

**WEST CHESTER AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

Monday, December 16, 2019

7:00 pm

Spellman Education Center

**AGENDA**

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- I. Call to Order  
    Salute to the Flag ..... Mr. McCune
- II. Roll Call ..... Ms. Cherashore
- III. Minutes of the November 25, 2019 Monthly School Board Meeting  
    and December 2, 2019 Annual Organization Meeting ..... Mr. McCune
- IV. Approval of the December 16, 2019 School Board Meeting Agenda..... Mr. McCune
- V. Superintendent’s Report..... Dr. Scanlon
- VI. Public Comments on Agenda Items (Sign-in Required) ..... Ms. Cherashore
- VII. Personnel Recommendations..... Dr. Ulmer
- VIII. Approval of Consent Agenda..... Mr. McCune
- IX. School Board Reports

**Committee Reports**

- A. *Education*..... Mrs. Tiernan
  - \* 1. Approval of the following Study/Excursion trip(s):
    - Rustin HS Science Olympiad – Houston, TX – Thur-Sun 11/7-11/10/2019
    - Rustin HS Ice Hockey – Jamestown, NY – Fri-Sun 12/6-12/8/2019
    - East HS – Competitive Cheer Team – Garden City, NY – Sat-Sun 12/7-12/8/2019
    - East HS Wrestling – Chambersburg, PA – Fri-Sat 12/27-12/28/2019
    - East HS Boys Varsity Basketball – State College, PA – Fri-Sat 12/6-12/7/2019
    - Henderson HS Model UN – Baltimore, MD – Thurs-Sun 2/6-2/9/2020
    - East HS Indoor Track – New Haven, CT – Fri-Sat 1/10-1/11/2020
  - \* 2. Approval of the following Activity Account(s):
    - Peirce MS Cross Country
    - Peirce MS FBLA (Future Business Leaders of America)
    - Peirce Paw Pals
  - \* 3. Approval of New Administrative Guideline 217AG1 - Application for Diploma for Eligible Veterans, Second Reading
  - \* 4. Approval of Revised Policy 217 – Graduation Requirements, Second Reading
- B. *Pupil Services* ..... Ms. Chester

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\*Consent Agenda Items

C. *Personnel*.....Dr. Herrmann

- 1. Approval of contract of employment for John T. Scully, Director of Business Affairs for the period beginning July 1, 2020 to June 30, 2026

D. *Property and Finance*.....Mr. Bevilacqua

- \* 1. Approval of Revised Board Policy 705 – Safety, Second Reading
- \* 2. Approval of Revised Board Policy 709 – Building Security, Second Reading
- \* 3. Approval of Revised Board Policy 805 – Emergency Preparedness, Second Reading
- \* 4. Approval of Revised Board Policy 805.1 – Relations with Law Enforcement Agencies, Second Reading
- \* 5. Approval of New Board Policy 805.2 – School Security Personnel, Second Reading
- \* 6. Approval of Updated 2019-20 Transportation Schedules
- 7. Approval of ACT 1 Resolution to Publicize the District’s Intent to Obtain PDE’s Approval of Exceptions for the 2020-2021 Budget
- 8. Approval of ACT 1 Resolution to Acknowledge Release of 2020-21 Preliminary Budget & to Advertise District’s Intent to Adopt the 2020-2021 Budget at Least 10 Days Prior to Adoption
- 9. Approval of ACT 1 Resolution for Inflation Index Budget Limit
- 10. Approval of Capital Reserve Projects

**Other Reports**

- A. Intermediate Unit..... Mrs. Tiernan
- B. PSBA Report.....Dr. Herrmann
- C. Legislative Liaison.....Dr. Shaw

X. Other Business

- \* 1. Approval of School Board Treasurer’s Report and Statement of Disbursements Summary Schedule for the Period of November 1, 2019 to November 30, 2019
- \* 2. Approval of the November 30, 2019 Financial Report
- 3. Approval of Agreement of Sale, 402 N. Penn Street, West Chester PA
- 4. Approval of Broadus Davis, LLC for consulting services at Peirce Middle School at the daily rate of \$575 beginning on Friday, January 3, 2020.

