

TUNKHANNOCK AREA SCHOOL DISTRICT
TUNKHANNOCK, PENNSYLVANIA

BOARD OF SCHOOL DIRECTORS
WORK SESSION/BOARD MEETING
ADMINISTRATION CENTER
THURSDAY, DECEMBER 15, 2016

I. Call to Order

II. Pledge of Allegiance

III. Public Comments on Agenda Items Only

IV. Student Spotlight

V. Enrollments (pp6-10)

VI. Approval of Minutes

1. Recommended that a resolution be adopted to approve the Board Minutes of the November 22, 2016 Public Work Session/Board Meeting as presented. (pp11-21)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve the Board Minutes of the December 1, 2016 Special Purpose Meeting as presented. (pp22-26)

Motion by _____ Seconded by _____

VII. Business and Finance

1. Recommended that a resolution be adopted to approve district Treasurers' Reports as presented.
 - a. District (p27)
 - b. Pennsylvania Liquid Assets (p28)
 - c. Payroll Account (p28)
 - d. Gas Lease Funds Account (p29)
 - e. Unemployment Compensation Fund (p30)
 - f. Capital Reserve (p31)
 - g. Scholarship Accounts (p32)
 - h. Cafeteria (pp33-35)

Business and Finance (Continued)

- i. Title I (p36)
- j. Title II (p37)
- k. Activities Accounts (pp38-40)
- l. Community Funded Sports Account (p41)
- m. Pre K Funds (p42)
- n. General Fund Checking Account (p43)

Motion by _____ Seconded by _____

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

a. District

November 10, 2016	\$813,994.86
November 23, 2016	\$796,654.74

b. Cafeteria

November 10, 2016	\$26,352.92
November 23, 2016	\$27,960.28

c. Title I

November 10, 2016	\$14,008.00
November 23, 2016	\$14,008.00

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to ratify wire transfers as presented. (p44)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$815,447.32. (pp45-49)

Motion by _____ Seconded by _____

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

- a. District - \$508,684.55 (pp50-54)
- b. Cafeteria - \$143,045.94 (p55)

Motion by _____ Seconded by _____

6. Recommend that a resolution be adopted to approve district financial reports as presented. (pp56-57)

Motion by _____ Seconded by _____

VIII. Superintendent's Report

1. Recommended that a resolution be adopted to approve volunteers as presented. Clearances status as listed. (p58)

Motion by _____ Seconded by _____

2. Recommended that a resolution be adopted to approve the appointment of Winter Sports Extra Pay positions as listed. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.

- a. John Keefe Scoreboard Operator/Scorebook Compensation - \$50.00/game
- b. Bill Fassett Scorebook Compensation - \$50.00/game

Motion by _____ Seconded by _____

3. Recommended that a resolution be adopted to approve the appointment of James Timmons, pending receipt of all clearances and TB testing, as a substitute Administrator at a rate of \$375.00/day.

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted to approve the appointment of Support Staff Substitutes as listed. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.

- a. Brenda DeSoo (p59)
- c. Ashley Tyson (p60)

Motion by _____ Seconded by _____

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

- a. Annette Shreve Math Design Collaborative 12/13-15 \$371.60 (pp61-62)
- b. Mary Gene Eagen Title I ISP Conference 1/29 \$1,262.00 (pp63-

64)

Motion by _____ Seconded by _____

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>Holly Arnold</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</u>	<u>Bill Weidner</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. T ASD Visa Account (Information Only) (pp65-66)
2. 2017 Work Session/Board Meeting Schedule for the Tunkhannock Area School District Board of School Directors (Information Only) (p67)
3. Recommended that a resolution be adopted to approve the first reading of Board Policies as listed.
 - a. No. 007 Local Board Procedures – Policy Manual Access (pp68)
 - b. No. 210 & No. 210-AR Pupil – Medications (pp69-75)

Motion by _____ Seconded by _____

4. Recommended that a resolution be adopted for the 2017-18 Budget not to exceed the Act 1 Index of 3.1%. (pp76-77)

Motion by _____ Seconded by _____

5. Discussion on Per Capita Tax

6. Recommended that a resolution be adopted to approve an increase in compensation for Tax Collectors beginning with the new term in 2018.

Motion by _____

Seconded by _____

XII. Additional Public Comments

XIII. Adjournment

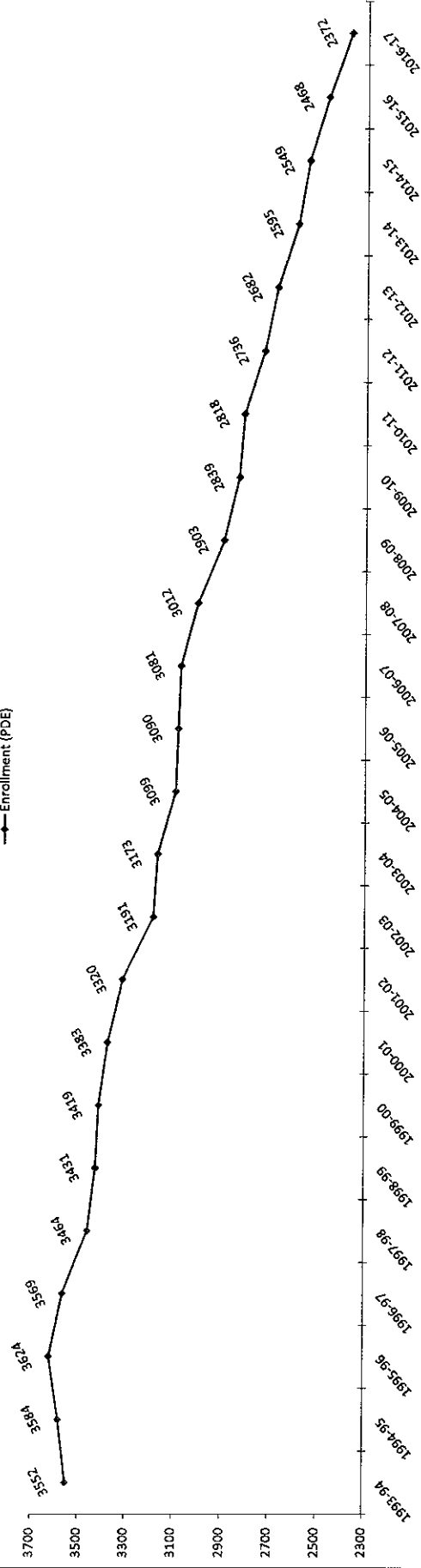
Motion by _____

Seconded by _____

Tunkhannock Area School District Enrollment History

(as of 10/1 each year)

—●— Enrollment (PDE)



