in the administrative regulation and curriculum guide to meet the required 26 credits. Mr. Ellsworth stated that the thought was to possibly removing the requirement for a computer science class in favor of an additional elective to give more flexibility for students.

A brief discussion was had regarding the disposal of old CRT style TVs which now represent a safety hazard and are no longer used.

Public Comment

Mr. Keiser commented on the graduation requirements.

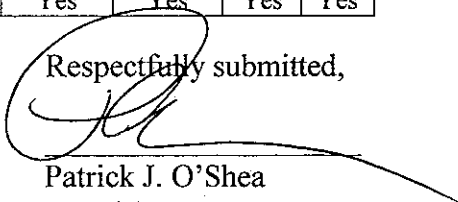
Mr. Baker commented on Mr. Moffitt's status.

A motion to adjourn was made at 8:08 pm by Mr. Swilley and seconded by Mr. Parry. Motion carried on all ayes.

ROLL CALL VOTE

RESOLUTION #:	1	2	3	4	5	6	7
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Abstain	Yes	Yes	Yes
Randy Greenip	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rob Parry	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Prebola	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bill Swilley	Yes	Yes	Yes	Yes	Yes	Yes	Yes
John Burke	Absent						
Bill Weidner	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Phil Farr	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Respectfully submitted,


Patrick J. O'Shea
Board Secretary

Attachments: Exhibits A & B and Conflict of Interest Memos from Mr. Weidner & Mrs. Bennett

Tunkhannock Archery Club
200 Franklin Avenue, Tunkhannock, PA 18657

January 28, 2016

Dear Tunkhannock Area School Board Members,

We are the board members of the Tunkhannock Archery Club. We are writing to advise you that you recently received a letter from Rebecca Bliss stating it was written on our behalf. This is NOT true. We have only recently learned of the letter, Ms. Bliss did not have our permission to write the letter. Rebecca Bliss is a volunteer coach with the archery club. While we appreciate her willingness to help the club, she does not serve in any sort of leadership capacity within the club and was not acting on our behalf in writing this letter. The letter requested that you consider recognizing us as an official school activity and making us part of the T ASD extra-curricular and co-curricular activities.

As the board members of the Tunkhannock Archery Club we respectfully ask that you disregard the letter submitted to you by Ms. Bliss. We have no desire to bring this program before the School Board for consideration as a school sponsored club or sport. We have functioned as a community sport/club for several years now, and wish to continue to serve both the school and the community in that capacity. We are insured, and follow the volunteer policy as laid out in your board policy. We believe the current partnership is working well and see no reason to change the arrangement. The only thing we really truly need, outside of facility use, is for the board to allow the gym teachers to mention the archery program as part of their curriculum in grades 4 through 12. This keeps us in compliance with the National Archery in the Schools Program guidelines. If you could do that, we will continue to instruct, coach and take your students to competitions.

We appreciate the cooperation we have received from the school in allowing us to use the middle school gym and storage closet. We also appreciate Ms. Bliss's willingness to work with the program as our school liaison. However, we cannot foresee allowing her to have any form of leadership within our organization because of an apparent conflict of interest. Rebecca's mother owns an archery business. Since joining our club she has been using her position as coach to funnel business to her mother's shop, which is not the only local business carrying or servicing our equipment needs.

As a community sponsored activity we have been able to expand the amount of equipment available to the students to accommodate the growing program. This year we even replaced the worn out targets with new ones, and added many new bows and arrows. We are currently working with 112 students in this year's program. We run 3 hours of practice on Friday nights to serve these students. We provide instruction, coaching and minor bow upkeep to the students. We allow students who do not own a bow to use our equipment, thus allowing a large number of students to participate with very little cost to their families. It is true we do charge a \$40.00 per student registration fee early in the season. This money is used to provide insurance, team shirts, equipment upkeep, state tournament fees, and a season end party. We do offer scholarships to students who cannot afford the registration fee.

Coach Bliss, in her letter to you states that, "it is extremely taxing on our parents who individually provide the transportation of their students." We believe this to be a gross overstatement. We do have a few families that find providing their own transportation to State College a hardship. We work diligently with these families to get carpooling. It has been and continues to be our goal to serve all our families. We want each of our archers to have the opportunity to compete and do everything we can to see that they do.

