

TUNKHANNOCK AREA SCHOOL DISTRICT
TUNKHANNOCK, PENNSYLVANIA

BOARD OF SCHOOL DIRECTORS
WORK SESSION/BOARD MEETING
ADMINISTRATION CENTER
THURSDAY, OCTOBER 27, 2016

- I. Call to Order
- II. Pledge of Allegiance
- III. Public Comments on Agenda Items Only
- IV. Employee Spotlight
- V. Business and Finance
 1. Recommended that a resolution be adopted to approve district Treasurers' Reports as presented.
 - a. District (p5)
 - b. Pennsylvania Liquid Assets (p6)
 - c. Payroll Account (p6)
 - d. Gas Lease Funds Account (p7)
 - e. Unemployment Compensation Fund (p8)
 - f. Capital Reserve (p9)
 - g. Scholarship Accounts (p10)
 - h. Cafeteria (pp11-13)
 - i. Title I (p14)
 - j. Title II (p15)
 - k. Activities Accounts (pp16-18)
 - l. Community Funded Sports Account (p19)
 - m. Pre K Funds (p20)
 - n. General Fund Checking Account (p21)

Motion by _____ Seconded by _____

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

a. District

September 9, 2016 \$816,374.15

September 23, 2016 \$801,010.60

b. Cafeteria

September 9, 2016 \$13,633.47

September 23, 2016 \$25,952.96

c. Title I

September 9, 2016 \$14,008.00

September 23, 2016 \$14,008.00

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to ratify wire transfers as presented.
(p22)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$868,992.87. (pp23-29)

Motion by _____ Seconded by _____

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

a. District - \$656,458.14 (pp30-35)

b. Cafeteria - \$137,205.62 (p36)

Motion by _____ Seconded by _____

6. Recommend that a resolution be adopted to approve district financial reports as presented.
(pp37-38)

Motion by _____ Seconded by _____

VI. Superintendent's Report

1. Recommended that a resolution be adopted to approve the resignation of Jeanne Choplick, High School Paraprofessional effective 10/28/16. (p39)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve the appointment of Extra Curricular Activities Coaches as listed for the 2016-17 school year. All clearances and TB testing as required by district policy are on file in the Superintendent's Office. (p40-41)

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to approve Winter Sports Extra Pay positions as presented. Compensation and clearance status as listed. (p42)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to approve the appointment of Lisa Morley as a district cafeteria substitute. All clearances and TB testing as required by district policy are on file in the Superintendent's Office. (p43)

Motion by _____ Seconded by _____

5. Recommended that a resolution be adopted to approve volunteers as presented. All clearances and TB testing as required by district policy are on file in the Superintendent's Office. (p44)

Motion by _____ Seconded by _____

6. Recommended that a resolution be adopted to approve Deborah Garrison as a substitute driver for Garrison Bus Lines. All clearances and TB testing as required by district policy are on file in the Director of Transportation's Office.

Motion by _____ Seconded by _____

VII. 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>Technology Committee</u>	<u>Rob Parry</u>
<u>Transportation & Safety Committee</u>	<u>Rob Parry</u>

VIII. Unfinished Business

IX. New Business

1. T ASD Visa Account (Information Only) (pp45-47)
2. Cafeteria Funding (p48)
3. Recommended that a resolution be adopted to approve the overnight field trip to Smuggler's Notch, VT for the Tunkhannock Area High School Ski and Snowboard Club. Trip dates – January 18-20, 2017. (p49)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to approve the Human Resources Administrative Assistant Job Description. (pp50-51)

Motion by _____ Seconded by _____

5. Recommended that a resolution be adopted to approve (Name to be announced) as Human Resources Administrative Assistant.

Motion by _____ Seconded by _____

6. Recommended that a resolution be adopted to sell the following unused vehicles formerly used by Tiger House.

- a. 2001 Chevrolet Mini Bus
- b. 2005 Ford Diesel Box Truck

Motion by _____ Seconded by _____

X. Additional Public Comments

XI. Adjournment

Motion by _____ Seconded by _____

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

Balance as of September 1, 2016			
Checking (aka Bonus II)	11,716.04		
MMA (aka General Fund)	3,472,818.24		
PSDLAF	58,013.88		
Payroll	21,508.72		
Tax Collector's Account	3,106,312.00		
Gas Lease Funds Account	2,576,357.41		
Pre-K Counts	51,591.48		
Chapter I (aka Title I)	225,935.78		
Title II	66,548.51		
Tunk. Area Petty Cash	<u>500.00</u>		
		9,591,302.06	
Receipts:			
Real Estate Taxes	10,365,858.98		
Per Capita	32,258.80		
Real Estate Transfer Taxes	20,961.95		
Del Real Est.	34.20		
Del Per Capita	739.77		
Earned Income Tax	33,483.79		
Payment in Lieu of Tax	36,321.43		
LS Tax	93.96		
Public Utility Realty	-		
Property Tax Relief	-		
Capital Reserve	214,134.71		
Interest	8,950.08		
Driver Ed.	-		
Gas Royalty	-		
Misc.	10,964.50		
Basic Ed.	-		
Special Ed.	262,945.00		
Vocational Ed.	-		
Pre K	59,712.47		
Career Tech	2,107.08		
Social Security	-		
Retirement	653,207.04		
Title I	31,936.34		
Title II	-		
IDEA 14/15	-		
Access	-		
Ready to Learn Grant	-		
Safe Schools Grant	-		
Section 1305 & 1306	-		
PA Accountability Grant	-		
Supplemental Equip. Grant	-		
Medical Assist	-		
Medicade Assist Reimb.	-		
Transportation	-		
Rental/ Sinking Fund	-		
ARRA Job Fund	-		
Cafeteria	20,425.61		
Cafeteria Reimb.	-		
Workers Comp Reimb.	-		
Social Security Reimb.	-		
Retirement Reimb.	-		
Health Ins. Reimb.	<u>9,859.40</u>		
		11,763,995.11	
Total Working Balance:			21,355,297.17
Expenses:			
Payrolls	1,015,358.90		
Pay Deductions*	636,910.79		
Bills	2,919,767.24		
Transportation	214,218.40		
Cafeteria	<u>20,425.61</u>		
		4,806,680.94	
Balance as of September 30, 2016			
Checking (aka Bonus II)	13,760.32		
MMA (aka General Fund)	1,427,025.29		
PSDLAF (PSMAX)	54,694.13		
Payroll	21,662.70		
Tax Collector's Account	12,009,580.96		
Gas Lease Funds Account	2,585,668.25		
Pre-K Counts	111,303.95		
Chapter I (aka Title I)	257,872.12		
Title II	66,548.51		
Tunk. Area Petty Cash	<u>500.00</u>		
			16,548,616.23

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

Balance as of September 1, 2016

	PSDMAX	<u>58,013.88</u>	
			58,013.88

Receipts:

Interest:

	PSDMAX	13.05	
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	Total Working Balance		58,026.93
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	Disbursements:	3,332.80	
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Transfers:

To PSDMAX

Balance as of September 30, 2016

	PSDMAX	<u>54,694.13</u>	
			\$ 54,694.13

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

Balance as of September 1, 2016

	Payroll Account	35,765.23	
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Receipts:

	Transfer from MMA	1,015,358.90	
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	Interest	<u>153.98</u>	
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1,015,512.88

	Total Working Balance		1,051,278.11
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Disbursements:

	Payroll	1,012,278.61	
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	Balance as of September 30, 2016		38,999.50
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	Less Outstanding Checks	17,336.80	
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	Total General Ledger Balance		\$ 21,662.70
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**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
GAS LEASE FUNDS ACCOUNT**

Balance as of September 1, 2016

Checking	\$ 2,576,357.41
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Receipts:

Interest	1,805.16
Lease Payment	-
Gas Royalties	<u>7,505.68</u>

Total Working Balance	2,585,668.25
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Disbursements:

Balance as of September 30, 2016

Checking	\$ 2,585,668.25
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**TUNKHANNOCK AREA SCHOOL DISTRICT
INTERNAL SERVICE FUND TREASURER'S REPORT
UNEMPLOYMENT COMPENSATION FUND ACCOUNT**

Balance as of September 1, 2016

Checking	\$ 13,371.44
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Receipts:

Interest	9.34
From MMA	<u>-</u>

Total Working Balance	13,380.78
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Disbursements:	-
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Balance as of September 30, 2016

Checking	\$ 13,380.78
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**TUNKHANNOCK AREA SCHOOL DISTRICT
CAPITAL PROJECTS FUND
CAPITAL RESERVE ACCOUNT**

September 30, 2016

BEGINNING BALANCE	9/1/2016	\$750,891.65
Deposits:	9/30/2016	\$0.00
Interest:	9/30/2016	\$378.72
Transfers Out	8/19/2016 Transfer to General Fund	-\$214,134.71
	(Middle School Metal Roof - "Application for Payment #1" to Tremco/Weatherproofing Technologies, Inc.)	
 BALANCE AS OF:	 9/30/2016	 <hr/> \$537,135.66