Tunkhannock Area School District Enrollment Statistics 2016 - 2017

	8/30/2016	9/1/2016	10/3/2016	11/1/2016	12/1/2016	1/3/2017	2/1/2017	3/1/2017	4/3/2017	5/1/2017	6/1/2017
Elementaries											
K	156	156	155	155	155						
1	173	173	172	172	172						
2	157	157	156	158	157						
3	175	175	174	172	174						
4	198	199	199	200	198						
Total	859	860	856	857	856						
Middle School											
5	182	182	182	180	179						
6	210	210	211	213	214						
7	175	175	176	177	176						
8	187	187	186	186	187						
Total	754	754	755	756	756						
High School											
9	181	181	180	179	177						
10	197	196	191	191	191						
11	191	190	190	189	188						
12	205	204	200	201	201						
Total	774	771	761	760	757						
District Total	2387	2385	2372	2373	2369						

Tunkhannock Area School District Enrollment - Elementary 2016 - 2017											
	8/30/2016	9/1/2016	10/3/2016	11/1/2016	12/1/2016	1/3/2017	2/1/2017	3/1/2017	4/3/2017	5/1/2017	6/1/2017
Evans Falls											
K	43	43	41	42	42						
1	33	33	31	30	30						
2	39	40	41	40	40						
3	36	36	36	36	36						
4	46	46	46	47	47						
Total	197	198	195	195	195						
Mehoopany											
K	29	29	29	28	28						
1	34	34	34	36	36						
2	26	26	25	26	23						
3	47	47	47	45	47						
4	25	25	26	27	26						
Total	161	161	161	162	160						
Mill City											
K	34	34	34	34	34						
1	52	52	53	53	53						
2	44	44	43	43	44						
3	34	34	34	33	34						
4	57	57	57	57	56						
Total	221	221	221	220	221						
Roslund											
K	50	50	51	51	51						
1	54	54	54	53	53						
2	48	47	47	49	50						
3	58	58	57	58	57						
4	70	71	70	69	69						
Total	280	280	279	280	280						
Elem. Total	859	860	856	857	856						

Tunkhannock Area School District Enrollment - Elementary Homerooms 2016 -2017

Evans Falls					
Grade	Teacher	Total Students	Additional	Less	
Kindergarten	Ms. Quinn	14			
Kindergarten	Patti Quinnan	14			
Kindergarten	Mrs. Williams	14			
Total		42			
Grade 1	Karen Gurzynski	15			
Grade 1	Susan Traver	15			
Total		30			
Grade 2	Cheryl Montross	21	1		
Grade 2	Judy Weber	20			
Total		41	1		
Grade 3	Marlene Aitken	18			
Grade 3	Joanne Yanchick	18			
Total		36			
Grade 4	Anastasia Davis	23			
Grade 4	Nolan Robinson	24			
Total		47			
School Total		196	1	0	
Mehoopany					
Grade	Teacher	Total Students	Additional	Less	
Kindergarten	Gretchen Kneal	14			
Kindergarten	Deborah Shotwell	14			
Total		28			
Grade 1	Elizabeth Reese	19			
Grade 1	Beth Saylor	17			
Total		36			
Grade 2	Kelly Kulsicavage	10		3	
Grade 2	Faye Ziegler	13			
Total		23		3	
Grade 3	Jennifer Gallup	15	1		
Grade 3	Wendy Morris	16			
Grade 3	Krista Dymond	16	1		
Total		47	2		
Grade 4	Megan Farrell	13		1	
Grade 4	Vince McClain	12			
Total		25		1	
School Total		159	2	4	

Mill City					
Grade	Teacher	Total Students	Additional	Less	
Kindergarten	Alice Gable	18			
Kindergarten	Anna Longstreet	16			
Total		34			
Grade 1	Stacy Bevan	17			
Grade 1	Rachel Dana	18			
Grade 1	Justin Muthler	18			
Total		53			
Grade 2	Marion Parry	22	1		
Grade 2	Tina Verchuk	21			
Total		43	1		
Grade 3	Michael Pasko	17	1		
Grade 3	Lisa Truesdale	17			
Total		34	1		
Grade 4	Ann DeMarco	19		1	
Grade 4	Amanda Golden	19			
Grade 4	Pamela Lizza	18			
Total		56		1	
Home School/PT		1			
School Total		221	2	1	
Roslund	Teacher	Total Students	Additional	Less	
Grade					
Kindergarten	Cheryl Drungell	17			
Kindergarten	Kinsey Lukasavage	17			
Kindergarten	Marie Vieczorek	16			
CSC (kdg)		1			
Total		51			
Grade 1	Kristin Kovalchick	17			
Grade 1	Dana McHugh	18			
Grade 1	Kammy Puza	18			
Total		53			
Grade 2	Katina Brown	25	1		
Grade 2	Ashley Napoli	25			
Total		50	1		
Grade 3	Kim Thomas	18			
Grade 3	Eliza Wells	20			
Grade 3	Suzanne Young	19			
Total		57			
Grade 4	Ann Henry	23			
Grade 4	Bill Parry	22			
Grade 4	Dan Walker	24			
Total		69-10-			
School Total		280	1		

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
November 22, 2016

The Tunkhannock Area School District Board of Directors met on the above date at the High School Auditorium. 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 7:32PM and then led the Pledge of Allegiance.

Mr. Farr announced that an Executive Session was held just prior to this meeting to discuss some personnel matters.

Public Comment on Agenda Items Only

None

Student Spotlight

Mr. Farr turned the floor over to Ms. Susan Allen who presented 2016 Veterans Day Essay Contest Winners sponsored by the Wyoming County Veterans Day Parade Committee:

Justin Seward	6 th -8 th Grade Category	1 st Place
Cooper Millington	4 th -5 th Grade Category	2 nd Place

Enrollments

Enrollments were provided for information.

Minutes

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

1. October 13, 2016 Public Work Session/Board Meeting as presented.
2. October 27, 2016 Public Work Session/Board Meeting as presented.

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
November 22, 2016

Superintendent's Report

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

1. Recommended that a resolution be adopted to 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. Recommended that a resolution be adopted to approve payrolls as presented:
 - a. District

October 7, 2016	\$813,831.31
October 25, 2016	\$817,048.33
 - b. Cafeteria

October 7, 2016	\$27,067.14
October 25, 2016	\$21,707.04
 - c. Title I

October 7, 2016	\$14,008.00
October 25, 2016	\$14,158.00
3. Recommended that a resolution be adopted to ratify wire transfers as presented.
4. Recommended that a resolution be adopted to ratify district bills as presented in the amount of \$804,384.66
5. Recommended that a resolution be adopted to approve bills as presented:
 - a. District - \$175,655.04
 - b. Cafeteria - \$122,146.61

Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
November 22, 2016

6. Recommend that a resolution be adopted to approve district financial reports as presented.

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

1. Recommended that a resolution be adopted to approve the resignation of Barbara Zielinski, Roslund cafeteria worker effective 11/4/16.
2. Recommended that a resolution be adopted to approve the resignation of Leigh Powell, Roslund cafeteria worker effective 11/23/16.
3. Recommended that a resolution be adopted to approve the resignation of Patrick Conaboy, Head Girls Track & Field Coach effectively immediately.
4. Recommended that a resolution be adopted to approve the leave of Summer Frisco, Mill City, Roslund, Middle School & High School ESL/Gifted Support teacher. (p73)
5. Recommended that a resolution be adopted to approve the appointment of Mary Jo Colangelo, Middle School Full Time Custodian. \$12.50/hour – 8 Hours/day – Twelve Months – Effective 12/1/16. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.
6. Recommended that a resolution be adopted to approve the appointment of Nora Goodwin, High School Full Time Custodian. \$12.50/hour – 8 Hours/day – Twelve Months – Effective 12/1/16. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.
7. Recommended that a resolution be adopted to approve the appointment of Sarah Rogan, teacher substitute for math tutoring. Compensation per Collective Bargaining Agreement. Appointment retroactive to 10/20/16. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.
8. Recommended that a resolution be adopted to approve volunteers as presented. Clearance status as listed. (see Exhibit A attached)
9. Recommended that a resolution be adopted to rescind the appointment of Jaime LaChase as Girls 7th Grade Basketball Coach for the 2016-17 school year.
10. 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. (see Exhibit B attached)
11. Recommended that a resolution be adopted to approve the appointment of Winter Sports Extra Pay positions as listed. All clearances and TB testing as required by district policy are on file in the Superintendent's Office.

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
November 22, 2016**

- a. Tom Johnson Score Board Operator Compensation - \$50.00/game
 - b. Tammie Ceccarelli Ticket Taker/Seller Compensation - \$50.00/game
 - c. Sherry Grow Ticket Taker/Seller Compensation - \$50.00/game
12. Recommended that resolution be adopted to approve conference attendance as listed:
- a. Robert Kuschke PA Business Education 11/18 Total Cost \$185.00
 Assoc. Annual Conference
 - b. Vince McClain MTSS Content & Instruction 2/15-16 Total Cost \$443.80
 K-12 Assessment Practices

Resolution # 4 : A motion was made by Mr. Parry and seconded by Mr. Weidner to approve the items from the Supplemental Agenda listed below. Voting: Motion carried unanimously (Mrs. Bennet abstained from item VI. Bus/Van Contracts)- see resolution number four in the minute book.

- I. Recommended that a resolution be adopted to approve the appointment of Jennifer Bach Mason as a district paraprofessional. \$14.00/hr – 7 hrs/day – Students Days – Start date to be determined pending receipt of clearances and TB testing.
- II. Recommended that a resolution be adopted to approve the appointment of Carly Talarico as a district paraprofessional. \$14.00/hr – 7 hrs/day – Student Days – Effective 12/1/16. All clearances and TB testing as required by district policy are on file in the Superintendent’s Office.
- III. Recommended that a resolution be adopted to approve the appointment of Meghan Smith as a district paraprofessional. \$14.00/hr – 7 hrs/day – Student Days – Start date to be determined pending receipt of clearances and TB testing.
- IV. Recommended that a resolution be adopted to approve the appointment of Jonathan Kulas as Boys Freshman Basketball Coach for the 2016-17 school year. Compensation - \$2,998.00. All clearances and TB testing as required by district policy are on file in the Superintendent’s Office.
- V. Recommended that a resolution be adopted to approve volunteers as presented (see Exhibit C attached). All clearances and TB testing as required by district policy are on file in the Superintendent’s Office.
- VI. Recommended that a resolution be adopted to approve Bus/Van Contract amounts as presented.

Committee Reports

None.

Unfinished Business

None

**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
November 22, 2016**

New Business

Mr. Farr announced that the TASD Visa Account statement was in the packet for information.

Resolution # 5 : A motion was made by Mr. Weidner and seconded by Mr. Swilley to approve the payment from the Capital Project fund for the “Application and Certification for Payment #2” to Tremco/Weatherproofing Technologies Inc. in the amount of \$23,792.75 for the Middle School Cafeteria Metal Roof. Voting: Motion carried unanimously - see resolution number five in the minute book.

Resolution # 6 : A motion was made by Mr. Parry and seconded by Mr. Weidner to appoint Attorney Joseph McAlee with legal firm of Sweet, Stevens, Katz and Williams LLP be engaged to handle the appeals of Martin & Beverly Mariano (Geisinger) and Millet Real Estate. Attorney McAlee will represent the involved taxing jurisdictions with attorney’s fees and costs on a pro rata basis, based on the millage. Voting: Motion carried unanimously - see resolution number six in the minute book.

Resolution # 7 : A motion was made by Mr. Swilley and seconded by Mr. Greenip to approve the overnight field trip to Washington D.C. for the Tunkhannock Area Middle School’s eighth grade. Voting: Motion carried unanimously - see resolution number seven in the minute book.

Feasibility Study Report

Mr. Farr turned the floor over to Ms. McPherson who provided a brief introduction and overview of the District’s Feasibility Study Report from KCBA Architects.

Ms. McPherson turned the floor over Michael Kelly, Principal of KCBA who provided an overview of KCBA and the project. Mr. Kelly then turned the floor over to Jaime Ober, KCBA Project Manager.

Ms. Ober walked through the slides and charts included in the Feasibility Study Report.

Public Comment

Public comments were made on the bus ride times, the class sizes, construction requirements, age of buildings, building capacities and operational savings estimates.

Ms. McPherson announced that there would be an additional meeting scheduled for December 1st. Then there will be the regularly scheduled Board meetings on December 8th and 15th. She said there would also be a meeting on December 22nd on this topic.

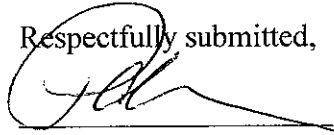
**Tunkhannock Area School District
Board Minutes – Public Work Session/Board Meeting
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A motion to adjourn was made at 9:39 pm by Mrs. Arnold and seconded by Mrs. Bennett.
Motion carried on all ayes.

ROLL CALL VOTE

<u>RESOLUTION #:</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Holly Arnold	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lori Bennett	Yes	Yes	Yes	Yes	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	Yes	Yes	Yes	Yes	Yes	Yes	Yes
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: A, B, C and Conflict of Interest Letter from Mr. Greenip & Mrs. Bennett

Volunteers - November 22, 2016

Volunteers	First	Activity or School	School Year	Clearanoses/TB Status
Last	Stacy	Mill City/Middle School	2016-17	Complete
Cordes	Patricia	Middle/High School	2016-17	Complete
Driscoll	Shannon	Roslund	2016-17	Complete
Golden	Maylene	Mill City/Middle School	2016-17	Complete
Gregory	Barbara	Athletics - Girls Basketball	2016-17	Complete
Grimaud	Heather	Athletics - Swimming	2016-17	Complete
Hoidredge	Marny	Roslund	2016-17	Complete
Hyde	Tom	Athletics - JH Wrestling	2016-17	Complete
Johnson	John	Roslund	2016-17	Complete
Keefe	Robert	Athletics - Basketball	2016-17	Pending TB/Act 24
Miller	Dayna	Middle/High School	2016-17	Complete
Nestor	Lynne	Evans Falls	2016-17	Complete
Romanuski	Courtney	Middle School	2016-17	Complete
Slacktish	Ben	Athletics	2016-17	Complete
Spencer	Melissa Barber	Middle School	2016-17	Complete
Waltz	Brittany	Athletics	2016-17	Complete
Wood	Amy	Mill City/Middle/High	2016-17	Complete
Yuhus	Carolyn	Roslund	2016-17	Complete
Zaleppa				