XI. Comments from Residents

XII. Adjournment



\*Consent Agenda Items

WEST CHESTER AREA SCHOOL BOARD—**Meeting of November 25, 2019**

Documents previously distributed to Board Members are not recopied or submitted with this draft. Minutes of this meeting, in compliance with Section 518 of the School Laws of Pennsylvania and after approval by the School Board Members will be transcribed into the permanent minute book together with reports indicated (copy in). Routine reports and lengthy multi-page documents made a part of the minutes of this meeting are filed separately for permanent record.

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The West Chester Area School Board met at 7:01 p.m. in the Spellman Education Center, 782 Springdale Dr. Exton, PA. Mr. McCune, Board President, called the meeting to order and Alexa Rogers and Nishant Dube of Fugett Middle School led the public in the Pledge of Allegiance.

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**Roll Call**

**Members Present:** Mr. Bevilacqua, Ms. Chester, Mr. Gallen, Dr. Herrmann, Mr. McCune, Dr. Shaw, Mr. Spackman, Mr. Tabakin, Mrs. Tiernan. Student Representatives: Samantha McHugh for Amber Hawkins, East High School; Vijay Anne, Henderson High School; Brent Long, Rustin High School.

**Members Absent:**

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**Approval of the October 28, 2019 Monthly School Board Meeting and November 7, 2019 Special School Board Meeting Board Minutes**

**BOARD ACTION:** It was moved by Dr. Shaw and seconded by Ms. Chester to approve the minutes of the October 28, 2019 Monthly School Board Meeting and the November 7, 2019 Special School Board Meeting.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

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***Mr. McCune announced that the Board met in Executive Session on Thursday, November 7, 2019 regarding a student matter and this evening, Monday, November 25, 2019 regarding a personnel matter.***

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**Approval of the November 25, 2019 Meeting Agenda**

**BOARD ACTION:** It was moved by Mr. Gallen and seconded by Dr. Herrmann to approve the November 25, 2019 meeting agenda.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

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**Public Comments on Agenda Items**

There were no public comments on agenda items.

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**Approval of Personnel Recommendations—Dr. Ulmer (Copy In)**

**BOARD ACTION:** It was moved by Dr. Shaw and seconded by Ms. Chester to approve the Personnel Recommendations as presented.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

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**Approval of Consent Agenda**

**BOARD ACTION:** It was moved by Mr. Gallen and seconded by Dr. Herrmann to approve the following Consent Agenda Items:

Education

1. Approval of the following Study/Excursion trip(s):
    - East HS Golf – York, PA – Sun-Tues 10/20/19-10/22/19
    - East HS Girls Cross Country – Hershey, PA – Fri-Sat 11/1-11/2/19
    - East HS Boys Cross Country – Hershey, PA – Fri-Sat 11/1-11/2/19
    - Henderson HS Boys/Girls Cross Country – Hershey, PA – Fri-Sat 11/1-11/2/19
    - Henderson HS Girls Basketball – Washington, DC – Fri-Sat 12/13-12/14/19
    - Rustin HS Military History/Holocaust – London, Normandy, Versailles, Paris – Mon-Wed 6/21-6/30/21
  2. Approval to Establish the following Activity Account(s):
    - Rustin HS Cross Fit
    - Henderson HS Jewish Student Union (JSU)
  3. Approval to Terminate the following Activity Account(s):
    - East HS Team Red Cross
  4. Approval of 2020-2021 School Calendar, Second Reading
  5. Approval of New Unified Art Elective Course Proposal – Innovative Coding
  6. Approval of New Unified Art Elective Course Proposal – Junior Entrepreneur
  7. Approval of New Unified Art Elective Course Proposal – Guitar
  8. Approval of New Administrative Guideline 217AG1 - Application for Diploma for Eligible Veterans, First Reading
  9. Approval of Revised Policy 217 – Graduation Requirements, First Reading
- Pupil Services
1. Approval of one (1) Special Education Settlement Agreement
  2. Approval of the Future Readiness Course Proposal
- Personnel