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

ACCOUNT	BALANCE AS OF 9/30/16	INTEREST \$3.60	REVISED BALANCE
ERIC'S FUND	\$9.43	\$0.00	\$9.43
FRANCIS & MARIAN WRIGHT	\$6,424.40	\$0.48	\$6,424.88
JOSEPH DOHRER	\$15,348.63	\$1.16	\$15,349.80
STUDENT SCHOLARSHIP FUND	\$6,611.57	\$0.50	\$6,612.07
ALTENHAIN SCHOLARSHIP	\$19,101.52	\$1.44	\$19,102.96
DR. ROGER A. PLACE FUND	\$172.63	\$0.01	\$172.64
TERRY GARISON MEMORIAL FUND	\$0.00	\$0.00	\$0.00
DAMON YOUNG MEMORIAL	\$100.15	\$0.01	\$100.16
BALANCE	\$47,768.35	\$3.60	\$47,771.95

INTEREST APPLIED QUARTERLY

TUNKHANNOCK AREA SCHOOL DISTRICT
 ENTERPRISE FUND FOOD SERVICE TREASURER'S REPORT
 CHECKING ACCOUNT

Balance as of SEPTEMBER 1, 2016			
Checking Account			\$ 23,438.35
Receipts:			
Transfer from Savings	40,000.00		
Interest	<u>27.36</u>		
		40,027.36	
Total Working Balance			63,465.71
Disbursements:			
Checks (bank statement)	39,927.40		
Balance as of SEPTEMBER 30, 2016			23,538.31
Less Outstanding Checks	-		
Total General Ledger Balance			\$ 23,538.31

**TUNKHANNOCK AREA SCHOOL DISTRICT
 ENTERPRISE FUND FOOD SERVICE TREASURER'S REPORT
 SAVINGS ACCOUNT**

Balance as of SEPTEMBER 1, 2016			
Savings Account			\$ 60,074.64
Receipts:			
Commonwealth of PA	20,425.61		
Cafeteria Credit Cards/Sales/Pre-paids	44,731.71		
Interest	6.48		
	<u> </u>	65,163.80	
Total Working Balance			125,238.44
Disbursements:			
Transfer to Checking	40,000.00		
NSF	55.00		
	<u> </u>		
Balance as of SEPTEMBER 30, 2016			85,183.44
Total General Ledger Balance			\$ 85,183.44

TUNKHANNOCK AREA SCHOOL DISTRICT
 ENTERPRISE FUND FOOD SERVICE TREASURER'S REPORT DISTRICT RECAP

Balance as of SEPTEMBER 1, 2016			
Checking	23,438.35		
Savings	<u>60,074.64</u>		
		83,512.99	
Receipts:			
Commonwealth of PA	20,425.61		
Lunch	31,791.70		
Breakfast	2,980.50		
Adult Sales	1,739.20		
A la Cart/Seconds	10,809.10		
Pre Paid AND CR CARD	(2,643.79)		
Interest	33.84		
Misc.	<u>-</u>		
		65,136.16	
Total Working Balance:			148,649.15
Expenses:			
Payrolls	-		
Health	-		
Bills	39,927.40		
Retirement/SS	<u>-</u>		
		39,927.40	
Balance as of SEPTEMBER 30, 2016			
Checking	23,538.31		
Savings	<u>85,183.44</u>		
			108,721.75

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

Balance as of September 1, 2016		\$ 225,935.78
Receipts:	31,936.34	
Total Working Balance		257,872.12
Disbursements	-	
Balance as of September 30, 2016		\$ 257,872.12

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

Balance as of September 1, 2016

Checking	\$	66,548.51
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Receipts:	\$	-
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Total Working Balance	66,548.51
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Disbursements:	-
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Balance as of September 30, 2016

Checking	\$	66,548.51
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TUNKHANNOCK AREA SCHOOL DISTRICT
 AGENCY FUND TREASURER REPORT
 MIDDLE SCHOOL
 Sep-16

BALANCE PER BANK	9/30/2016	\$18,550.92
OUTSTANDING CHECKS		(\$470.00)
ADJ/MAY 2016		\$0.00
CURRENT BANK BALANCE	9/30/2016	\$18,080.92
BALANCE PER BOOKS	9/1/2016	\$18,642.70
RECEIPTS		\$289.00
STOP PAYMENT		
INTEREST		\$13.01
DEBITS		(\$938.79)
DEBIT REVERSAL		\$0.00
CHARGE BACK		\$0.00
VOID CHECKS		\$75.00
DEPOSIT BANK NOT RECORDED		
CURRENT BOOK BALANCE	9/30/2016	\$18,080.92

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

BALANCE PER BANK	9/30/2016	\$123,704.91
OUTSTANDING CHECKS		(\$5,976.20)
CURRENT BANK BALANCE	9/30/2016	\$117,728.71
BALANCE PER BOOKS	9/1/2016	\$120,458.80
RECEIPTS		\$7,240.54
STOP PAYMENT		
INTEREST		\$87.18
DEBITS		(\$11,597.81)
CHARGE BACK		(\$50.00)
VOID		\$1,590.00
BANK ADJ		\$0.00
CURRENT BOOK BALANCE	9/30/2016	\$117,728.71

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

<u>ACCOUNT</u>	<u>BALANCE</u>
ART CLUB	\$ 828.92
ASTRONOMY	\$ 1,148.29
AUTOMOTIVE	\$ 26.91
CLASS 2016	\$ 2,414.88
CLASS 2017	\$ 17,677.57
CLASS 2018	\$ 9,567.86
CLASS 2019	\$ 2,096.42
CLASS 2020	\$ 902.12
COMPUTER	\$ 937.69
CO-OP/VICA	\$ 2,400.55
CYBER SCH COMP DEPT	\$ 650.00
DRAMA	\$ 18,779.22
ENVIROTHON	\$ 1,399.03
FAITH	\$ 49.95
FBLA	\$ 7,256.29
FFA	\$ 2,298.47
FHA	\$ 5,977.48
FIELD TRIP	\$ 290.74
GAY/STRAIGHT ALLIANCE	\$ -
GOURMET FOODS	\$ 1,088.59
GRADUATION NIGHT EV	\$ 804.27
GUIDANCE	\$ 2,728.95
IA/TECH ED	\$ 1,906.24
INTERACT CLUB	\$ 4,074.18
JOURNALISM	\$ 654.93
KEY CLUB	\$ 1,336.16
LANGUAGE CLUB	\$ 45.93
LS/LSS	\$ 10,911.41
NATL HONOR SOC	\$ 553.32
PHYSICS CLUB	\$ 506.76
POETRY	\$ 0.72
ROBOTICS	\$ 7,189.00
SKI CLUB	\$ 5,535.55
SKILL USA	\$ 218.31
STUDENT COUNCIL	\$ 2,294.03
SUNBEAMS	\$ 19.06
2016 YEARBOOK	\$ 3,158.91
TOTAL	\$ 117,728.71

Tunkhannock Area Sch. Dist
COMMUNITY SPORTS
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 9/30/2016:			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 September 1, 2016

Checking	\$	51,591.48
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Receipts:		59,712.47
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Interest		-
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Total Working Balance		111,303.95
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Disbursements:		-
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Balance as of September 30, 2016

Checking	\$	111,303.95
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**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
CHECKING ACCOUNT**

Balance as of September 1, 2016			
Checking Account			\$ 145,154.20
Receipts:			
Transfer from MMA	1,400,000.00		
Interest	289.54		
		1,400,289.54	
Total Working Balance			1,545,443.74
Disbursements:			
Checks	1,397,879.54		
Balance as of September 30, 2016			147,564.20
Less Outstanding Checks	133,803.88		
Total General Ledger Balance			\$ 13,760.32

TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND
WIRE TRANSFERS FOR RATIFICATION

September 2016

Federal Tax Deposit	444,298.12
State Tax Deposit	51,206.90
PA-ACS-SLS	-
DeHey McAndrew	16,841.32
Early Retirement	319,153.40
Health Trust	102,864.04
PNC Charges	3,332.80
Neopost	2,000.00
PSERS	125,667.60
PSERS QTRLY Employer Share	1,307,286.99
PA UC FUND	-
Berkheimer- EIT	-
Berkheimer- LST	-
Unemployment	-
Wilmington Trust	-
	<hr/>
Total	\$ 2,372,651.17