EXHIBIT A

November 22, 2016

ACTIVITY	SCHOOL YEAR	COMPENSATION	CLEARANCES/TB STATUS
EXTRA-CURRICULAR			
RESCIND APPOINTMENT			
LaChase, Jaime	2016-17		
EXTRA-CURRICULAR			
APPOINTMENTS			
Coolbaugh, Tammy (NEW)	2016-17	\$2,751.00	Complete
Davidson, Daniel	2016-17	\$3,750.00	Complete
Henning, Kim (NEW)	2016-17	\$2,751.00	Complete
Keiser, Craig	2016-17	\$2,751.00	Complete
LaChase, Jaime	2016-17	\$2,751.00	Complete
Lockard, Christopher (NEW)	2016-17	\$2,751.00	Complete
Stephens, Jeremy	2016-17	\$2,668.00	Complete

EX-HBIT B
18

Volunteers Supplemental - November 22, 2016

Last	First	Activity or School	School Year	Clearances/TB Status
Berkhimer	Theresa Lynn	Mill City/Middle School	2016-17	Complete
Finkler	William	Mehoopany/Middle School	2016-17	Complete
Pasko	Kimberly	Mill City	2016-17	Complete
Smith	Dale Anne	High School	2016-17	Complete
Tschantz	Eric	High School	2016-17	Complete
Villanueva	Nadia	Mill City	2016-17	Complete
Zalewski	Linda	Mill City	2016-17	Complete

**Conflict of Interest
Abstention Memorandum**

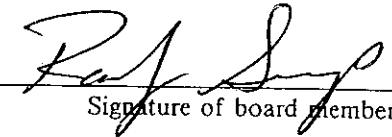
TO: Board Secretary, Tunkhannock School District
FROM: RANDY GREENIP board member
DATE: 11/22/16

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

Simplex Grinnel
Tyco Integrated Security

My conflict/reason for abstaining is as follows:

Business Relationship


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, TUNKHANNOK AREA School District
FROM: Lori Bennett board member
DATE: 11/22/16

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
Board Minutes – Special Purpose Meeting
December 1, 2016**

The Tunkhannock Area School District Board of Directors met on the above date at the High Cafeteria. 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 an Executive Session was held just prior to this meeting to discuss some personnel matters.

<i>Public Comment on Agenda Items Only</i>

None

<i>Board/Superintendent's Comments</i>

Mr. Farr turned the floor over to Ms. McPherson who provided a brief introduction and emphasized that the most important thing in this consolidation study is to focus on education, what is best for the kids and what a 21st century school district looks like.

Ms. McPherson stated that her expectations are 1) that people participate 2) that people think outside the box and 3) people are nice – no exceptions.

Ms. McPherson stated that although the focus must always be on education, a big piece of this is what we can save and drive back into education. Ms. McPherson went on to walk the Board and the public through an example of what savings could be generated by consolidating four elementary schools into two (see Exhibit A attached).

The Board discussed the various options of closing one, two or all three outlying buildings and the impacts each would have on the students and the community aside from the costs.

The consensus of the Board was to have the Administrative Team evaluate the closing of Mill City Elementary & Evans Falls Elementary in year one and Mehoopany Elementary in year two or later with a potential \$6 million renovation/expansion at Roslund Elementary and/or the High

Tunkhannock Area School District
Board Minutes – Special Purpose Meeting
December 1, 2016

School depending on grade re-alignment. Mr. Kelly from KCBA noted that the District would be saving money on closing the first two buildings while looking to make a capital investment before closing the third building. Mr. Burke noted that the District's debt service payments drop off to almost nothing after 2022-23.

Mr. Parry stated that a community impact study should be done at some point to determine the effect of closing since the buildings are being heavily used for local community activities.

The Board agreed that the option that should be advertised for public hearing is closing Mill City Elementary & Evans Falls Elementary next year and Mehoopany Elementary either next year or at some other point in the future.

Public Comment

Public comments were made on the bond subsidy losses, bus ride times, class sizes, test scores, operational savings estimates, enrollments, charter schools, renovation costs and the social impacts on the children and families in the community.

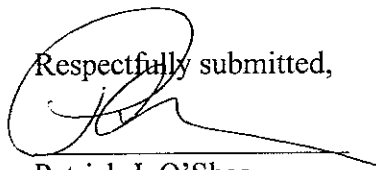
Ms. McPherson announced that there will be a Public Hearing scheduled for December 22nd on this topic followed by a 90-day period prior to vote. She also stated that the regularly scheduled Board meetings will be held on December 8th for Reorganization and the Work Session/Board Meeting on December 15th.

A motion to adjourn was made at 9:28 pm by Mrs. Arnold and seconded by Mr. Burke. Motion carried on all ayes.

ROLL CALL VOTE

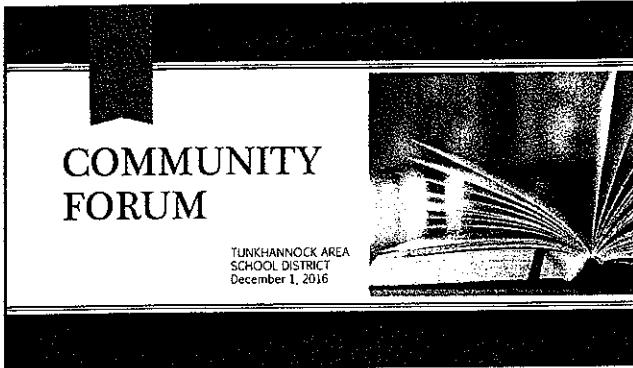
There were no resolutions made at this meeting.

Respectfully submitted,



Patrick J. O'Shea
Board Secretary

Attachments: A



- Our Focus:
- Educational Excellence
 - Support 21st Century
 - Educational Needs
 - Establish a Standard of Educational Equity and Educational Access across the District

- Our Expectations:
- Participate
 - Think Outside the Box
 - Be nice. No Exceptions.