Please understand that if you do consider bringing this program under the school extra or co-curricular activities it will dramatically change the program. We believe that doing so would be detrimental to the program. First the district would have to take on the insurance for the program. You would also have to negotiate a salary for the coach/adviser for a program that runs from October into the middle of March, with the potential of post season competition for those qualifying for Nationals in May. The district would then also be expected to provide transportation to the tournament in Montrose, as well as the State tournament in State College, and transportation, housing, and meals for any qualifying for Nationals in Louisville, KY. The district would also be expected to cover the costs for equipment maintenance, repair, and replacement. Currently we

President Jason Tague

<https://sites.google.com/site/tunkarchery/>

EXHIBIT A (p 1 of 2)

Tunkhannock Archery Club
200 Franklin Avenue, Tunkhannock, PA 18657

have a good number of volunteers working together to provide a good experience to the students and we believe that offering a salary to one simply because she works for the district would create problems.

Please allow us to continue our partnership with the district as it currently stands. We would like to continue as a successful community sport. If you would like any further information or would like to discuss this further, please contact us.

Thank you for your service to our district and community.

Sincerely,

Tunkhannock Archery Club Board

Jason Tague, President *Jason Tague 570 197 5583*

John Hegedty, Vice-President

John Hegedty 570-881-9288

Kim Teeters, Secretary

Kim Teeters teeters5@gmail.com 570-861-4132

Jen Hegedty, Treasurer

Jen Hegedty khegedty@aol.com

Board Meeting Date: 1-28-2016

PERSONNEL
2015-16

NAME	ACTIVITY	YEAR	CLEARANCES
VOLUNTEERS			
Carol Hetzel	MS Field Trip to NYC	2015-16	Complete
Rachel Hetzel	MS Field Trip to NYC	2015-16	Complete
Judy Allen	Parent Vol. - Roslund	2015-16	Complete
Estera Salters	Parent Vol. - Roslund	2015-16	Complete
Jason Tague	Robotics - HS	2015-16	Complete
Tim Michaels	Mock Trial - HS	2015-16	Complete
Rebecca Talcott	Parent Vol. - Roslund	2015-16	Complete
Eula McCall	Parent Vol. - Roslund	2015-16	Complete
SUBSTITUTE			
Barbara Searfoss	Custodial Sub	2015-16	Pending TB
COACHES			
John Keefe	JH Head Softball Coach - \$2710	2015-16	Pending Fingerprint
John Walsh	JH Asst. Softball Coach - \$1309	2015-16	Pending Updated Clearances
Justin Muthler	Head Boys Tennis Coach - \$3695	2015-16	Complete
Ashlie Lewis - Rescind	Girls JH Track Coach Position		

EXHIBIT B

**Conflict of Interest
Abstention Memorandum**

TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Bill Weidner board member
DATE: 1/28/16

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

TYLER HOSPITAL

My conflict/reason for abstaining is as follows:

EMPLOYER

William Weidner
Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.

**Conflict of Interest
Abstention Memorandum**

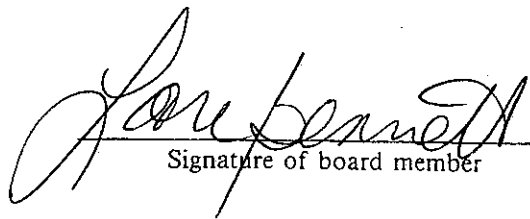
TO: Board Secretary, TUNKHANNOCK AREA School District
FROM: Lori Bennett board member
DATE: 1/28/16

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

BUS / VAN CONTRACTS

My conflict/reason for abstaining is as follows:

FAMILY MEMBER IS A BUS/VAN
CONTRACTOR.



Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT DISTRICT RECAP**

Balance as of January 1, 2016			
Checking (aka Bonus II)	10,323.32		
MMA (aka General Fund)	1,080,727.11		
PSDLAF	99,308.00		
Payroll	20,513.31		
Tax Collector's Account	5,839,599.58		
Gas Lease Funds Account	2,494,552.93		
Pre-K Counts	37,741.44		
Chapter I (aka Title I)	6,042.00		
Title II	3,300.57		
Tunk. Area Petty Cash	500.00		
Tunk. Area Imprest Checking	<u>2,000.00</u>		
		9,594,608.26	
Receipts:			
Real Estate Taxes	553,532.67		
Per Capita	5,333.00		
Real Estate Transfer Taxes	25,521.61		
Del Real Est.	170,109.87		
Del Per Capita	1,271.16		
Earned Income Tax	67,488.74		
Payment in Lieu of Tax	-		
LS Tax	1,216.92		
Public Utility Realty	-		
Property Tax Relief	-		
Interest	10,546.05		
Driver Ed.	-		
Gas Royalty	11,420.08		
Misc.	14,153.26		
Basic Ed.	4,786,746.72		
Special Ed.	1,037,004.00		
Vocational Ed.	36,879.00		
Pre K	139,329.19		
Career Tech	15,252.54		
Social Security	524,067.34		
Retirement	1,284,178.38		
Title I	455,147.48		
Title II	170,423.33		
IDEA 13/14	-		
Access 13/14	-		
Ready to Learn Grant	355,349.00		
Section 1305 & 1306	-		
PA Accountability Grant	-		
Supplemental Equip. Grant	-		
Medical Assist	-		
Medicade Assist Reimb.	-		
Transportation	901,320.67		
Rental/ Sinking Fund	-		
ARRA Job Fund	-		
Cafeteria	-		
Cafeteria Reimb.	60,265.62		
Workers Comp Reimb.	-		
Social Security Reimb.	2,302.01		
Retirement Reimb.	7,699.64		
Health Ins. Reimb.	<u>29,199.53</u>		
		10,665,757.81	
Total Working Balance:			20,260,366.07
Expenses:			
Payrolls	958,801.20		
Pay Deductions*	643,988.66		
Bills	2,915,566.34		
Transportation	249,854.03		
Cafeteria	<u>-</u>		
		4,768,210.23	
Balance as of January 31, 2016			
Checking (aka Bonus II)	9,175.43		
MMA (aka General Fund)	5,972,540.28		
PSDLAF (PSMAX)	96,949.06		
Payroll	20,635.34		
Tax Collector's Account	6,402,594.13		
Gas Lease Funds Account	2,507,621.70		
Pre-K Counts	2,070.63		
Chapter I (aka Title I)	360,375.52		
Title II	117,693.75		
Tunk. Area Petty Cash	500.00		
Tunk. Area Imprest Checking	<u>2,000.00</u>		
			15,492,155.84

*Included in payroll deductions: \$32,718.74(Qtrly payments and employee expenses)

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
PENNSYLVANIA LIQUID ASSETS (PSDLAF) ACCOUNT**

Balance as of January 1, 2016

PSDLAF	-		
PSDMAX	<u>99,308.00</u>		99,308.00

Receipts:

Interest:

PSDLAF	-		
PSDMAX	14.30		

Total Working Balance 99,322.30

Disbursements: 2,373.24

Transfers:

From PSDMAX	-		
To PSDLAF	-		

Balance as of January 31, 2016

** PSDLAF	-		
PSDMAX	<u>96,949.06</u>		\$ 96,949.06

**** Oct 1 Liquid Series (PSDLAF) will be place into an inactive status, all deposits will be trasfered to higher yeilding MAX Series (PSDMAX.)**

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
PAYROLL ACCOUNT**

Balance as of January 1, 2016

Payroll Account	34,988.05		
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Receipts:

Transfer from MMA	958,801.20		
Interest	<u>122.03</u>		958,923.23

Total Working Balance 993,911.28

Disbursements:

Payroll	954,591.33		
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Balance as of January 31, 2016 39,319.95

Less Outstanding Checks	18,684.61		
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Total General Ledger Balance \$ 20,635.34

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
GAS LEASE FUNDS ACCOUNT**

Balance as of January 1, 2016

Checking	\$ 2,494,552.93
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Receipts:

Interest	1,648.69
Lease Payment	-
Gas Royalties	<u>11,420.08</u>

Total Working Balance	2,507,621.70
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Disbursements:

Balance as of January 31, 2016

Checking	\$ 2,507,621.70
----------	-----------------

**TUNKHANNOCK AREA SCHOOL DISTRICT
INTERNAL SERVICE FUND TREASURER'S REPORT
UNEMPLOYMENT COMPENSATION FUND ACCOUNT**

Balance as of January 1, 2016

Checking	\$ 20,814.02
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Receipts:

Interest	14.62
From MMA	<u> -</u>

Total Working Balance	20,828.64
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Disbursements:	98.04
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Balance as of January 31, 2016

Checking	\$ 20,730.60
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**TUNKHANNOCK AREA SCHOOL DISTRICT
CAPITAL PROJECTS FUND
CAPITAL RESERVE ACCOUNT**

January 31, 2016

BEGINNING BALANCE	1/1/2016	\$857,126.74
Deposits:	1/31/2016	\$0.00
Interest:	1/31/2016	\$447.11
Transfers Out	1/31/2016	\$0.00
BALANCE AS OF:	1/31/2016	<u>\$857,573.85</u>