Fund Accounting Check Summary

GENERAL FUND - From 09/01/2015 To 09/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00042786	BETH ANN MORGAN	FIELD HOCKEY OFFICIAL.....		0.00
00042787	KERRY ZELLNER	FIELD HOCKEY OFFICIAL.....		0.00
00042788	ANN ADAMS	FIELD HOCKEY OFFICIAL.....		0.00
00042789	DEBBIE SADOWSKI	FIELD HOCKEY OFFICIAL.....		0.00
00042790	KENNETH WALKER	SOCCER OFFICIAL.....		0.00
00042791	CELESTINE CALPIN	SOCCER OFFICIAL.....		0.00
00042792	DIANA FITTING	LAPTOP.....		0.00
00042793	PUMP N PANTRY INC.	FUEL.....		0.00
00042794	SVWC	WRESTLING ENTRY FEE.....		0.00
00042795	MICHAEL DOGAL	SOCCER OFFICIAL.....		0.00
00042796	WILLIAM FLANLEY	SOCCER OFFICIAL.....		0.00
00042797	HARRY KASKEY	SOCCER OFFICIAL.....		0.00
00042798	SHAYNE MCGRADY	VOLLEYBALL OFFICIAL.....		0.00
00042799	DAVID NOVROCKI	FOOTBALL OFFICIAL.....		0.00
00042800	WILLIAM DOWNEY	FOOTBALL OFFICIAL.....		0.00
00042801	ROBERT LETTIERI	FOOTBALL OFFICIAL.....		0.00
00042802	KENNETH JANISZEWSKI	START UP MONEY.....		0.00
00042803	ID#3890467822	MILEAGE.....		0.00
00042804	PUBLIC SCHOOL EMPLOYEES	EMPLOYER SHARE.....		0.00
00042805	ACE-ROBBINS INC.	PROPANE.....		0.00
00042806	BETH ANN MORGAN	FIELD HOCKEY OFFICIAL.....		38.50
00042807	KERRY ZELLNER	FIELD HOCKEY OFFICIAL.....		38.50
00042808	ANN ADAMS	FIELD HOCKEY OFFICIAL.....		0.00
00042809	DEBBIE SADOWSKI	FIELD HOCKEY OFFICIAL.....		27.00
00042810	KENNETH WALKER	SOCCER OFFICIAL.....		25.50
00042811	CELESTINE CALPIN	SOCCER OFFICIAL.....		25.50
00042812	DIANA FITTING	LAPTOP.....		366.17
00042813	PUMP N PANTRY INC.	FUEL.....		46.44
00042814	SVWC	WRESTLING ENTRY FEE.....		325.00
00042815	MICHAEL DOGAL	SOCCER OFFICIAL.....		80.00
00042816	WILLIAM FLANLEY	SOCCER OFFICIAL.....		80.00
00042817	HARRY KASKEY	SOCCER OFFICIAL.....		80.00
00042818	SHAYNE MCGRADY	VOLLEYBALL OFFICIAL.....		86.00
00042819	DAVID NOVROCKI	FOOTBALL OFFICIAL.....		56.00
00042820	WILLIAM DOWNEY	FOOTBALL OFFICIAL.....		56.00
00042821	ROBERT LETTIERI	FOOTBALL OFFICIAL.....		56.00
00042822	KENNETH JANISZEWSKI	START UP MONEY.....		1,200.00
00042823	ID#3890467822	MILEAGE.....		95.60
00042824	PUBLIC SCHOOL EMPLOYEES	EMPLOYER SHARE.....		356.95
00042825	ACE-ROBBINS INC.	PROPANE.....		5,043.99

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

Fund Accounting Check Summary

GENERAL FUND - From 09/01/2016 To 09/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043038	PUBLIC SCHOOL EMPLOYEES	EMPLOYER SHARE.....		255.27
00043039	WAL-MART	TIGER HOUSE SUPPLIES.....		250.00
00043040	PAT D'ALESSANDRO	SOCCER OFFICIAL.....		80.00
00043041	DAVE MATTES	SOCCER OFFICIAL.....		80.00
00043042	THOMAS ROKITA	SOCCER OFFICIAL.....		80.00
00043043	JOSEPH FALZONE	VOLLEYBALL OFFICIAL.....		82.00
00043044	SHAYNE MCGRADY	VOLLEYBALL OFFICIAL.....		86.00
00043045	HANOVER AREA WRESTLING	ENTRY FEE WRESTLING.....		250.00
	BOOSTER CLUB			
00043046	COLLEEN CONNOLLY	FIELD HOCKEY OFFICIAL.....		54.00
00043047	SHIRLEY MCLAUGHLIN	FIELD HOCKEY OFFICIAL.....		54.00
00043048	EDWARD D'AMICO	FOOTBALL OFFICIAL.....		56.00
00043049	WILLIAM DOWNEY	FOOTBALL OFFICIAL.....		56.00
00043050	ANTHONY MANCINI	FOOTBALL OFFICIAL.....		56.00
00043051	EDWARD LUKOWICH	FOOTBALL OFFICIAL.....		56.00
00043052	JANIS ARP	FIELD HOCKEY OFFICIAL.....		103.00
00043053	MICHELE TRESSA	FIELD HOCKEY OFFICIAL.....		103.00
00043054	ROBERT EBLE	SOCCER OFFICIAL.....		80.00
00043055	LOUIS LUSSI	SOCCER OFFICIAL.....		80.00
00043056	KENNETH WALKER	SOCCER OFFICIAL.....		80.00
00043057	JACK JONES	FOOTBALL OFFICIAL.....		56.00
00043058	RONALD STEVENSON	FOOTBALL OFFICIAL.....		56.00
00043059	MAUREEN WILLIAMS	VOLLEYBALL OFFICIAL.....		86.00
00043060	JERIS BARANOWSKI	VOLLEYBALL OFFICIAL.....		82.00
00043061	TIM MATTOCKS	SOCCER OFFICIAL.....		51.00
00043062	THOMAS CHIPEGO	SOCCER OFFICIAL.....		51.00
00043063	STEPHEN ADAMCHAK	FOOTBALL OFFICIAL.....		56.00
00043064	RICHARD BECHETTI	FOOTBALL OFFICIAL.....		56.00
00043065	PENELEC	ELECTRIC.....		56.00
00043066	ACE-ROBBINS INC.	PROPANE.....		8,788.64
00043067	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE.....		121.76
00043068	KELLY SERVICES, INC	SUBS WEEK ENDING 8/28/16.....		1,324.30
00043069	SCOTT GREENS GOLF CLUB	G GOLF ENTRY FEE.....	SUBS WEEK ENDING 9/4/16.....	9,883.80
00043097	LUZERNE INTERMEDIATE UNIT	16/17 SPEC ED CONTRACT OCT.....		40.00
00043098	BERKHEIMER	EIT 2014 INCORRECT REFUND.....		14,890.05
00043099	GEISINGER HEALTH PLAN	OCT HEALTH INS.....		58.85
00043100	ID#3890467822	MILEAGE 9/5-9/16/16.....		197,162.59
00043101	BOSTON MUTUAL LIFE INS.	OCTOBER LIFE INS.....		172.08
	CO-G			2,349.49

* 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 09/01/2016 To 09/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043102	BOSTON MUTUAL LIFE INS. CO-G		OCTOBER DISABILITY INS.....	2,727.48
00043103	COLLEEN CONNOLLY		FIELD HOCKEY OFFICIAL.....	103.00
00043104	RALPH GAYOSKI		FIELD HOCKEY OFFICIAL.....	103.00
00043105	DWAYNE POEPPERLING		FOOTBALL OFFICIAL.....	56.00
00043106	CHARLES HANNON		FOOTBALL OFFICIAL.....	56.00
00043107	RICHARD BECHETTI		FOOTBALL OFFICIAL.....	56.00
00043108	HARRY KASKEY		FOOTBALL OFFICIAL.....	56.00
00043109	WAYNE WASLASKY		FOOTBALL OFFICIAL.....	78.00
00043110	EDWARD MACOSKY		FOOTBALL OFFICIAL.....	78.00
00043111	JEFF CASELLA		FOOTBALL OFFICIAL.....	78.00
00043112	WILLIAM DOWNEY		FOOTBALL OFFICIAL.....	78.00
00043113	EARL HARRIS		FOOTBALL OFFICIAL.....	78.00
00043114	EDWARD CAFFREY		FOOTBALL OFFICIAL.....	78.00
00043115	KENNETH JANISZEWSKI		START UP MONEY.....	1,250.00
00043116	THOMAS ROBINSON		FIELD HOCKEY OFFICIAL.....	54.00
00043117	KATHY CONRAD		FIELD HOCKEY OFFICIAL.....	54.00
00043118	JOSEPH FALZONE		VOLLEYBALL OFFICIAL.....	86.00
00043119	THOMAS CHIPEGO		VOLLEYBALL OFFICIAL.....	0.00
00043120	TIM MATTOCKS		VOLLEYBALL OFFICIAL.....	102.00
00043121	NORTHEAST DIVERSIFIED SERVICES		FOOTBALL SECURITY.....	392.00
00043122	ACE-ROBBINS INC.		FUEL.....	9,345.93
00043123	AT&T MOBILITY		PHONE.....	806.52
00043124	THOMAS CHIPEGO		SOCCER OFFICIAL SHORTAGE.....	16.00
00043125	ANDREW NEELEY		B & G GOLF MEALS.....	105.00
00043126	WYOMING VALLEY GOLF LEAGUE		B & G GOLF ENTRY FEE.....	162.00
00043127	JOSEPH YOZVIAK		VOLLEYBALL OFFICIAL.....	86.00
00043128	BARRY EVANS		VOLLEYBALL OFFICIAL.....	168.00
00043129	PMEA- DISTRICT 9		BAND FESTIVAL.....	280.00
00043130	TREMCO WEATHERPROOFING		MIDDLE SCHOOL ROOF.....	214,134.71
00043131	ACE-ROBBINS INC.		FUEL.....	69.12
00043132	FRONTIER C/O MITEL		PHONE.....	2,893.30
00043133	NEIU 19-DISTRICT		16/17 SPEC ED CONTRACT.....	8,598.17
00043134	PACTA		CONFERENCE REGISTRATION.....	235.00
00043135	WYOMING VALLEY GOLF LEAGUE		B & G GOLF ENTRY FEE.....	189.00
00043136	ANDREW NEELEY		MEALS B & G GOLF.....	120.00
00043137	WYOMING VALLEY VOLLEYBALL COACHES		G VOLLEYBALL 16/17 FEE.....	20.00