- Our Analysis Model: **An EXAMPLE**
- The following pages represent a SAMPLE analysis
 - We can use this model in analyzing future scenarios
 - Staff Attrition, Subsidy Loss, Building Operating Costs, and Transportation

Sample Analysis: Close Mill City 2017-18
 Close Evans Falls 2018-19

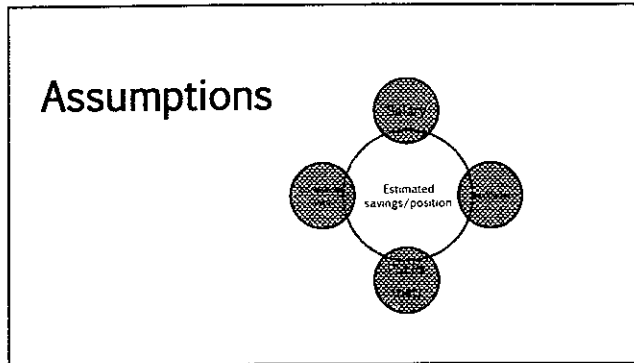
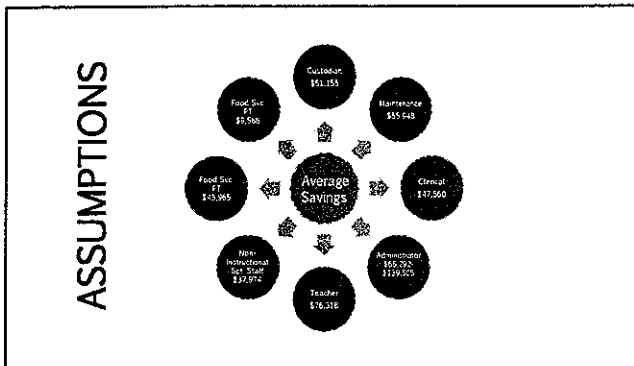


EXHIBIT A (pt of 3)
 -24-



Anticipated Retirements/Attrition

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Custodians	3	3			
Maintenance	0	1			
Clerical	1	1			
Non-Inst. Spt.	1	1			
Food Svc.-FT	1	1			
Food Svc.-PT	1	1			
Teacher	12	6			
Administrator	0	0			

Incremental Attrition Savings

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Custodians	\$153,465	\$153,465			
Maintenance	\$0	\$55,948			
Clerical	\$47,560	\$47,560			
Non-Inst. Spt.	\$37,974	\$37,974			
Food Svc.-FT	\$43,965	\$43,965			
Food Svc.-PT	\$9,586	\$9,586			
Teacher	\$152,636	\$487,908			
Administrator	0	0			

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Incremental Reduction	\$445,186	\$806,406	\$0	\$0	\$0
Total Expense Reduction	\$445,186	\$1,251,592	\$1,251,592	\$1,251,592	\$1,251,592
Cumulative Expense Savings	\$445,186	\$1,696,778	\$2,948,370	\$4,199,962	\$5,451,554

Attrition Expense Reduction & Estimated Bond Subsidy Loss

Attrition Expense Reduction

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Incremental Reduction	\$445,186	\$806,406	\$0	\$0	\$0
Annual Expense Reduction	\$445,186	\$1,251,592	\$1,251,592	\$1,251,592	\$1,251,592
Cumulative Expense Savings	\$445,186	\$1,696,778	\$2,948,370	\$4,199,962	\$5,451,554

Estimated Bond Subsidy Loss

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Mill City	(\$2,741)	(\$2,621)	(\$368,933)	(\$876,538)	(\$257,985)
Evans Falls	(\$24,436)	(\$24,373)	(\$411,315)		
Annual Loss in Bond Subsidies	(\$27,177)	(\$26,994)	(\$780,248)	(\$876,538)	(\$257,985)
Cumulative Loss in Bond Subsidies	(\$27,177)	(\$54,171)	(\$834,419)	(\$1,710,957)	(\$1,968,942)

Cumulative Project Net Savings/Loss for Attrition & Bond Subsidy Loss Only

	SY17-18	SY18-19	SY19-20	SY20-21	SY21-22
Cumulative Savings	\$445,186	\$1,696,778	\$2,948,370	\$4,199,962	\$5,451,554
Estimated Loss	(\$27,177)	(\$54,171)	(\$834,419)	(\$1,710,957)	(\$1,968,942)
Cumulative Project Net Savings/Attrition & Bond Subsidy	\$418,009	\$1,642,607	\$2,113,951	\$2,489,005	\$3,482,612

Transportation - Mill City Only

Bus #	Current Configuration		Adjusted for Closure		AM Time	PM Time
	Current Mileage	Current Cost	Adjusted Mileage	Adjusted Cost		
2	104		54		50	50
29	75		69		1:04	1:00
30	85.6		75		56	52
31	75.5		66		49	52
33	57.9		70		51	49
37	79.8		63		55	50
38	89.6		74		1:00	1:00
39	73.7		53		45	45
41	77.6		28		29	29
Totals	719.1	\$421,665	554	\$342,458		

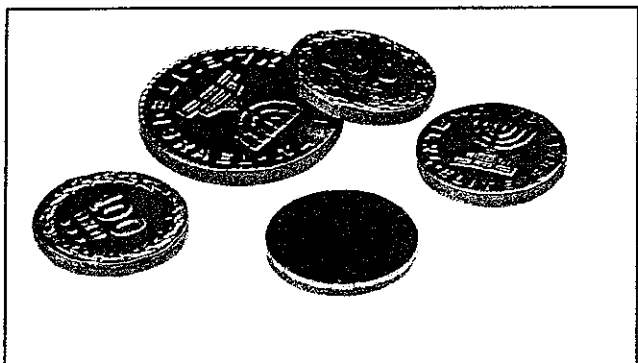
Potential Transportation Subsidy Loss (60%): \$47,500
 Potential Net Transportation Savings: \$31,667

EXHIBIT A (p2 of 3)

Bundling Operating Costs

	Mill City	Evans Falls	Mehoopany	Roslund
Operating Costs	\$151,112	\$172,736	\$163,145	\$215,438
Potential Savings				
Liquidate	\$151,112	\$172,736	\$163,145	\$215,438
Maintain Unused	\$118,331	\$136,939	\$129,732	\$168,109

	SY2017-18	SY2018-19	SY2019-20	SY2020-21	SY2021-22
		\$1,692,901	\$2,220,775	\$2,858,775	\$3,528,901
		\$1,750,000	\$2,250,000	\$2,875,000	\$3,593,750
		\$57,099	\$68,775	\$83,775	\$100,150
	\$600,788	\$2,180,901	\$3,007,759	\$3,738,328	\$5,087,450



Respect for ourselves guides
our morals, respect for others
guides our manners.