TUNKHANNOCK AREA SCHOOL DISTRICT
 FIDUCIARY FUND TREASURERS REPORT
 SCHOLARSHIP ACCOUNT
 JANUARY, 2016

ACCOUNT	BALANCE AS OF 1/31/16	INTEREST \$4.94	REVISED BALANCE
ERIC'S FUND	\$9.43	\$0.00	\$9.43
FRANCIS & MARIAN WRIGHT	\$6,472.42	\$0.65	\$6,473.07
JOSEPH DOHRER	\$15,418.86	\$1.56	\$15,420.42
STUDENT SCHOLARSHIP FUND	\$6,709.50	\$0.68	\$6,710.18
ALTENHAIN SCHOLARSHIP	\$20,095.40	\$2.03	\$20,097.43
DR. ROGER A. PLACE FUND	\$172.59	\$0.02	\$172.61
TERRY GARISON MEMORIAL FUND	\$0.00	\$0.00	\$0.00
DAMON YOUNG MEMORIAL	\$100.13	\$0.01	\$100.14
BALANCE	\$48,978.33	\$4.94	\$48,983.27
INTEREST APPLIED QUARTERLY			

Checking
2/12/2016

Tunkhannock Area Sch. District
Cafeteria Checking Acct
Enterprise Fund Food Service
TREASURER REPORT
Reconciliation Summary

Page 1

BANK STATEMENT – CLEARED TRANSACTIONS:

Previous Balance:			12,696.10
Checks and Payments	4	Items	-89,534.87
Deposits and Other Credits	2	Items	130,014.48
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			53,175.71

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			53,175.71
Checks and Payments	13	Items	-43,020.61
Deposits and Other Credits	0	Items	0.00
Register Balance as of 2/12/2016:			10,155.10
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			10,155.10

Tunkhannock Area Sch. District
Cafeteria Savings Acct
Enterprise Food Service
Treasurer Report
Reconciliation Summary

Savings
2/12/2016

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			166,216.78
Checks and Payments	2	Items	-130,020.00
Deposits and Other Credits	21	Items	59,127.71
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
			95,324.49
Ending Balance of Bank Statement:			95,324.49

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			95,324.49
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
			95,324.49
Register Balance as of 2/12/2016:			95,324.49
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
			95,324.49
Register Ending Balance:			95,324.49

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
TITLE I (AKA CHAPTER I) ACCOUNT**

Balance as of January 1, 2016		\$ 6,042.00
Receipts:	455,147.48	
Total Working Balance		461,189.48
Disbursements	100,813.96	
Balance as of January 31, 2016		\$ 360,375.52

TUNKHANNOCK AREA SCHOOL DISTRICT
 AGENCY FUND TREASURER REPORT
 MIDDLE SCHOOL
 Jan-16

BALANCE PER BANK	1/31/2016	\$31,706.80
OUTSTANDING CHECKS		(\$6,677.34)
CURRENT BANK BALANCE	1/31/2016	\$25,029.46
BALANCE PER BOOKS	1/1/2016	\$26,158.40
RECEIPTS		\$6,648.54
STOP PAYMENT		
INTEREST		\$22.79
DEBITS		(\$7,800.27)
DEBIT REVERSAL		\$0.00
CHARGE BACK		\$0.00
VOID CHECKS		\$0.00
DEPOSIT BANK NOT RECORDED		
CURRENT BOOK BALANCE	1/31/2016	\$25,029.46

TUNKHANNOCK AREA SCHOOL DISTRICT
 AGENCY FUND TREASURER REPORT
 HIGH SCHOOL
 Jan-16

BALANCE PER BANK	1/31/2016	\$170,080.91
OUTSTANDING CHECKS		(\$18,925.75)
UNCLEARED DEPOSITS		\$0.00
CURRENT BANK BALANCE	1/31/2016	\$151,155.16
BALANCE PER BOOKS	1/1/2016	\$158,066.19
RECEIPTS		\$10,834.58
STOP PAYMENT		
INTEREST		\$115.44
DEBITS		(\$17,807.19)
BANK CHARGE		(\$53.86)
CHARGE BACK		\$0.00
VOID		
CURRENT BOOK BALANCE	1/31/2016	\$151,155.16

TUNKHANNOCK AREA SCHOOL DISTRICT
INTERNAL SERVICE FUND
TREASURER REPORT
HIGH SCHOOL ACTIVITIES ACCT
BALANCE JANUARY, 2016