1. Approval of revised Board Policy 333-Professional Development, Second Reading
- Property & Finance
1. Approval of Revised Board Policy 705 – Safety, First Reading
  2. Approval of Revised Board Policy 709 – Building Security, First Reading
  3. Approval of Revised Board Policy 805 – Emergency Preparedness, First Reading
  4. Approval of Revised Board Policy 805.1 – Relations with Law Enforcement Agencies, First Reading
  5. Approval of New Board Policy 805.2 – School Security Personnel, First Reading

**Other Reports**

Other Business

1. Approval of School Board Treasurer’s Report and Statement of Disbursements Summary Schedule for the Period of October 1, 2019 to October 31, 2019:

WEST CHESTER AREA SCHOOL DISTRICT  
 NOVEMBER 25, 2019  
 STATEMENT OF DISBURSEMENTS SUMMARY  
 FOR THE PERIOD OCTOBER 1, 2019 - OCTOBER 31, 2019

|                                                                         |               |               |
|-------------------------------------------------------------------------|---------------|---------------|
| GENERAL FUND DISBURSEMENTS                                              |               | 18,490,897.66 |
| includes Technology,<br>Federal Programs and any Special<br>State Funds |               |               |
| BILLS PAID                                                              | 18,490,897.66 |               |
| INVESTMENTS                                                             |               | 0.00          |
| <br>                                                                    |               |               |
| CAPITAL RESERVE FUND                                                    |               | 367,508.39    |
| <br>                                                                    |               |               |
| CAPITAL PROJECTS FUND                                                   |               | 1,058,151.49  |
| <br>                                                                    |               |               |
| SPECIAL REVENUE - Athletics                                             |               | 846.10        |
| <br>                                                                    |               |               |
| TRUST FUNDS                                                             |               | 2,709.29      |
| <br>                                                                    |               |               |
| CAFETERIA                                                               |               | 366,088.43    |
| <br>                                                                    |               |               |
| STUDENT ACTIVITY FUND DISBURSEMENTS                                     |               | 48,903.10     |

TRUST AND AGENCY FUND DISBURSEMENTS

31,106.65

TOTAL DISBURSEMENTS

20,366,211.11

NOTE: A copy of the details of the above disbursements is available for review from the Board Secretary.

- 2. Approval of the October 31, 2019 Financial Report

**On roll call vote to approve the above Consent Agenda Items, all members present voted “aye.” Motion carried 9-0.**

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**Committee Reports**

**Personnel Committee—Dr. Shaw**

**Approval for the contract of employment for Robert Sokolowski, Assistant Superintendent for the period beginning July 1, 2020 to June 30, 2025**

**BOARD ACTION:** It was moved by Dr. Shaw and seconded by Mr. Tabakin to approve the contract of employment for Robert Sokolowski, Assistant Superintendent for the period beginning July 1, 2020 to June 30, 2025.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

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**Property and Finance Committee—Mr. Bevilacqua**

**Approval of Amendment to the 20-year Capital Plan**

**BOARD ACTION:** It was moved by Mr. Bevilacqua and seconded by Mr. Gallen to approve the Amendment to the 20-year Capital Plan as follows:  
Eliminate the two-classroom addition at Penn Wood Elementary School and increase the classroom addition at Westtown-Thornbury Elementary School from two (2) to six (six) classrooms for an overall budget increase of \$500,000.

**On roll call vote, all members present voted “aye.” Motion carried 9-0.**

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**Comments from Residents**

There were no comment from residents.