Laurence Sterne

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

Balance as of November 1, 2016			
Checking (aka Bonus II)	13,194.15		
MMA (aka General Fund)	3,049,673.31		
PSDLAF	53,148.11		
Payroll	21,782.87		
Tax Collector's Account	12,026,761.85		
Gas Lease Funds Account	2,597,977.47		
Pre-K Counts	131,208.12		
Chapter I (aka Title I)	257,872.12		
Title II	66,548.51		
Tunk. Area Petty Cash	<u>500.00</u>		
		18,218,666.51	
Receipts:			
Real Estate Taxes	1,563,400.66		
Per Capita	8,398.00		
Real Estate Transfer Taxes	11,816.10		
Del Real Est.	281,218.61		
Del. Real Est (Penalty/Int/Less Commision)	46,445.75		
Del Per Capita	669.66		
Earned Income Tax	314,948.90		
Payment in Lieu of Tax	-		
LS Tax	5,390.10		
Public Utility Realty	-		
Property Tax Relief	-		
Capital Reserve	-		
Interest	13,059.95		
Driver Ed.	-		
Gas Royalty	7,662.18		
Misc.	75,282.45		
Basic Ed.	-		
Special Ed.	262,945.00		
Vocational Ed.	-		
Pre K	39,808.34		
Career Tech	-		
Social Security	171,560.34		
Retirement	-		
Title I	-		
Title II	-		
IDEA	243,668.00		
Access	-		
Ready to Learn Grant	200,839.00		
Safe Schools Grant	-		
Section 1305 & 1306	-		
Supplemental Equip. Grant	4,197.00		
Medical Assist	-		
Medicade Assist Reimb.	14,958.43		
Transportation	-		
Rental/ Sinking Fund	833,563.97		
Cafeteria	153,830.01		
Cafeteria Reimb.	88,360.61		
Workers Comp Reimb .	2,202.02		
Social Security Reimb.	3,371.49		
Retirement Reimb.	13,114.71		
Health Ins. Reimb.	<u>53,112.94</u>		
		4,413,824.22	
Total Working Balance:			22,632,490.73
Expenses:			
Payrolls	998,377.62		
Pay Deductions*	661,643.64		
Bills	1,059,808.12		
Transportation	276,119.46		
Cafeteria	<u>153,830.01</u>		
		3,149,778.85	
Balance as of November 30, 2016			
Checking (aka Bonus II)	12,308.09		
MMA (aka General Fund)	2,687,093.91		
PSDLAF (PSMAX)	50,628.94		
Payroll	21,902.17		
Tax Collector's Account	13,607,383.08		
Gas Lease Funds Account	2,607,458.60		
Pre-K Counts	171,016.46		
Chapter I (aka Title I)	257,872.12		
Title II	66,548.51		
Tunk. Area Petty Cash	<u>500.00</u>		
			19,482,711.88
	- 27 -		

*Not Included in payroll deductions: \$32,957.54 (Qtrly payments and employee expenses)

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

Balance as of November 1, 2016

PSDMAX	53,148.11	
		53,148.11

Receipts:

Interest:	
PSDMAX	11.60

Total Working Balance		53,159.71
-----------------------	--	-----------

Disbursements:	2,530.77
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Transfers:

To PSDMAX	-
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Balance as of November 30, 2016

PSDMAX	50,628.94	
		\$ 50,628.94

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

Balance as of November 1, 2016

Payroll Account	43,034.84
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Receipts:

Transfer from MMA	998,377.62
Interest	119.30

998,496.92

Total Working Balance		1,041,531.76
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Disbursements:

Payroll	1,003,012.32
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Balance as of November 30, 2016		38,519.44
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Less Outstanding Checks	16,617.27
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Total General Ledger Balance		\$ 21,902.17
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**TUNKHANNOCK AREA SCHOOL DISTRICT
GENERAL FUND TREASURER'S REPORT
GAS LEASE FUNDS ACCOUNT**

Balance as of November 1, 2016

Checking	\$ 2,597,977.47
----------	-----------------

Receipts:

Interest	1,818.95
Lease Payment	-
Gas Royalties	<u>7,662.18</u>

Total Working Balance	2,607,458.60
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Disbursements:

-

Balance as of November 30, 2016

Checking	\$ 2,607,458.60
----------	-----------------

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

Balance as of November 1, 2016

Checking	\$ 10,875.38
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Receipts:

Interest	7.60
From MMA	<u> -</u>

Total Working Balance	10,882.98
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Disbursements:	-
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Balance as of November 30, 2016

Checking	\$ 10,882.98
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**TUNKHANNOCK AREA SCHOOL DISTRICT
CAPITAL PROJECTS FUND
CAPITAL RESERVE ACCOUNT**

November 30, 2016

BEGINNING BALANCE	11/1/2016	\$587,433.85
Deposits:	11/30/2016	\$0.00
Interest:	11/30/2016	\$297.71
Transfers Out	11/23/2016 (Middle School Metal Roof - "Application for Payment #2" to Tremco/Weatherproofing Technologies, Inc.)	-\$23,792.75
 BALANCE AS OF:	 11/30/2016	 <u>\$563,938.81</u>

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

ACCOUNT	BALANCE AS OF 11/30/16	INTEREST \$0.00	REVISED BALANCE
ERIC'S FUND	\$9.43	\$0.00	\$9.43
FRANCIS & MARIAN WRIGHT	\$6,424.50	\$0.00	\$6,424.50
JOSEPH DOHRER	\$15,349.80	\$0.00	\$15,349.80
STUDENT SCHOLARSHIP FUND	\$6,612.07	\$0.00	\$6,612.07
ALTENHAIN SCHOLARSHIP	\$19,101.52	\$0.00	\$19,101.52
DR. ROGER A. PLACE FUND	\$172.63	\$0.00	\$172.63
TERRY GARISON MEMORIAL FUND	\$0.00	\$0.00	\$0.00
DAMON YOUNG MEMORIAL	\$100.16	\$0.00	\$100.16
BALANCE	\$47,771.95	\$0.00	\$47,771.95

INTEREST APPLIED QUARTERLY

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

Balance as of November 1, 2016			
Checking	24,362.47		
Savings	196,738.69		
		221,101.16	
Receipts:			
Commonwealth of PA	153,830.01		
Lunch	34,824.20		
Breakfast	3,406.70		
Adult Sales	2,563.00		
A la Cart/Seconds	10,205.80		
Pre Paid AND CR CARD	704.35		
Interest	63.87		
Misc.	4,665.50		
Transfer from general fund	-		
		210,263.43	
Total Working Balance:			431,364.59
Expenses:			
Payrolls	48,774.18		
Health	18,225.27		
Bills	46,989.38		
Retirement/SS	9,081.78		
		123,070.61	
Balance as of November 30, 2016			
Checking	21,355.73		
Savings	286,938.25		
		308,293.98	308,293.98

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

Balance as of NOVEMBER 1, 2016			
Checking Account		\$	158,725.96
Receipts:			
Transfer from Savings	120,000.00		
Interest	<u>63.87</u>		
		120,063.87	
Total Working Balance			278,789.83
Disbursements:			
Checks (bank statement)	<u>256,972.10</u>		
Balance as of NOVEMBER 30, 2016			21,817.73
Less Outstanding Checks	<u>462.00</u>		
Total General Ledger Balance		\$	21,355.73

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

Balance as of NOVEMBER 1, 2016			
Savings Account			\$ 196,738.69
Receipts:			
Commonwealth of PA	153,830.01		
Cafeteria Credit Cards/Sales/Pre-paids	56,369.55		
Interest			
General Fund			
		210,199.56	
Total Working Balance			406,938.25
Disbursements:			
Transfer to Checking	120,000.00		
Balance as of NOVEMBER 30, 2016			286,938.25
Total General Ledger Balance			\$ 286,938.25

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

Balance as of November 1, 2016	\$ 257,872.12
Receipts:	-
Total Working Balance	257,872.12
Disbursements	-
Balance as of November 30, 2016	\$ 257,872.12

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

Balance as of November 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 November 30, 2016