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

Fund Accounting Check Summary

GENERAL FUND - From 09/01/2016 To 09/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043138	P.I.A.A. DISTRICT 2	B & G CROSS COUNTRY FEE.....		84.00
00043139	CHARLES SCIANDRA	FOOTBALL OFFICIAL.....		56.00
00043140	CHARLES SUPPON	FOOTBALL OFFICIAL.....		56.00
00043141	STEVEN GRZYMSKI	FOOTBALL OFFICIAL.....		56.00
00043142	JACK JONES	FOOTBALL OFFICIAL.....		56.00
00043143	CHARLES BURNS	SOCCER OFFICIAL.....		96.00
00043144	ROBERT MACKUNIS	SOCCER OFFICIAL.....		96.00
00043145	TIGER TOURS, INC	FOOTBALL CHARTER BUS.....		700.00
00043146	PENELEC	ELECTRIC.....		20,860.55
00043147	U.G.I. CORPORATION	ELECTRIC.....		3,181.61
00043148	TRI-COUNTY INSURANCE AGENCY	MWC118330-15 WORK COMP 15/16.....		15,312.00
10-GENERAL FUND				528,656.37
Grand Total Manual Checks :				528,656.37
Grand Total Regular Checks :				0.00
Grand Total Direct Deposits:				0.00
Grand Total Credit Card Payments:				0.00
Grand Total All Checks :				528,656.37

Fund Accounting Check Summary

GENERAL FUND - From 09/19/2016 To 09/19/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043070	JEFF BENNETT	CONTRACTED CARRIERS	GASOLINE	5,015.47
00043071	A. E. BROWN	CONTRACTED CARRIERS	GENERAL SUPPLIES	18,107.00
00043072	BROWNS VAN SERVICE INC.	CONTRACTED CARRIERS		54,073.22
00043073	BURANICH BUSING, INC.	CONTRACTED CARRIERS		11,510.43
00043074	FORWARD TRANSPORTATION INC.	CONTRACTED CARRIERS	GASOLINE	13,674.81
00043075	GARRISON BUS LINES LLC	CONTRACTED CARRIERS	GENERAL SUPPLIES	17,792.73
00043076	ARDONNA GORDON	CONTRACTED CARRIERS		311.04
00043077	CHARLOTTE HADSALL	CONTRACTED CARRIERS		3,631.88
00043078	EDWARD R. HAWK	CONTRACTED CARRIERS	GASOLINE	4,336.62
00043079	AGNES KUDRAKO	CONTRACTED CARRIERS	GASOLINE	645.84
00043080	RICHARD MYERS	CONTRACTED CARRIERS		259.20
00043081	ROGER D. PURDY	CONTRACTED CARRIERS		7,614.96
00043082	SCOTT J. SICKLER	CONTRACTED CARRIERS		5,516.28
00043083	SMARKUSKY BUSING	CONTRACTED CARRIERS		9,629.85
00043084	SMITH'S TRANSPORTATION LLC	CONTRACTED CARRIERS	GASOLINE	3,751.61
00043085	RICHELLE STAPLETON	CONTRACTED CARRIERS	GASOLINE	235.92
00043086	TRAVER TRANSPORTATION LLC	CONTRACTED CARRIERS		4,214.17
00043087	WALTER'S TRANSPORT INC	CONTRACTED CARRIERS	GASOLINE	53,897.37

10-GENERAL FUND 214,218.40

Grand Total Manual Checks : 0.00
 Grand Total Regular Checks : 214,218.40
 Grand Total Direct Deposits: 0.00
 Grand Total Credit Card Payments: 0.00
 Grand Total All Checks : 214,218.40

Fund Accounting Check Summary

GENERAL FUND - From 09/23/2016 To 09/23/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043088	BOSTON MUTUAL LIFE INS. CO-G	Life Insurance-SEPT 2016.....		576.50
00043089	DE HEY MC ANDREW	Flex Spend Acct-SEPT 2016.....		8,667.16
00043090	PA SCU	Tuition- 9/16.....		771.00
00043091	PENN EAST FEDERAL CREDIT UNION	Credit Union-PAYROLL 9/23/16.....		55,091.69
00043092	PHEAA	Tuition 9/16.....		198.26
00043093	TUNK. E.S.P.A.-LINDA KALE	Teacher Dues-SEPT 2016.....		1,420.15
00043094	US DEPARTMENT OF EDUCATION	Wage Attachment- 9/16.....		45.04
00043095	WASHINGTON NATIONAL INSURANCE	Cancer Ins-SEPT 2016.....		3,997.67
00043096	WYOMING COUNTY UNITED WAY	Wyo Cty United Fund-SEPT 2016.....		90.94

10-GENERAL FUND 70,858.41

Grand Total Manual Checks : 0.00
 Grand Total Regular Checks : 70,858.41
 Grand Total Direct Deposits: 0.00
 Grand Total Credit Card Payments: 0.00
 Grand Total All Checks : 70,858.41

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Fund Accounting Check Summary

GENERAL FUND - From 09/09/2016 To 09/09/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00042775	HAB-DLT	Wage Attachment-	168.00
00042776	PENN EAST FEDERAL CREDIT UNION	Credit Union-PAYROLL 9/9/16.....	55,091.69

10-GENERAL FUND

55,259.69

Grand Total Manual Checks : 0.00

Grand Total Regular Checks : 55,259.69

Grand Total Direct Deposits: 0.00

Grand Total Credit Card Payments: 0.00

Grand Total All Checks : 55,259.69

Fund Accounting Check Summary

GENERAL FUND - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043257	A/CAPA	DUES & FEES.....		175.00
00043258	ACE-ROBBINS INC.	REPAIRS & MAINT EQUIP.....		109.18
00043259	ACTION LIFT INC	CONSTRUCTION SERVICES.....		374.97
00043260	ADVANTAGE SPORT & FITNESS INC	REPLACE EQUIP NON CAP.....		4,832.50
00043261	AIM ACADEMY	PRO ED OTHER ED AGENCY.....		2,383.11
00043262	AIRGAS USA LLC	OXYGEN CYLINDERS.....		317.62
00043263	ALLDATA	INSTRUCT SOFTWARE.....		975.00
00043264	AMERICAN JANITOR	CONSTRUCTION SERVICES.....	GENERAL SUPPLIES.....	1,353.78
00043265	AMP GLOBAL STRATEGIES	REPLACE EQUIP NON CAP.....		5,000.00
00043266	ANDRE & SON INC.	CONSTRUCTION SERVICES.....	GENERAL SUPPLIES.....	4,287.00
00043267	A.S.C.D.	GENERAL SUPPLIES.....		1,285.67
00043268	WILLIAM ATWOOD	PRO ED OTHER ED AGENCY.....		2,150.00
00043269	B&R POOL & SWIM SHOP	TEMPO TRAINER PRO.....		1,084.50
00043270	BARNES & NOBLE BOOKSTORE	TESTING SUPPLIES-JZ/Administration		239.95
00043271	FREDDY BATTAGLIA'S SPORTING	REPLACE EQUIP NON CAP.....		396.00
00043272	BERKHEIMER ASSOCIATES	EIT.....	LST.....	627.02
00043273	BRADCO SUPPLY COMPANY INC.	GENERAL SUPPLIES.....		487.50
00043274	BRICKS MARKET	GENERAL SUPPLIES.....		1,844.70
00043275	A. E. BROWN	CONTRACTED CARRIERS.....		4,919.98
00043276	SHERI BROWN	TUITION REIMBURSEMENT.....		1,004.77
00043277	BROWNS VAN SERVICE INC.	CONTRACTED CARRIERS.....		6,453.76
00043278	BSN SPORTS	DECALS.....		917.00
00043279	CAMBRIDGE UNIVERSITY PRESS	BOOKS AND PERIODICALS.....		158.03
00043280	CAREER SAFE	CONTRACTED CARRIERS.....	NEW EQUIPMENT NON CAP.....	1,498.00
00043281	CAROLINA BIOLOGICAL SUPPLY CO.	GENERAL SUPPLIES.....		435.31
00043282	MARSILIA CASTILLANO	MILEAGE.....		10.80
00043283	C CRANE CO INC	GENERAL SUPPLIES.....		127.33
00043284	CDW	EPSON BRIGHTLINK 585WI W WALL MOUN		6,866.86
00043285	DEBORAH M. CECHAK	MILEAGE.....		65.88
00043286	CHANEY ELECT INC.	NEW EQUIPMENT NON CAP.....		551.40
00043287	CHARTIERS VALLEY SCHOOL DISTRICT	SEP.....	AUG.....	2,958.00
00043288	CHESTER COUNTY INTERMEDIATE	AUG.....	SEP.....	23,697.36
00043289	CHOR YOUTH & FAMILY SERVICES	PRO ED OTHER ED AGENCY.....		3,150.00
00043290	CHILDRENS SERVICE CENTER	SEP.....		17,590.00
00043291	COLLINS EDUCATION ASSOCIATES	PRO ED OTHER ED AGENCY.....		2,394.56
00043292	COMMONWEALTH CONNECTIONS	OCT.....		113,099.22