<u>ACCOUNT</u>	<u>BALANCE</u>
ART CLUB	\$ 817.58
ASTRONOMY	\$ 1,141.39
AUTOMOTIVE	\$ 26.77
2012 SCHOLARSHIP	\$ 1,037.05
CLASS 2012	\$ 694.83
CLASS 2015	\$ 999.12
CLASS 2016	\$ 18,957.79
CLASS 2017	\$ 15,484.73
CLASS 2018	\$ 7,872.44
CLASS 2019	\$ 686.01
COMPUTER	\$ 1,091.70
CO-OP/VICA	\$ 2,418.41
CYBER SCH COMP DEPT	\$ 450.00
DRAMA	\$ 13,564.11
ENVIROTHON	\$ 1,284.58
FAITH	\$ 49.64
FBLA	\$ 5,046.86
FFA	\$ 3,707.76
FHA	\$ 12,862.39
FIELD TRIP	\$ 294.93
GAY/STRAIGHT ALLIANCE	\$ -
GOURMET FOODS	\$ 1,082.05
GRADUATION NIGHT EV	\$ 1,181.20
GUIDANCE	\$ 4,169.74
IA/TECH ED	\$ 1,956.89
INTERACT CLUB	\$ 1,588.06
JOURNALISM	\$ 650.99
KEY CLUB	\$ 1,328.13
LANGUAGE CLUB	\$ 45.65
LS/LSS	\$ 10,936.14
NATL HONOR SOC	\$ 1.50
PHYSICS CLUB	\$ 3,479.67
POETRY	\$ 0.72
ROBOTICS	\$ 21,907.11
SKI CLUB	\$ 6,084.64
SKILL USA	\$ 217.00
STUDENT COUNCIL	\$ 2,958.79
SUNBEAMS	\$ 18.95
2015 YEARBOOK	\$ -
2016 YEARBOOK	\$ 5,059.84
TOTAL	\$ 151,155.16

Tunkhannock Area Sch. Dist.
Community Funded Accts
Agency Fund
TREASURER REPORT
Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,679.14
Checks and Payments	1	Item	-70.00
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			5,609.14

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,609.14
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 2/15/2016:			5,609.14
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,609.14

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
PRE K ACCOUNT**

Balance as of January 1, 2016

Checking	\$ 37,741.44
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Receipts:	139,329.19
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Interest	-
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Total Working Balance	177,070.63
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Disbursements:	175,000.00
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Balance as of January 31, 2016

Checking	\$ 2,070.63
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**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
CHECKING ACCOUNT**

Balance as of January 1, 2016			
Checking Account		\$	179,038.56
Receipts:			
Transfer from MMA	1,250,000.00		
Interest	215.32		
	<u> </u>		
		1,250,215.32	
Total Working Balance			1,429,253.88
Disbursements:			
Checks	929,655.84		
Balance as of January 31, 2016			499,598.04
Less Outstanding Checks	490,422.61		
Total General Ledger Balance		\$	9,175.43

**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND
WIRE TRANSFERS FOR RATIFICATION**

January 2016

Federal Tax Deposit	427,454.04
State Tax Deposit	49,719.51
PA-ACS-SLS	-
DeHey McAndrew	16,736.32
Early Retirement	110,358.28
Health Trust	343,551.68
PNC Charges	2,373.24
Neopost	-
PSERS	121,750.19
PSERS QTRLY Employer Share	-
PA UC FUND	3,716.76
Berkheimer- EIT	55,661.20
Unemployment	-
Wilmington Trust	<u>1,426,155.02</u>
Total	\$ 2,557,476.24