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Mr. McCune read the following quotes,

“We must find time to stop and thank the people who make a difference in our lives.” ~John F. Kennedy

“Be thankful for what you have; you'll end up having more. If you concentrate on what you don't have, you will never, ever have enough.” ~Oprah Winfrey

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**Adjournment:**

**BOARD ACTION:** On motion by Mr. Tabakin seconded by Mr. Gallen, the Board, on voice vote, agreed to adjourn at 8:01 p.m.

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Board Secretary

**WEST CHESTER AREA SCHOOL BOARD – ORGANIZATION MEETING –  
December 2, 2019**

The West Chester Area School Board met for its annual Organization Meeting on Monday, December 2, 2019 in the Spellman Education Center, 782 Springdale Dr. Exton, PA. Ms. Cherashore, Board Secretary, called the meeting to order at 7:00 p.m. and led in the Salute to the Flag of the United States of America.

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**ROLL CALL**

**Members Present:** Ms. Chester, Mr. Gallen, Mr. McCune, Mr. Spackman

**Members Absent:**

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*There were no Public Comments on agenda items.*

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**Nomination of Temporary President**

Ms. Cherashore, Board Secretary, opened the floor for nomination for Temporary President for the purpose of electing a Board President for the coming year. Mr. Spackman nominated Mr. McCune for Temporary President, seconded by Mr. Gallen. There were no other nominations for Temporary President. On roll call vote to close nominations, all members present voted “aye.” Motion carried 4-0.

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**Election of Temporary President**

Ms. Chester made a motion for Mr. McCune to serve as Temporary President, seconded by Mr. Gallen. On roll call vote, all members present voted “aye.” Motion carried 4-0.

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**Reading of Certificates of Election**

Ms. Cherashore, Board Secretary, read the Certificates of Election for the following:

- Mr. Gary Bevilacqua (4 yr. term to expire 2023)
- Mr. Daryl Durnell (4 yr. term to expire 2023)
- Dr. Karen Herrmann (4 yr. term to expire 2023)
- Dr. Kate Shaw (4 yr. term to expire 2023)
- Mrs. Sue Tiernan (4 yr. term to expire 2023)

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**Administration of Oath of Office**

Ms. Carol DeLuca, Notary Public, administered the Oath of Office to Mr. Bevilacqua, Mr. Durnell, Dr. Herrmann, Dr. Shaw, and Mrs. Tiernan.



The new board members took their seats with the held-over board members.

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**Nomination of Board President for One Year**

Mr. McCune, Temporary President, opened the floor for nominations for Board President to serve for one year until the Organization Meeting, December 2020. Dr. Herrmann made a motion to nominate Mr. McCune, seconded by Mr. Gallen. There were no other nominations for President. On roll call vote to close nominations, all members present voted "aye." Motion carried 9-0.

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**Election of Board President**

Dr. Shaw made a motion for Mr. McCune to serve as Board President, seconded by Mr. Durnell. On roll call vote to approve Mr. McCune as President for the coming year, all members present voted "aye." Motion carried 9-0.

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**Nomination of Vice President for One Year**

Mr. McCune opened the floor for nominations for Vice President to serve for one year until the Organization Meeting, December 2020. Ms. Chester nominated Mrs. Tiernan seconded by Mr. Gallen. There were no other nominations for Vice President. Mr. Bevilacqua made a motion to close the nominations, seconded by Mr. Durnell. On roll call vote to close nominations, all members present voted "aye." Motion carried 9-0.

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**Election of Board Vice President**

Ms. Chester made a motion for Mrs. Tiernan to serve as Board Vice President, seconded by Mr. Bevilacqua. On roll call vote to approve Mrs. Tiernan as Vice President for the coming year, all members present voted "aye." Motion carried 9-0.

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**Appointment of Solicitor**

It was moved by Mr. Gallen and seconded by Ms. Chester that the firm of Unruh, Turner, Burke & Frees be retained as solicitor to the West Chester Area School District at a rate of \$180/\$165 per hour, based on the experience of the lawyers, until the next Organization Meeting of the Board in December 2020. On roll call vote, all members present voted "aye." Motion carried 9-0.