* Denotes Non-Negotiable Transaction

P - Prenote

- Payables within Check

C - Credit Card Payment

D - Direct Deposit

Fund Accounting Check Summary

GENERAL FUND - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043293	ACD.	WORKBOOKS.....		794.50
00043294	CPI	SUBSCRIPTIONS.....		145.00
	CREATIVE EDUCATIONAL SERVICES			
00043295	CRESSWELL DRILLING CO INC	CONSTRUCTION SERVICES.....		5,881.00
00043296	DANA'S HARDWARE	WASP.....	TIE.....	40.58
00043297	DECKER EQUIPMENT	GENERAL SUPPLIES.....		1,689.50
00043298	HERRON LUMBER	REPLACE EQUIP NON CAP.....		1,281.48
00043299	DE HEY MC ANDREW	SECTION 125.....	8/10.....	834.60
00043300	DELUXE BUSINESS CHECKS	GENERAL SUPPLIES.....		695.06
00043301	DEMPSEY UNIFORM & LINEN SVC.	MOPS.....		1,861.67
00043302	BLICK ART MATERIALS	GENERAL SUPPLIES.....		108.28
00043303	DUNMORE ROOFING SUPPLY CO, INC	CONSTRUCTION SERVICES.....		2,459.00
00043304	MARY GENE EAGEN	MEALS/REFRESHMENTS.....		71.87
00043305	EASTERN PENNSYLVANIA SUPPLY CO	SHARKBITE.....	GENERAL SUPPLIES.....	682.41
00043306	EBSCO SUBSCRIPTION SERVICES	SUBSCRIPTIONS.....		1,570.61
00043307	EHRlich	EXTERMINATION SERVICES.....		1,151.00
00043308	ELECTRONIX EXPRESS	GENERAL SUPPLIES.....		169.35
00043309	GREGORY ELLSWORTH	MILEAGE.....		136.08
00043310	ENDLESS MOUNTAIN EVENTS	BONFIRE.....		178.64
00043311	JOHN DEERE FINANCIAL -FARM PLAN	BLAD.....	BELT.....	261.65
00043312	FOLLETT SCHOOL SOLUTIONS	BOOKS AND PERIODICALS.....		233.68
00043313	FOLLETT SCHOOL SOLUTIONS	ADMIN SOFTWARE, LICENSE.....		3,456.75
00043314	KRISTA PASKO	MILEAGE.....		88.02
00043315	FOX LEDGE INC	WATER.....		219.00
00043316	GERY FRANKO	MILEAGE.....		101.52
00043317	FRIEDMAN ELECTRICAL SUPPLY	REPLACE EQUIP NON CAP.....		2,271.72
00043318	GAY'S TRUE VALUE HARDWARE	TIE.....	CHAIN.....	388.74
00043319	GEISINGER CLINIC	OTHER PROFESSIONAL SVC.....		45.00
00043320	GENERAL SUPPLY CO.	GENERAL SUPPLIES.....		327.00
00043321	GLEN SUMMIT SPRINGS	WATER.....		1,349.50
00043322	GLOBAL EQUIPMENT COMPANY	REPLACE EQUIP NON CAP.....	NEW EQUIPMENT NON CAP.....	2,261.20
00043323	GLOBAL EDUCATION SOLUTIONS	TONER LANIER COPIER.....		32.00
00043324	GOLDEN BUSINESS MACHINES	EQ9781.....	EQ8687.....	1,008.24
00043325	ROBERT GRUDZINSKI	GENERAL SUPPLIES.....		123.50
00043326	KELLY GUSTIN	TUITION REIMBURSEMENT.....		383.00

* Denotes Non-Negotiable Transaction

- Payables within Check P - Prenote d - Direct Deposit C - Credit Card Payment

Fund Accounting Check Summary

GENERAL FUND - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description of Purchase	Description of Purchase	Check Amount
00043327	HAWTHORNE EDUCATIONAL SERVICES	TESTING SUPPLIES.....		44.00
00043328	MICHELLE HETZEL	TRAVEL.....		164.00
00043329	WENDY HICKS	MILEAGE.....		10.80
00043330	HOUGHTON MIFFLIN COMPANY	WORKBOOKS.....		2,882.83
00043331	HOUGHTON MIFFLIN HARCOURT	BOOKS AND PERIODICALS.....	WORKBOOKS.....	4,344.19
00043332	MARY HURST	TUITION REIMBURSEMENT.....		765.00
00043333	MARY HVEZDA	MILEAGE.....	GENERAL SUPPLIES.....	279.62
00043334	INNOVATIVE PLASTICS	GENERAL SUPPLIES.....		63.32
00043335	J. MILLER AND SONS	CONSTRUCTION SERVICES.....		2,450.00
00043336	KENNETH JANISZEWSKI	MILEAGE.....		200.88
00043337	JERRY ROSS WELDING	GENERAL SUPPLIES.....		250.60
00043338	KIDSPEACE CORP.	PRO ED OTHER ED AGENCY.....	AUG.....	320.00
00043339	KING,SPRY,HERMAN,FREUND&FAUL	OTHER PROFESSIONAL SVC.....		391.00
00043340	KIRBY HEALTH CENTER	CONSTRUCTION SERVICES.....		1,530.00
00043341	KNOWLEDGE WAND LLC	GENERAL SUPPLIES.....		250.00
00043342	KURTZ BROS.	MAT BOARD.....		16.74
00043343	LEARNING A-Z	INSTRUCT SOFTWARE.....		694.65
00043344	LEARNING RESOURCES	GENERAL SUPPLIES - TAMS - Life Ski		32.98
00043345	L.J.C. DISTRIBUTORS OF	GENERAL SUPPLIES.....		104.00
00043346	LOSER'S MUSIC INC.	GENERAL SUPPLIES.....		2,724.25
00043347	LUZERNE INTERMEDIATE UNIT	MLP.....		2,870.00
00043348	MAIN POOL AND CHEMICAL CO.	GENERAL SUPPLIES.....		142.50
00043349	MANDER FIRE & SAFETY, INC.	REPLACE EQUIP NON CAP.....		540.00
00043350	MANGLAVITI HVAC	CONSTRUCTION SERVICES.....		6,709.50
00043351	MARK ANDY PRINT PRODUCTS	GENERAL SUPPLIES.....		183.12
00043352	MARKEY UTILITY OPERATIONS	WATER OCT.....		391.37
00043353	MAXIM HEALTHCARE SERVICES INC	OTHER PROFESSIONAL SVC.....		579.01
00043354	MCM ELECTRONICS	GENERAL SUPPLIES.....		4.76
00043355	MEIER SUPPLY CO. INC.	NEW EQUIPMENT NON CAP.....		20,443.75
00043356	M-F ATHLETIC COMPANY INC.	GENERAL SUPPLIES.....		98.94
00043357	MILE HILL AUTO PARTS	BATTERY.....	HYD FL.....	173.59
00043358	MODERNFOLD OF READING, INC	INSPECTION.....		2,500.00
00043359	M.S.C. INDUSTRIAL SUPPLY CO.	GENERAL SUPPLIES.....		2,524.52
00043360	NASCO	GENERAL SUPPLIES - TAMS Life Skill		41.18
00043361	ANDREW NEELEY	DUES & FEES.....		96.00
00043362	NOAKES FIRE SYSTEMS	CONSTRUCTION SERVICES.....		2,365.50
00043363	NHS SCHOOL	ESY.....		1,853.32

* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

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- Payables within Check

Fund Accounting Check Summary

GENERAL FUND - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043364	BLUE TARP FINANCIAL, INC.	EQUIPMENT-REPLACEMENT.....		4,815.26
00043365	JOSEPH F. OHRA & SONS	REPLACE EQUIP NON CAP.....		208.24
00043366	PA CYBER CHARTER SCHOOL	NOV.....		52,436.43
00043367	PA DISTANCE LEARNING CHARTER	NOV.....		18,232.45
00043368	PA LEADERSHIP CHARTER SCHOOL	NOV.....		4,558.11
00043369	JERRY C PARRISH	MILEAGE.....		259.59
00043370	PA TREATMENT & HEALING	SEP.....		5,470.00
00043371	PENNSYLVANIA VIRTUAL CHARTER	AUG.....	SEP.....	7,292.98
00043372	NCS PEARSON INC.	TESTING SUPPLIES.....	GENERAL SUPPLIES - Roslund - OT....	476.60
00043373	PEARSON	BOOKS AND PERIODICALS.....		37,840.93
00043374	J. W. PEPPER & SON INC	REPLACE EQUIP NON CAP.....		19,200.00
00043375	PERMA BOUND	GENERAL SUPPLIES.....		1,947.26
00043376	PHILLIPS SUPPLY COMPANY	BOOKS AND PERIODICALS.....		3,015.20
00043377	PLUMB MASTER	GENERAL SUPPLIES.....	PLATES PAPER #9 SMOO.....	606.03
00043378	POSITIVE PROMOTIONS	GENERAL SUPPLIES.....		383.41
00043379	JACQUELYN MARSHALEK	GENERAL SUPPLIES.....		359.07
00043380	PRESSTEK	MILEAGE.....		64.48
00043381	PSYCHOLOGY TODAY	REPAIRS & MAINT EQUIP.....		6,184.72
00043382	PUROSKY AND TUCKERMAN INC	SUBSCRIPTIONS.....		39.97
00043383	REALLY GOOD STUFF	CONSTRUCTION SERVICES.....		202.55
00043384	REDIKER SOFTWARE	GENERAL SUPPLIES.....		273.05
00043385	REEVES RENT-A-JOHN, INC.	ADMIN SOFTWARE, LICENSE.....		900.00
00043386	REMEDIA PUBLICATIONS	RS.....	HS.....	357.00
00043387	PAUL RICCOMINI	WORKBOOKS-Life skills classroom -		44.97
00043388	ROCKLER WOODWORKING SUPPLIES	PRO ED OTHER ED AGENCY.....		10,000.00
00043389	WILLIAM H. SADLIER INC.	GENERAL SUPPLIES.....		1,084.38
00043390	NEW STORY	WORKBOOKS.....		5,021.59
00043391	SCHOOL SPECIALTY INC.	AUG.....		101,076.65
00043392	HENRY SCHEIN	GENERAL SUPPLIES.....	ALCOHOL - ISO - 16 O.....	117.53
00043393	SCHOOL HEALTH CORPORATION	MUELLER M-WRAP.....		21.60
00043394	SUMMER SCHOENBERG FRISCO	GENERAL SUPPLIES.....		40.31
00043395	SCHOLASTIC MAGAZINES	MILEAGE.....		130.41
00043396	SCHOLASTIC INC.	SUBSCRIPTIONS.....		1,773.65
00043397	SCHOOL SPECIALTY INC	GENERAL SUPPLIES.....	SUBSCRIPTIONS.....	1,597.68
00043398	ROBIN SCHULTZ	GENERAL SUPPLIES - Roslund - OT....		319.08
00043399	SEAN MASON MUSIC	TUITION REIMBURSEMENT.....		385.00
00043400	SHERWIN WILLIAMS	REPAIRS & MAINT EQUIP.....		680.00
00043401	LAW OFFICES OF GEORGE F	GENERAL SUPPLIES.....		2,356.65
00043402		OTHER PROFESSIONAL SVC.....		2,826.72