Fund Accounting Check Summary

GENERAL FUND - From 01/01/2016 To 01/31/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00040761	STROUDSBURG SWIM PARENTS ASSOC.	B & G SWIM ENTRY FEE.....		380.00
00040762	W.V.C. WRESTLING	WRESTLING ENTRY FEE.....		325.00
00040763	ROBERT KERNS	BASKETBALL OFFICIAL.....		66.00
00040764	TOM STONE	BASKETBALL OFFICIAL.....		66.00
00040765	ED WHITE	BASKETBALL OFFICIAL.....		66.00
00040766	ROBERT KUHL	WRESTLING OFFICIAL.....		82.00
00040767	DWIGHT BARBACCI	WRESTLING OFFICIAL.....		57.00
00040768	TOM STONE	BASKETBALL OFFICIAL.....		66.00
00040769	FRONTIER	PHONE.....		47,575.22
00040770	KEYSTONE COLLEGE	DUAL ENROLLMENT AWARDS.....		1,800.00
00040771	LACKAWANNA COUNTY COMMUNITY COLLEGE	DUAL ENROLLMENT AWARDS.....		1,300.00
00040772	KELLY SERVICES, INC	SUBS WEEK ENDING 12/20/15.....	SUBS WEEKENDING 12/20/15.....	6,936.00
00040773	ACE-ROBBINS INC.	PROPANE.....		50.84
00040774	TBMA	9/25/15-12/21/15 WATER/SEWER.....		7,750.60
00040777	CHARLES SCIANDRA	BASKETBALL OFFICIAL.....		46.00
00040778	ANTHONY MANCINI	BASKETBALL OFFICIAL.....		46.00
00040779	CHARLES MAJIKES	BASKETBALL OFFICIAL.....		66.00
00040780	JOHN SENUNAS	BASKETBALL OFFICIAL.....		66.00
00040781	JASON WILLIAMS	BASKETBALL OFFICIAL.....		66.00
00040782	HARRY KASKEY	BASKETBALL OFFICIAL.....		66.00
00040783	GREGORY ZUMCHAK	BASKETBALL OFFICIAL.....		66.00
00040784	ALLEN STRATTON	BASKETBALL OFFICIAL.....		75.00
00040785	ANNETTE NOGIC	SWIM OFFICIAL.....		71.00
00040786	DAVID THACKARA	SWIM OFFICIAL.....		71.00
00040787	WILLIAM FLANLEY	BASKETBALL OFFICIAL.....		66.00
00040788	DANIEL FRASCELLA	BASKETBALL OFFICIAL.....		66.00
00040789	JOSEPH DIMAGGIO	BASKETBALL OFFICIAL.....		66.00
00040790	ALDA MATURI	BASKETBALL OFFICIAL.....		71.00
00040791	FRED BLAUM	SWIM OFFICIAL.....		75.00
00040792	THOMAS THACKARA	SWIM OFFICIAL.....		75.00
00040793	GABRIELLE HAMPSEY	BASKETBALL OFFICIAL.....		66.00
00040794	WILLIAM DOWNEY	BASKETBALL OFFICIAL.....		66.00
00040795	MICHAEL MONAGHAN	BASKETBALL OFFICIAL.....		66.00
00040796	JENN EVERETT	BASKETBALL OFFICIAL.....		66.00
00040797	DISTRICT 2 WRESTLING COACHES' ASSOC.	DUES WRESTLING.....		165.00

* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

C - Credit Card Payment

Fund Accounting Check Summary

GENERAL FUND - From 01/01/2016 To 01/31/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00040798	TALLEY PETROLEUM ENTERPRISES	FUEL OIL.....		15,287.25
00040799	VERIZON WIRELESS	ACTING SUPERINTEND PHONE.....		64.10
00040800	MARJORIE WINKLER	ENVELOPES.....		302.90
00040801	PMEA- DISTRICT 9	BAND 8 STUDENTS.....		1,080.00
00040802	PMEA- DISTRICT 9	ORCHESTRA 4 STUDENTS.....		560.00
00040803	TIGER TOURS, INC	SWIM CHARTER.....		675.00
00040804	HANDS OF WYOMING COUNTY	PODS STORAGE.....		208.50
00040805	SCRANTON H.S. ATHLETIC FUND	B & G SWIM ENTRY FEE.....		250.00
00040806	PARKLAND SWIMMING BOOSTERS	B & G SWIM ENTRY FEE.....		40.00
00040807	KELLY SERVICES, INC	SUBS WEEK ENDING 12/27/15.....		2,369.80
00040808	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE.....		1,324.30
00040809	ROSE COLLINS	COMPUTER/PRINTER/ADAPTER/HD.....		856.86
00040810	TOM STONE	BASKETBALL OFFICIAL.....		158.00
00040811	MARK ADAMS	BASKETBALL OFFICIAL.....		92.00
00040812	ALAN GURGAL	SWIM OFFICIAL.....		146.00
00040813	PENELEC	ELECTRIC.....		12,030.53
00040814	ACE-ROBBINS INC.	PROPANE.....		5,162.33
00040815	HINDS OIL CO.	PROPANE.....		211.96
00040816	FRONTIER	PHONE.....		930.80
00040828	ANNETTE NOGIC	SWIM OFFICIAL.....		75.00
00040829	JOAN STRETANSKI	SWIM OFFICIAL.....		71.00
00040830	ALAN GURGAL	SWIM OFFICIAL.....		75.00
00040831	JILL STRETANSKI	SWIM OFFICIAL.....		71.00
00040832	ROBERT KERNS	BASKETBALL OFFICIAL.....		66.00
00040833	TOM STONE	BASKETBALL OFFICIAL.....		46.00
00040834	KENNETH RHIEL	BASKETBALL OFFICIAL.....		46.00
00040835	ANTHONY USAVAGE	BASKETBALL OFFICIAL.....		66.00
00040836	HARRY KASKEY	BASKETBALL OFFICIAL.....		66.00
00040837	CARMEN SAPORITO	BASKETBALL OFFICIAL.....		66.00
00040838	THOMAS CLARKE	WRESTLING OFFICIAL.....		84.00
00040839	DWIGHT BARBACCI	WRESTLING OFFICIAL.....		82.00
00040840	ED WHITE	BASKETBALL OFFICIAL.....		66.00
00040841	THOMAS ROKITA	BASKETBALL OFFICIAL.....		66.00
00040842	JEFF SHOOK	BASKETBALL OFFICIAL.....		66.00
00040843	THOMAS THACKARA	SWIM OFFICIAL.....		75.00
00040844	ALDA MATURI	SWIM OFFICIAL.....		71.00
00040845	DAVID ORIEL	SWIM OFFICIAL.....		75.00
00040846	RINALDO LUCARELLI	SWIM OFFICIAL.....		71.00
00040847	JAMES CARR	BASKETBALL OFFICIAL.....		46.00

* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

- Payables within Check

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Tunkhannock Area School District

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Fund Accounting Check Summary

GENERAL FUND - From 01/01/2016 To 01/31/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00040848	ANTHONY MANCINI	BASKETBALL OFFICIAL		46.00
00040849	WALTER BLEJWAS	BASKETBALL OFFICIAL		66.00
00040850	GERALD KASTREVA JR	BASKETBALL OFFICIAL		66.00
00040851	KATHLEEN GOERINGER	BASKETBALL OFFICIAL		66.00
00040852	CONNIE LAWRENCE	ENVELOPES		562.77
00040853	PAFPC	CONF REGISTRATION		400.00
00040854	PASCD	DUES		65.00
00040855	TALLEY PETROLEUM ENTERPRISES	FUEL OIL		15,287.25
00040856	MARK E. FETZKO	B BASKETBALL SECURITY		300.00
00040857	BOSTON MUTUAL LIFE INS.	FEB DISABILITY INS		2,698.71
00040858	CO-G			
00040858	BOSTON MUTUAL LIFE INS.	FEB LIFE INS		2,317.38
00040859	CO-G			
00040859	ACE-ROBBINS INC.	FUEL		9,210.24
00040860	GEISINGER HEALTH PLAN	FEB HEALTH INS		187,811.11
00040861	ROSE COLLINS	WIRELESS BAND/SUPPLIES		80.63
00040862	LUZERNE INTERMEDIATE UNIT	FEB 15/16 SPEC ED CONTRACT		15,454.84
00040863	GABRIELLE HAMPSEY	BASKETBALL OFFICIAL		132.00
00040864	AT&T MOBILITY	PHONE		878.14
00040865	ROTARY CLUB OF TUNKHANNOCK	1/2 OF REFRESHMENTS FOR BOOK GATHE		201.10
00041044	TALLEY PETROLEUM ENTERPRISES	FUEL OIL		15,287.25
00041045	US POSTAL SERVICE	ENVELOPES		606.60
00041046	WYOMING VALLEY WRESTLING	WRESTLING ENTRY FEE		275.00
00041047	CONF.			
00041047	ROBERT KERNS	BASKETBALL OFFICIAL		66.00
00041048	MAUREEN WILLIAMS	BASKETBALL OFFICIAL		66.00
00041049	LOUISE CICERCHIA	BASKETBALL OFFICIAL		66.00
00041050	KATHLEEN GOERINGER	BASKETBALL OFFICIAL		66.00
00041051	WALTER BLEJWAS	BASKETBALL OFFICIAL		46.00
00041052	JAMES CARR	BASKETBALL OFFICIAL		46.00
00041053	ROBERT EBLE	BASKETBALL OFFICIAL		66.00
00041054	JOSEPH DIMAGGIO	BASKETBALL OFFICIAL		66.00
00041055	WILLIAM FLANLEY	BASKETBALL OFFICIAL		66.00
00041056	JOSEPH BARTELL	WRESTLING OFFICIAL		109.00
00041057	RONALD KIRKUTIS	WRESTLING OFFICIAL		84.00
00041058	GREGORY ZUMCHAK	BASKETBALL OFFICIAL		66.00
00041059	HARRY KASKEY	BASKETBALL OFFICIAL		66.00
00041060	THOMAS ROKITA	BASKETBALL OFFICIAL		66.00

- Payables within Check P - Prenote * Denotes Non-Negotiable Transaction
 d - Direct Deposit C - Credit Card Payment

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Tunkhannock Area School District

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Fund Accounting Check Summary