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

BALANCE PER BANK	11/30/2016	\$23,851.11
OUTSTANDING CHECKS		(\$1,189.04)
ADJ/MAY 2016		\$0.00
CURRENT BANK BALANCE	11/30/2016	\$22,662.07
BALANCE PER BOOKS	11/1/2016	\$20,508.26
RECEIPTS		\$14,211.65
STOP PAYMENT		
INTEREST		\$16.81
DEBITS		(\$12,074.65)
DEBIT REVERSAL		\$0.00
CHARGE BACK		\$0.00
VOID CHECKS		\$0.00
DEPOSIT BANK NOT RECORDED		
CURRENT BOOK BALANCE	11/30/2016	\$22,662.07

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

BALANCE PER BANK	11/30/2016	\$152,049.58
OUTSTANDING CHECKS		(\$8,953.62)
CURRENT BANK BALANCE	11/30/2016	\$143,095.96
BALANCE PER BOOKS	11/1/2016	\$128,873.55
RECEIPTS		\$30,861.56
STOP PAYMENT		
INTEREST		\$95.43
DEBITS		(\$16,583.58)
CHARGE BACK		(\$151.00)
VOID		\$0.00
BANK ADJ		\$0.00
CURRENT BOOK BALANCE	11/30/2016	\$143,095.96

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

<u>ACCOUNT</u>	<u>BALANCE</u>
ART CLUB	\$ 830.10
ASTRONOMY	\$ 1,149.92
AUTOMOTIVE	\$ 26.95
CLASS 2016	\$ 2,418.30
CLASS 2017	\$ 18,913.03
CLASS 2018	\$ 10,250.42
CLASS 2019	\$ 4,458.16
CLASS 2020	\$ 11,467.86
COMPUTER	\$ 939.02
CO-OP/VICA	\$ 2,403.95
CYBER SCH COMP DEPT	\$ 650.00
DRAMA	\$ 18,731.00
ENVIROTHON	\$ 1,401.01
FAITH	\$ 266.17
FBLA	\$ 7,871.44
FFA	\$ 8,718.71
FHA	\$ 10,019.34
FIELD TRIP	\$ 263.38
GAY/STRAIGHT ALLIANCE	\$ -
GOURMET FOODS	\$ 1,090.13
GRADUATION NIGHT EV	\$ 805.39
GUIDANCE	\$ 2,668.73
IA/TECH ED	\$ 1,277.65
INTERACT CLUB	\$ 4,079.96
JOURNALISM	\$ 655.86
KEY CLUB	\$ 1,338.06
LANGUAGE CLUB	\$ 45.99
LS/LSS	\$ 9,877.99
NATL HONOR SOC	\$ 554.10
PHYSICS CLUB	\$ 507.48
POETRY	\$ 0.72
ROBOTICS	\$ 6,028.26
SKI CLUB	\$ 7,123.24
SKILL USA	\$ 218.62
STUDENT COUNCIL	\$ 3,096.73
SUNBEAMS	\$ 19.08
2016 YEARBOOK	\$ -
2017 YEARBOOK	\$ 2,929.21
TOTAL	\$ 143,095.96

Tunkhannock Area Sch. Dist.
COMMUNITY FUND
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 11/30/2016:			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 November 1, 2016

 Checking \$ 131,208.12

Receipts: 39,808.34

 Interest -

Total Working Balance 171,016.46

Disbursements: -

Balance as of November 30, 2016

 Checking \$ 171,016.46

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

Balance as of November 1, 2016		\$	659,483.79
Checking Account			
Receipts:			
Transfer from MMA	990,000.00		
Interest	216.30		
		990,216.30	
 Total Working Balance			 1,649,700.09
Disbursements:			
Checks	1,545,404.32		
 Balance as of November 30, 2016			 104,295.77
Less Outstanding Checks	91,987.68		
Total General Ledger Balance		\$	12,308.09

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

November 2016

Federal Tax Deposit	445,756.31
State Tax Deposit	51,453.58
PA-ACS-SLS	-
DeHey McAndrew	17,641.32
Early Retirement	-
Health Trust	360,369.59
PNC Charges	2,530.77
Neopost	2,000.00
PSERS	126,717.29
PSERS QTRLY Employer Share	-
PA UC FUND	-
Berkheimer- EIT	-
Berkheimer- LST	-
Unemployment	-
Wilmington Trust	-
	<hr/>
Total	\$ 1,006,468.86

Fund Accounting Check Summary

GENERAL FUND - From 11/17/2016 To 11/17/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043686	JEFF BENNETT	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	5,029.78
00043687	A. E. BROWN	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	18,334.55
00043688	BROWNS VAN SERVICE INC.	CONTRACTED CARRIERS.....		89,533.86
00043689	BURANICH BUSING, INC.	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	11,924.37
00043690	FORWARD TRANSPORTATION INC.	CONTRACTED CARRIERS.....		16,325.52
00043691	GARRISON BUS LINES LLC	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	18,566.82
00043692	ARDONNA GORDON	CONTRACTED CARRIERS.....		738.72
00043693	CHARLOTTE HADSALL	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	3,691.46
00043694	EDWARD R. HAWK	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	4,318.28
00043695	AGNES KUDRAKO	CONTRACTED CARRIERS.....		421.20
00043696	RICHARD MYERS	CONTRACTED CARRIERS.....		432.00
00043697	ROGER D. PURDY	CONTRACTED CARRIERS.....		9,129.32
00043698	MARCIE J ROSS	CONTRACTED CARRIERS.....		326.16
00043699	SCOTT J. SICKLER	CONTRACTED CARRIERS.....		8,216.74
00043700	SMARKUSKY BUSING	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	10,045.59
00043701	SMITH'S TRANSPORTATION LLC	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	3,952.14
00043702	RICHELLE STAPLETON	CONTRACTED CARRIERS.....		393.20
00043703	TRAVER TRANSPORTATION LLC	CONTRACTED CARRIERS.....	GENERAL SUPPLIES.....	4,324.27
00043704	WALTER'S TRANSPORT INC	CONTRACTED CARRIERS.....		70,415.48

10-GENERAL FUND	276,119.46
Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	276,119.46
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	276,119.46

Fund Accounting Check Summary

GENERAL FUND - FROM 11/10/2016 To 11/10/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043528	PENN EAST FEDERAL CREDIT UNION	Credit Union-PAYROLL 11/10/16.....		56,395.19

10-GENERAL FUND

Grand Total Manual Checks :	0.00
Grand Total Regular Checks :	56,395.19
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	56,395.19

Fund Accounting Check Summary

GENERAL FUND - From 11/23/2016 To 11/23/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043705	BOSTON MUTUAL LIFE INS. CO-G	Life Insurance-NOV 2016.....		576.50
00043706	DE HEY MC ANDREW	Flex Spend Acct-NOV 2016.....		8,607.16
00043707	PA SCDU	Wage Attachment- NOV 2016....		771.00
00043708	PENN EAST FEDERAL CREDIT UNION	Credit Union PAYROLL 11/23/16.....		56,501.19
00043709	PHEAA	Tuition-		198.26
00043710	TAEA- JASON KEOWN, TREAS	Teacher Dues-NOV 2016.....		17,776.34
00043711	TUNK. E.S.P.A.-LINDA KALE	Teacher Dues-NOV 2016.....		2,878.94
00043712	US DEPARTMENT OF EDUCATION	Wage Attachment- NOV 2016....		45.04
00043713	WASHINGTON NATIONAL INSURANCE	Cancer Ins-NOV 2016.....		4,053.94
00043714	WYOMING COUNTY UNITED WAY	Wyo Cty United Fund-NOV 2016.....		90.94