* Denotes Non-Negotiable Transaction

P - Prenote

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Fund Accounting Check Summary

GENERAL FUND - FROM 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043403	SHOVLIN ESQUIRE			
00043404	SHUPP EXCAVATING	GENERAL SUPPLIES		345.00
00043405	SICKLER'S HOME SUPPLY INC	COUNTERTOP		357.00
00043406	ROBERT SIDES	GENERAL SUPPLIES	REPLACE EQUIP NON CAP	2,109.47
00043407	MARK SIMKO	MILEAGE		157.14
00043408	SIMPLEX GRINNELL	CONSTRUCTION SERVICES		2,483.40
00043409	SOCIAL STUDIES SCHOOL SERVICE	GENERAL SUPPLIES	WORKBOOKS	212.80
00043410	SPORTSMAN'S	REPLACE EQUIP NON CAP		178.15
00043411	BETSY SPROUT	TRAVEL		470.68
00043412	AMANDA SPURLIN	TUITION REIMBURSEMENT		372.00
00043413	STANDARD STATIONERY SUPPLY CO.	BINDER CLIPS 2"		610.41
00043414	STAPLES ADVANTAGE	GENERAL SUPPLIES		838.93
00043415	PETER SWART	TUITION REIMBURSEMENT		902.69
00043416	SWEET, STEVENS, KATZ & TEST EQUIPMENT DEPOT	OTHER PROFESSIONAL SVC		4,532.70
00043417	THERAPRO	GENERAL SUPPLIES		1,701.87
00043418	TOOLSOURCE.COM	GENERAL SUPPLIES - TAMS - OT		41.96
00043419	TOPPCOPY	REPLACE EQUIP NON CAP	T4085	1,280.18
00043420	TRANE OF NORTHEASTERN PENNA.	T4085		739.71
00043421	TRANE	REPLACE EQUIP NON CAP		21.96
00043422	TRIARCO	GENERAL SUPPLIES		11.96
00043423	TRI-COUNTY INSURANCE AGENCY	MAT BOARD, CRESCENT,		9.30
00043424	TRIGUARD SECURITY SYSTEMS	POLICE		2,225.00
00043425	TUNK. AREA SCHOOL CAFETERIA	11/1-1/31		5,487.00
00043426	TUNKHANNOCK AREA HIGH SCHOOL	GENERAL SUPPLIES		206.10
00043427	TYLER MEMORIAL HOSPITAL	GENERAL SUPPLIES		168.00
00043428	ULINE	REPLACE EQUIP NON CAP		150.00
00043429	UNIFIRST CORP.	UNIFORMS		246.63
00043430	United Parcel Service	FREIGHT		348.99
00043431	TREYCI VANORDER	MILEAGE		175.84
00043432	VOLLEYBALL CORNER	REPLACE EQUIP NON CAP		5.29
00043433	RJ WALKER	GENERAL SUPPLIES		841.43
00043434	WALTER'S TRANSPORT INC	CONTRACTED CARRIERS		90.90
00043435	WARDS NATURAL SCIENCE EST.	GENERAL SUPPLIES		3,851.32
00043436	JENNIFER WASHKO	TRAVEL		776.59
00043437	WASTE MANAGEMENT OF NE PA	OCT		821.49
00043438	WB MASON	EXPO BRAND DRY ERASE	CONSTRUCTION PAPER P	4,775.64
				5,500.42

* Denotes Non-Negotiable Transaction

- Payables within Check P - Prenote d - Direct Deposit c - Credit Card Payment

Fund Accounting Check Summary

GENERAL FUND - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043439	JUDY WEBER	TUITION REIMBURSEMENT.....		765.00
00043440	WEB OFFICE MART	GENERAL SUPPLIES.....		746.55
00043441	WEST PAYMENT CENTER	SUBSCRIPTIONS.....		629.00
00043442	DAVID R WILLIAMS PAINTING CO.	CONSTRUCTION SERVICES.....		2,936.70
00043443	WOODCRAFT	GENERAL SUPPLIES.....		760.88
00043444	WVADS	SEPT.....		1,500.00
00043445	WYOMING WEEKLY GROUP	ADVERTISING.....		43.96
00043446	YOUNGS INC.	GENERAL SUPPLIES.....		103.28
00043447	YOUTH ADVOCATE PROGRAMS	SEP.....		8,120.65
00043448	JENNIFER S. ZDANIEWICZ	MILEAGE.....		45.79
			656,458.14	
		10-GENERAL FUND		
		Grand Total Manual Checks :	0.00	
		Grand Total Regular Checks :	656,458.14	
		Grand Total Direct Deposits:	0.00	
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	656,458.14	

- 35 -

Fund Accounting Check Summary

CAFETERIA CHECKING - From 10/28/2016 To 10/28/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00001183	AMERICAN JANITOR	GENERAL SUPPLIES.....		96.84
00001184	BIMBO FOODS INC	FOOD.....		2,842.13
00001185	CANADA DRY / ROYAL CROWN CO OF SCRANTON	SNACKS.....		1,162.45
00001186	FEESERS FOOD DISTRIBUTORS	FOOD.....		22,133.35
00001187	HUFF ICE CREAM INC	SNACKS.....		347.28
00001188	K & D FACTORY SERVICE INC.	REPAIRS & MAINT EQUIP.....		367.30
00001189	KEGEL'S PRODUCE	FOOD.....		869.20
00001190	KEYCO DISTRIBUTORS INC	FOOD.....		2,698.98
00001191	MEIER SUPPLY CO. INC.	REPLACE EQUIP NON CAP.....		258.54
00001192	MOUNTAINSIDE FRUIT MARKET	FOOD.....		2,665.31
00001193	NARDONE BROS BAKING CO INC	FOOD.....		3,147.20
00001194	POCONO MOUNTAIN DAIRIES	MILK.....		9,289.89
00001195	RICE'S EQUIPMENT	GENERAL SUPPLIES.....		3,627.15
00001196	JACKIE SHAVER	TRAVEL.....		888.97
00001197	SINGER EQUIPMENT COMPANY	GENERAL SUPPLIES.....		4,735.88
00001198	TUNKHANNOCK AREA SCHOOL DIST.	SAL SUP.....	HEALTH.....	73,993.05
00001199	US FOODS	FOOD.....		7,566.09
00001200	W.A. DEHART INC	SNACKS.....		516.01
51-FOOD SERVICE/CAFETERIA				137,205.62
Grand Total Manual Checks :				0.00
Grand Total Regular Checks :				137,205.62
Grand Total Direct Deposits:				0.00
Grand Total Credit Card Payments:				0.00
Grand Total All Checks :				137,205.62

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

10/21/2016 08:36:12 AM

Tunkhannock Area School District

Page 1

Expense

Board Summary Report

From 09/01/2016 To 09/30/2016

fabrdsc

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	% Used	Year To Date Encumbrances	Available Funds
10 GENERAL FUND						
1000 INSTRUCTION	28,911,872.00	2,631,327.51	3,082,145.96	11.21	160,413.42	25,669,312.62
2000 SUPPORT SERVICES	14,976,822.00	1,310,458.30	2,759,559.40	19.34	138,097.03	12,079,165.57
3000 OPERATION NON INST SERV	1,034,158.00	80,741.08	175,571.82	18.62	17,027.53	841,558.65
5000 OTHER EXPEND/FINAN USE	3,207,223.00	-78,752.00	1,921,556.26	59.91	0.00	1,285,666.74
Totals for fund - 10	48,130,075.00	3,943,774.89	7,938,833.44	17.15	315,537.98	39,875,703.58
51 FOOD SERVICE/CAFETERIA						
3000 OPERATION NON INST SERV	0.00	114,634.34	123,660.70	0.00	0.00	-123,660.70
Totals for fund - 51	0.00	114,634.34	123,660.70	0.00	0.00	-123,660.70
Expenditures Fund 10	48,130,075.00	3,943,774.89	7,938,833.44	17.15	315,537.98	39,875,703.58
Expenditures Fund 51	0.00	114,634.34	123,660.70	0.00	0.00	-123,660.70