GENERAL FUND - From 01/01/2016 To 01/31/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00041061	JEFF SHOOK	BASKETBALL OFFICIAL.....		66.00
00041062	MARK E. FETZKO	B BASKETBALL SECURITY.....		150.00
00041063	NEW OXFORD WRESTLING	WRESTLING ENTRY FEE.....		90.00
	BOOSTERS			
00041064	WAL-MART	GIIFT CARD FOR SUPPLIES.....		250.00
00041065	PMEA- DISTRICT 9	JAZZ FEST.....		615.00
00041066	PMEA- DISTRICT 9	JAZZ PRE AUDITION REG FEE.....		64.00
00041067	PMEA- DISTRICT 9	JAZZ REGISTRATION.....		435.00
00041068	PMEA DISTRICT 10	REGIONAL ORCHESTRA REGISTRATION...		660.00
00041069	TOM STONE	BASKETBALL OFFICIAL.....		158.00
00041070	PENELEC	ELECTRIC.....		59,575.92
00041071	FRONTIER	PHONE.....		2,780.73
00041072	ACE-ROBBINS INC.	PROPANE.....		228.55
00041073	KELLY SERVICES, INC	SUBS WEEK ENDING 1/17/16.....		15,895.00
00041074	U.G.I. CORPORATION	ELECTRIC.....		2,123.82
00041075	TIMOTHY MCGINLEY	WRESTLING OFFICIAL.....		74.00
00041076	THOMAS CLARKE	WRESTLING OFFICIAL.....		84.00
00041077	TUNKHANNOCK WRESTLING CLUB	TOURNAMENT REIMBURSE.....		120.00
00041078	WALTER BLEJWAS	BASKETBALL OFFICIAL.....		46.00
00041079	TOM STONE	BASKETBALL OFFICIAL.....		46.00
00041080	LOUIS LUSSI	BASKETBALL OFFICIAL.....		66.00
00041081	MARK ADAMS	BASKETBALL OFFICIAL.....		66.00
00041082	KATHLEEN GOERINGER	BASKETBALL OFFICIAL.....		66.00
00041083	LIBERTY HIGH SCHOOL BOYS VOLLEYBALL	BOYS VOLLEYBALL ENTRY FEE.....		225.00
00041084	STAN ZANESKI	BASKETBALL OFFICIAL.....		46.00
00041085	MICHAEL HARTZEL	BASKETBALL OFFICIAL.....		46.00
00041086	BOHDAN KRAWCZENIUK	BASKETBALL OFFICIAL.....		66.00
00041087	JOSEPH FLAHERTY	BASKETBALL OFFICIAL.....		66.00
00041088	JACOB BIEHL	BASKETBALL OFFICIAL.....		66.00
00041089	MARK E. FETZKO	BAND CONCERT SECURITY.....	FARMERS MEETING SECURITY.....	175.00
00041090	ACE-ROBBINS INC.	PROPANE WEIGHT ROOM.....	PROPANE ADMIN.....	546.23

10-GENERAL FUND

448,761.26

Grand Total Manual Checks : 448,761.26

Grand Total Regular Checks : 0.00

Grand Total Direct Deposits: 0.00

* Denotes Non-Negotiable Transaction

- Payables within Check P - Prenote

C - Credit Card Payment

Fund Accounting Check Summary

GENERAL FUND - From 01/25/2016 To 01/25/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00040817	BOSTON MUTUAL LIFE INS. CO-G	Life Insurance-JAN 2016.....		576.50
00040818	DE HEY MC ANDREW	Flex Spend Acct-JAN 2016.....		7,800.86
00040819	HAB-DLT	Wage Attachment.....	Wage Attachment	152.00
00040820	WYOMING COUNTY SCHOOL EFCU	Credit Union-PAYROLL 1/25/16.....		58,011.78
00040821	PA SCDU	Wage Attachment. JAN 2016....	Wage Attachment- JAN 2016.....	2,473.00
00040822	PHEAA	Tuition. 1/25/16.....		128.67
00040823	TAEA- JASON KEOWN, TREAS	Teacher Dues-JAN 2016.....		16,338.68
00040824	TUNK. E.S.P.A.-LINDA KALE	Teacher Dues-JAN 2016.....		2,893.48
00040825	US DEPARTMENT OF EDUCATION	Wage Attachment. JAN 2016....		45.04
00040826	WASHINGTON NATIONAL INSURANCE	Cancer Ins - JAN 2016.....		4,511.88
00040827	WYOMING COUNTY UNITED WAY	Wyo Cty United Fund-JAN 2016.....		60.40

10-GENERAL FUND

92,992.29

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 92,992.29

Grand Total Direct Deposits : 0.00

Grand Total Credit Card Payments : 0.00

Grand Total All Checks : 92,992.29