91,499.31

10-GENERAL FUND

Grand Total Manual Checks : 0.00
 Grand Total Regular Checks : 91,499.31
 Grand Total Direct Deposits: 0.00
 Grand Total Credit Card Payments: 0.00
 Grand Total All Checks : 91,499.31

Fund Accounting Check Summary

GENERAL FUND - From 11/01/2016 To 11/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043515	ACE-ROBBINS INC.	ROSLUND FUEL.....		179.99
00043516	TUNKHANNOCK AREA SCHOOL DRAMA DEPARTMENT	BROTHERS GRIMM TICKETS TIGRESS.....		60.00
00043517	GERALD STEFANOSKI	FOOTBALL OFFICIAL.....		56.00
00043518	CHARLES HANNON	FOOTBALL OFFICIAL.....		56.00
00043519	STEVEN GRZYMSKI	FOOTBALL OFFICIAL.....		56.00
00043520	DWAYNE POEPPERLING	FOOTBALL OFFICIAL.....		56.00
00043521	ID#3890467822	10/17-10/28/16 MILEAGE.....		191.20
00043522	PMEA- DISTRICT 9	BAND REGISTRATION FEE.....		168.00
00043523	NORTHEAST DIVERSIFIED SERVICES	DANCE/SWIM SECURITY.....		308.00
00043524	CHILD DEVELOPEMENT COUNCIL	OCTOBER.....		14,631.60
00043525	HANDS OF WYOMING COUNTY	OCTOBER.....		5,319.31
00043526	KELLY SERVICES, INC	SUBS.....		8,612.20
00043527	W.V.C. CROSS COUNTRY COACHES ASSOC	B & G CROSS COUNTRY HS ENTRY FEE.. B & G CROSS COUNTRY MD ENTRY FEE..		120.00
00046529	ROBERT GRUDZINSKI	STAMPS.....		123.50
00046531	BYRON ALLIS	CLEARANCES/ REQUIREMENTS FOR NY.....		2,748.53
00043532	KIRSTEN BAXTER	POSTAGE,CLEARNACES, JOB HUNTING....		126.75
00043533	RACHEL DANA	CHILD CARE, CLEARANCES.....		1,148.75
00043534	KATE FINNERTY KRISPIN	CLEARANCES.....		38.75
00043535	JACQUELINE LAYAOU	CLEARANCES.....		48.75
00043536	KATHLEEN MAIER	MILEAGE 2012-2013.....		10,737.16
00043537	WENDY MICKLE	CLEARANCES.....		50.27
00043538	FRANK PAGNOTTI	CLEARANCES.....		48.75
00043539	MARY FAATZ	CLEARANCES AND PRAXIS.....		326.75
00043540	JASON PROKOPCHAK	CLEARANCES/ PRAXIS REG/ TEST/STUDY		807.42
00043541	KIRSTEN RAYMOND	MILEAGE/TRAVEL.....		4,479.52
00043542	KIMBERLY THOMAS	CLEARANCES.....		52.15
00043543	GRETCHEN WYDEEN	CLEARANCES/TRANSCRIPT/TRAVEL.....		1,541.09
00043544	AMANDA YAROSLAWSKI	POOL PARTY REFUND.....		92.50
00043545	WYALUSING WRESTLING	WRESTLING ENTRY FEE.....		230.00
00043546	WYOMING VALLEY WEST HIGH	B & G SWIM ENTRY FEE.....		180.00
00043547	PENELEC	ELECTRIC.....		11,669.16
00043548	KELLY SERVICES, INC	SUBS WEEK ENDING 10/30.....		7,225.00
00043549	PUBLIC SCHOOL EMPLOYEES	EMPLOYER SHARE.....		1,002.04
00043550	ACE-ROBBINS INC.	FUEL.....		10,927.12
00043675	MEYERS WRESTLING CLUB	ENTRY FEE.....		250.00
00043676	TALLEY PETROLEUM ENTERPRISES	FUEL OIL.....		10,977.75

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

Fund Accounting Check Summary

GENERAL FUND - From 11/01/2016 To 11/30/2016

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00043677	KRISTY WALTER	BOOK REFUND.....		16.95
00043678	MARYWOOD UNIVERSITY NAFME COLLEGIATE	JUNIOR WIND BAND CELEBRATION FEE..		650.00
00043679	ID#3890467822	10/31-11/11/16 MILEAGE.....		152.96
00043680	NORTHEAST DIVERSIFIED SERVICES	SWIM SECURITY.....		224.00
00043681	P.I.A.A.	G GOLF GREENS FEE.....		25.00
00043682	PLAYSCRIPTS INC	BROTHERS GRIMM.....		352.77
00043683	KELLY SERVICES, INC	SUBS WEEK ENDING 11/6.....		7,041.18
00043684	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE.....		1,324.30
00043685	AT&T MOBILITY	PHONE.....		807.65
00043715	LUZERNE INTERMEDIATE UNIT	DECEMBER 16/17 SPECIAL ED CONTRACT	15/16 REFUND USED ON DEC LIU INV..	12,976.68
00043716	THOMAS CHIPEGO	SOCCER OFFICIAL.....		91.00
00043717	PEN TELE DATA	LINE CHARGES.....		1,239.30
00043718	SKILLS USA	MEMBERSHIP SKILLS USA.....		466.00
00043719	WALLENPAUPACK AREA SCHOOL DISTRICT	SKILLS USA CONTEST FEE.....		640.00
00043720	BOSTON MUTUAL LIFE INS.	DECEMBER DISABILITY.....		2,745.20
00043721	BOSTON MUTUAL LIFE INS.	DECEMBER LIFE INS.....		2,244.71
00043722	GEISINGER HEALTH PLAN	DECEMBER GEISINGER INS.....		195,580.87
00043723	FRONTIER C/O MITEL	PHONE.....		2,885.37
00043724	PENELEC	ELECTRIC.....		32,511.37
00043725	KELLY SERVICES, INC	SUBS WEEK ENDING 11/13/16.....		6,647.00
00043726	U.G.I. CORPORATION	ELECTRIC.....		2,865.63
00043727	TREMCO WEATHERPROOFING	MIDDLE SCHOOL ROOF.....		23,792.75
00043728	ID#3890467822	11/14-11/22 MILEAGE.....		114.72
00043729	GEORGE BROWN	DOUBLE PAYMENT FOR 2016 RE TAXES..		1,391.94
10-GENERAL FUND				391,433.36

Grand Total Manual Checks :	391,433.36
Grand Total Regular Checks :	0.00
Grand Total Direct Deposits:	0.00
Grand Total Credit Card Payments:	0.00
Grand Total All Checks :	391,433.36