Review

Board Summary Report

From 09/01/2016 To 09/30/2016

fabrdsc

Account Description	Current Budget	Period To Date		Year To Date		% Used	Year To Date Encumbrances	Available Funds
		Exp/Rcvd	Exp/Rcvd	Exp/Rcvd	Exp/Rcvd			
10 GENERAL FUND								
6000 REV FROM LOCAL SOURCE	-24,110,424.00	-10,755,152.20	-15,367,175.62	63.73	0.00	-8,743,248.38		
7000 REV FROM STATE SOURCES	-21,355,266.00	-975,864.51	-3,874,117.08	18.14	0.00	-17,481,148.92		
8000 REV FROM FEDERAL SOURCE	-797,809.00	-34,043.42	-134,066.60	16.80	0.00	-663,742.40		
9000 OTHER FINANCE SOURCES	0.00	0.00	0.00	0.00	0.00	0.00		
Totals for fund - 10	-46,263,499.00	-11,765,060.13	-19,375,359.30	41.88	0.00	-26,888,139.70		
51 FOOD SERVICE/CAFETERIA								
6000 REV FROM LOCAL SOURCE	0.00	-47,354.34	-60,443.26	0.00	0.00	60,443.26		
7000 REV FROM STATE SOURCES	0.00	-1,141.16	-6,647.62	0.00	0.00	6,647.62		
8000 REV FROM FEDERAL SOURCE	0.00	-19,284.45	-101,132.79	0.00	0.00	101,132.79		
Totals for fund - 51	0.00	-67,779.95	-168,223.67	0.00	0.00	168,223.67		
Revenues Fund 10	-46,263,499.00	-11,765,060.13	-19,375,359.30	41.88	0.00	-26,888,139.70		
Revenues Fund 51	0.00	-67,779.95	-168,223.67	0.00	0.00	168,223.67		

EXTRA CURRICULAR ACTIVITIES		Activity	School Year	Compensation	Clearances/TB Status
Name	Rich	Girls Freshman Basketball	2016-17	\$2,998.00	Complete
Appleby	Scott	Boys Asst Wrestling	2016-17	\$3,559.00	Complete
Davies	Amanda	Girls JV Basketball	2016-17	\$3,559.00	Complete
Golden	Stan	Boys JV Basketball	2016-17	\$3,559.00	Complete
Harder	Bob	Boys Head Wrestling	2016-17	\$5,996.00	Complete
Hagedty	Jason	Boys Freshman Basketball	2016-17	\$2,998.00	Complete
Keown	Victoria	Girls Head Swimming	2016-17	\$3,750.00	Complete
King	Jaime	Girls 7th Grade Basketball	2016-17	\$2,751.00	Complete
LaChase	Tim	Boys Head Swimming	2016-17	\$3,750.00	Complete
Mislevy	Joe	Girls Head Basketball	2016-17	\$5,996.00	Complete
Reno	Ray	Boys JH Head Wrestling	2016-17	\$3,559.00	Complete
*Woods					
*New Coach					

Extra Pay Positions		Activity	School Year	Clearances/TB Status
Name				
Costello	Pam	Ticket Seller/Taker	2016-17	Complete
Davis	Sharyn	Ticket Seller/Taker	2016-17	Complete
Dymond	Krista	Ticket Seller/Taker	2016-17	Complete
Ell	Colleen	Ticket Seller/Taker	2016-17	Complete
Franklin	Karen	Ticket Seller/Taker	2016-17	Complete
Giberson	Carol	Ticket Seller/Taker	2016-17	Complete
Hampsey	Gabrielle	Scoreboard Operator	2016-17	Complete
Hegedty	Bob	Scoreboard Operator	2016-17	Complete
Mislevy	Colleen	Ticket Seller/Taker	2016-17	Complete
Morris	Bobbi	Ticket Seller/Taker	2016-17	Complete
Davis	Don	Scorebook	2016-17	Pending TB
Hampsey	Ron	Scoreboard Operator/Scorebook	2016-17	Pending TB
Johnson	Tom	Scoreboard Operator	2016-17	Pending TB
Marini	Joanne	Ticket Seller/Taker	2016-17	Pending TB

Compensation Rates:


	Activity	\$Per Rate
Basketball	Security	\$Per Rate
	Ticket Seller/Taker (Only Boys)	\$50 per game
	Ticket Seller	\$50 per game
	Scoreboard Operator	\$50 per game
	Book Keeper	\$50 per game
Wrestling	Ticket Seller	\$50 per game
	Scoreboard Operator	\$50 per game
	Book Keeper	\$50 per game


Volunteers - October 27, 2016

Volunteers	First	Activity or School	School Year	Clearances/TB Status
Last				
Brown	Marcy Ann	Evans Falls	2016-17	Complete
Carey	Kristy	Evans Falls	2016-17	Complete
Corby	Sharon	Evans Falls	2016-17	Complete
Cummiskey	Jerika	High School	2016-17	Complete
Dussinger	Kelley	Roslund	2016-17	Complete
Faux	Christine	Evans Falls	2016-17	Complete
Franko	Catherine	Middle School	2016-17	Complete
Geary	Paula	Evans Falls/Middle/High	2016-17	Complete
Gioia	Lilly	Evans Falls	2016-17	Complete
Jollimore	Margaret	Evans Falls	2016-17	Complete
Kline	Rayann	Evans Falls	2016-17	Complete
Kovolenus	Gwendolyn	Evans Falls	2016-17	Complete
Kozloski	Tami	Roslund	2016-17	Complete
Kroptavich	Brittany	Mill City/Middle School	2016-17	Complete
Kuffa	April	Roslund	2016-17	Complete
LaChase	Nicholas	Middle School	2016-17	Complete
MacMillan	Kimberly	Evans Falls/Middle School	2016-17	Complete
Mahle	Nancy	Evans Falls	2016-17	Complete
Mancuso	Ruth	Middle School	2016-17	Complete
Marcho	Louis John	High School	2016-17	Complete
Mateus	Heather	Mehoopany/Middle School	2016-17	Complete
Moran	Celeste	Mill City/Middle School	2016-17	Complete
Nichols	Deata	Evans Falls/Middle/High	2016-17	Complete
Psolka	Teresa	Roslund	2016-17	Complete
Ryan	Karen	Evans Falls	2016-17	Complete
Simon-Long	Judy	Middle/High School	2016-17	Complete
Slater	Heather	Evans Falls	2016-17	Complete
Slusark	Christine	Middle School	2016-17	Complete
Staff	Betsy	Middle School	2016-17	Complete
Tupper	Vicki	Evans Falls	2016-17	Complete
VanNess	Christine	Mill City/Middle School	2016-17	Complete
Walsh	Tara	Mill City	2016-17	Complete



PNC BANK
 PO BOX 828702
 PHILADELPHIA PA 19182-8702


 PNC BANK
 PO BOX 828702
 PHILADELPHIA PA 19182-8702


 TUNKHANNOCK AREA SCH DIST
 CORPORATE ACCOUNT
 ATTN P J O'SHEA
 41 PHILADELPHIA AVE
 TUNKHANNOCK PA 18657-1200

ACCOUNT NUMBER	
PAYMENT DUE DATE	09-01-16
AMOUNT DUE	\$3,332.80
CURRENT BALANCE	\$3,332.80

AMOUNT ENCLOSED \$

26372380 - 000146 - 0001 - 0003 - 6

Please tear payment coupon at perforation.

STATEMENT MESSAGES

(This area is intentionally left blank for statement messages.)

CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER																															
<table border="1" style="width: 100%;"> <tr> <td>CLOSING DATE</td> <td>08-25-16</td> </tr> <tr> <td>PAYMENT DUE DATE</td> <td>09-01-16</td> </tr> <tr> <td>CREDIT LIMIT</td> <td>100,000</td> </tr> <tr> <td>AVAILABLE CREDIT</td> <td>96,667</td> </tr> </table>	CLOSING DATE	08-25-16	PAYMENT DUE DATE	09-01-16	CREDIT LIMIT	100,000	AVAILABLE CREDIT	96,667	<table border="1" style="width: 100%;"> <tr> <td>PREVIOUS BALANCE</td> <td style="text-align: right;">7,710.46</td> </tr> <tr> <td>PURCHASES AND OTHER CHARGES</td> <td style="text-align: right;">3,702.74</td> </tr> <tr> <td>CASH ADVANCES</td> <td style="text-align: right;">.00</td> </tr> <tr> <td>CREDITS</td> <td style="text-align: right;">369.94</td> </tr> <tr> <td>PAYMENTS</td> <td style="text-align: right;">7,710.46-</td> </tr> <tr> <td>LATE PAYMENT CHARGES</td> <td style="text-align: right;">.00</td> </tr> <tr> <td>CASH ADVANCE FEE</td> <td style="text-align: right;">.00</td> </tr> <tr> <td>FINANCE CHARGES</td> <td style="text-align: right;">.00</td> </tr> <tr> <td>NEW BALANCE</td> <td style="text-align: right;">3,332.80</td> </tr> <tr> <td>TOTAL PAYMENT DUE</td> <td style="text-align: right;">3,332.80</td> </tr> <tr> <td>DISPUTED AMOUNT</td> <td style="text-align: right;">.00</td> </tr> </table>	PREVIOUS BALANCE	7,710.46	PURCHASES AND OTHER CHARGES	3,702.74	CASH ADVANCES	.00	CREDITS	369.94	PAYMENTS	7,710.46-	LATE PAYMENT CHARGES	.00	CASH ADVANCE FEE	.00	FINANCE CHARGES	.00	NEW BALANCE	3,332.80	TOTAL PAYMENT DUE	3,332.80	DISPUTED AMOUNT	.00
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<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> CUSTOMER SERVICE AND LOST CARD REPORTING Inside U.S. 1-800-685-4039 Outside U.S. 1-706-644-3224 </td> <td style="width: 50%;"></td> </tr> </table>		CUSTOMER SERVICE AND LOST CARD REPORTING Inside U.S. 1-800-685-4039 Outside U.S. 1-706-644-3224																													
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<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> SEND BILLING INQUIRIES TO: PNC BANK PO BOX 828702 PHILADELPHIA PA 19182-8702 </td> <td style="width: 50%;"></td> </tr> </table>		SEND BILLING INQUIRIES TO: PNC BANK PO BOX 828702 PHILADELPHIA PA 19182-8702																													
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ACCT. NUMBER:			
CREDIT LIMIT	100,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	3,332.80	MINIMUM PAYMENT DUE	3,332.80
AVAILABLE CREDIT	96,667.20	PAYMENT DUE DATE	09-01-16

CORPORATE ACCOUNT ACTIVITY

TOTAL CORPORATE ACTIVITY				
\$7,710.46 CR				
Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-01	08-01		AUTO PAYMENT DEDUCTION	7,710.46 CR

INDIVIDUAL CARDHOLDER ACTIVITY

			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$149.95	\$0.00	\$149.95

Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-12	08-11	24332396225008185738047	EXPERTS EXCHANGE LLC 877-2118911 CA <i>Accu RIP Black Pearl</i>	149.95

			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$250.39	\$0.00	\$250.39

Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-01	07-29	24492156211894233148127	PAYPAL *DFLIQUIDATO 402-835-7733 CA <i>light timers</i>	114.69
08-24	08-23	24445006237400302775090	WM SUPERCENTER #2024 TUNKHANNOCK PA <i>Water ME</i>	35.00
08-25	08-24	24445006238400301397803	WM SUPERCENTER #2024 TUNKHANNOCK PA <i>Water ME & Supplies</i>	100.70

			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$182.26	\$0.00	\$182.26

Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-01	07-29	24013396212004070180289	SLEEP INN STATE COLLEGE PA <i>PASBO Conf</i> 0266421084 ARRIVAL: 07-27-16	182.26

			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$369.94	\$898.24	\$0.00	\$528.30

Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-04	08-03	24164076216105020944632	STAPLES DIRECT 800-3333330 MA <i>Chair</i>	105.99
08-10	08-09	24492156222637005971631	RUDL HUDL.COM NE <i>Hide Athletics</i>	299.00
08-16	08-15	24226386229091006433218	WAL-MART #1884 DICKSON CITY PA <i>Supplies</i>	45.26
08-24	08-23	74399006236503378090583	BESTBUYCOM787554007260 RICHFIELD MN <i>Computer Refund</i>	369.94 CR
08-24	08-24	24435656237801014382113	GALLS 859-266-7227 KY <i>Security Cloth</i>	95.63
08-24	08-23	24164076236105222958980	STAPLES DIRECT 800-3333330 MA <i>Teacher Chairs</i>	243.77
08-25	08-25	24692166238000605825229	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA <i>Ipote</i>	17.99
08-25	08-25	24692166238000625489121	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA <i>Stop Watch</i>	89.54

			CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
			\$0.00	\$2,221.90	\$0.00	\$2,221.90

Post Date	Trans Date	Reference Number	Transaction Description	Amount
08-01	07-29	24431066211083704690669	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA <i>Title Books</i>	362.52
08-02	08-01	24431066214083302089188	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA <i>Fifty Books</i>	1,178.08
08-08	08-05	24789306220077500475157	ABM PARKING STATION SQ GAR PITTSBURGH PA <i>Title I Conf Parking</i>	46.00
08-08	08-06	24231686218036008995928	STATION SQUARE HOTEL PITTSBURGH PA <i>Title I Conf</i>	362.52
08-16	08-15	24692166228000415194941	AMAZON.COM AMZN.COM/BILL WA <i>BOOKS</i>	183.78



ACCT. NUMBER:			
CREDIT LIMIT	100,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	3,332.80	MINIMUM PAYMENT DUE	3,332.80
AVAILABLE CREDIT	96,667.20	PAYMENT DUE DATE	09-01-16

INDIVIDUAL CARDHOLDER ACTIVITY

08-19 08-18 ASSOC SUPERV AND CURR 800-933-2723 VA *Membership* 89.00

Cafeteria General Fund to Food Service Fund Budget Transfer for 16/17

Amount of funds needed to be transferred to the Cafeteria is \$200,000. The total requested transfer covers the shortage incurred in fiscal year 15/16 to present time.

This estimation is based on expenses increasing (Example: health, dental, vision, retirement, and salaries) with other invoices and revenues staying consistent with previous years.



Tunkhannock High School

2017 Trip to Smuggler's Notch, VT

January 18th – January 20th 2017

Mrs. McPherson, School Board Members, & Tunkhannock Area High School Administrators:

I am writing to request the approval of an overnight field trip for the *Tunkhannock Area High School Ski and Snowboard Club*. Our ski club has been fortunate enough to enjoy trips to premiere Vermont and New York mountains for decades and strive to continue offering this unique opportunity for our students each year! This is something that they will surely impact their lives and they'll be talking about with their friends forever! I would like to take this opportunity to tell you about this year's trip.

Due to low student numbers for a few years running, we decided to join forces with Lackawanna Trail's Ski Club last year which worked out splendidly. We are seeking to make that arrangement again so we have a better chance at filling a charter bus. We are proposing to ski and stay in the condos right at **Smuggler's Notch Resort** on **January 18th – 20th**. We would be leaving Wednesday, January 18th after dismissal. We will then ski all day Thursday and Friday. We will be returning back late Friday night on January 20th. We have decided on this schedule for a few reasons. Due to the fact that we will be skiing on two mid-week days, our students' will enjoy a safer, open mountain while skiing in more difficult terrain, along with a less crowded condo accommodations free from additional high school trips, as well as cheaper ski package rates.

The accommodations will be at the **Smuggler's Notch Resort** right on the mountain (Smugglers' Notch Resort, 4323 Vermont Route 108 South, Smugglers' Notch, VT 05464). There is an indoor pool, and a family fun center to keep students entertained in the evenings. This trip is always one-hundred percent student and/or chaperone funded and **will be at no cost to the district**.

Last year we had 16 Tunkhannock students along with 22 Lackawanna Trail students. There were 6 chaperones (3 female, 3 male), all of which were educators in both districts. We would expect the numbers to be fairly similar for this year's trip. Our primary goal is to keep our students safe but our secondary hope is that our students are provided an opportunity to experience traveling to a unique location; something they may have never experienced before. Small things, such as being courteous to hotel and mountain staff, tipping servers as well as bus drivers, are discussed and expected throughout the duration of the trip. Though it's obvious this can't be considered a complete educational field trip, many life lessons and experiences certainly help to create a better-rounded individual.

We hope we can continue this long standing tradition with the Tunkhannock High School Ski Club. If you have any questions or concerns, please feel free to contact me at: doug.wilson@tasd.net.

Sincerely,

Doug Wilson
TAHS Ski Club Adviser

Tunkhannock Area School District Job Description

Title: Human Resources Administrative Assistant

SUMMARY:

The Human Resources Administrative Assistant provides support to ensure the smooth and efficient operations of the central office and is responsible for ensuring the district's compliance with personnel, employee and labor requirements. Incumbent serves as the district's POC for employee records, as well as, applicant files throughout the recruitment and pre-employment process.

REPORTING RELATIONSHIPS:

- Reports directly to the Assistant Superintendent.
- Works cooperatively with administrators, supervisors, staff, parents, students and others to perform job responsibilities as outlined

TERMS OF EMPLOYMENT:

1. 12 month (260-262 days) or as directed by the Tunkhannock Area School District School Board.
2. Salary & Benefits are as described in the current Collective Bargaining Agreement between the Tunkhannock Area School District and the Tunkhannock Area Act 93 employees.

EVALUATION:

Performance of this job will be evaluated by the Superintendent.

QUALIFICATIONS & PHYSICAL REQUIREMENTS:

To successfully perform this position, a person must be able to perform each essential duty satisfactorily. The qualification requirements listed below represent minimum levels of educational achievement, training, skill and/or ability necessary.

- High school diploma or GED is required. Completion of two (2) years of college, technical school or business school resulting in an associates' degree or certificate is preferred. Two (2) or more years experience in a business office setting with experience in human resources is also preferred.

- Requires the knowledge of the operations of standard office equipment necessary to perform the job such as computers and software for the purposes of inquiry/entry. Knowledge of Microsoft Office software programs is required. Job requires the ability to access, compile, check, and record information and to prepare routing correspondence and reports as needed in a school setting. Must have excellent written and oral communication skills and be able to communicate effectively by telephone or in person with individuals on a variety of levels. Must be able to independently process information, have good organizational skills and a strong attention to detail. Employee must have the ability to work in an environment with frequent interruptions.

Qualified candidate will be required to use hands to finger, handle or feel objects, tools or controls, and to talk and hear; Sit and occasionally be required to stand, walk, stoop, kneel and