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**Announcement of Regular Board Meetings - 2020**

Mr. McCune announced the following board meeting dates for 2020

**2020 SCHOOL BOARD MEETINGS**

7:00 p.m.

JANUARY 27, 2020  
FEBRUARY 24, 2020  
MARCH 23, 2020  
APRIL 27, 2020  
MAY 27, 2020 (Wednesday)  
JUNE 22, 2020  
JULY 27, 2020  
AUGUST 24, 2020  
SEPTEMBER 28, 2020  
OCTOBER 26, 2020  
NOVEMBER 23, 2020  
DECEMBER 7, 2020  
(Annual Organization Meeting)

***Special meetings are advertised in accordance with Pennsylvania law. Persons with a disability, who wish to attend these meetings and require an auxiliary aid or service to participate in the meeting, should contact Ms. Cherashore, Board Secretary, at 484-266-1018.***

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**Re-adoption of School Board Policies, Rules & Regulations**

It was moved by Mr. Bevilacqua and seconded by Mr. Spackman that the School Board Policies, Rules and Regulations presently in effect be re-adopted until the next Organization Meeting of the board in December 2020. On roll call vote, all members present voted "aye." Motion carried 9-0.

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**Adoption of Standing Committees**

It was moved by Mr. Gallen and seconded by Ms. Chester that the Board adopt the following "Standing Committees": Education, Pupil Services, Property & Finance and Personnel. On roll call vote, all members present voted "aye." Motion carried 9-0.

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**Appointment of Board Committees**

Mr. McCune announced the following appointments to the committees:

**Education Committee**

Mrs. Tiernan, Chair  
Ms. Chester  
Mr. Durnell  
Dr. Shaw

**Pupil Services Committee**

Ms. Chester, Chair  
Mr. Durnell

Dr. Shaw  
Mrs. Tiernan

**Property & Finance Committee**

Mr. Bevilacqua, Chair  
Mr. Gallen  
Dr. Herrmann  
Mr. Spackman

**Personnel Committee**

Dr. Herrmann, Chair  
Mr. Bevilacqua  
Mr. Gallen  
Mr. Spackman

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**Other Business**

There was no other business to be conducted.

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**Public Comments**

There were no comments from residents.

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Mr. McCune read the following quote, "You may have heard of Black Friday and Cyber Monday. There's another day you might want to know about: Giving Tuesday. The idea is pretty straightforward. On the Tuesday after Thanksgiving, shoppers take a break from their gift-buying and donate what they can to charity." ~Bill Gates

**Adjournment:** On motion by Mr. Gallen and seconded by Ms. Chester, the Board, on voice vote, agreed to adjourn at 7:17 p.m.

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Board Secretary

Recommendations

Supplement to the Agenda – December 16, 2019 – pg. 1

I.	Removal from Payroll
a.	Resignations - None
b.	Retirements
1.	Jennifer Householder, 1.0 Grade 2 Teacher at East Bradford ES effective the last day of the 2019-2020 school year. 21 Years of Service.
2.	Adriana Park, 1.0 Music Teacher at East Bradford ES effective the last day of the 2019-2020 school year. 26 Years of Service.

II.	Additions to Payroll	
a.	Professional Staff: Contract	
1.	Laura Ebert	
	Placement	1.0 Autistic Support Teacher at Exton ES, Temporary Professional Employee (Non-Tenured), effective TBD, Level 1, Step 3, \$50,000
	Education	Bachelor of Science from West Chester University 2014-2018
	Experience	Autistic Support Long Term Substitute at Norristown Area School District 4/2019 – current, Autistic Support Teacher at Devereux CIDDS 12/2018 – 4/2019, Multiple Disabilities Teacher during ESY at Chester County Intermediate Unite 6/2018 – 7/2018
	Certification	Instructional I, Grades PK-4, Special Education PK-8, Endorsement Autism PK-12
b.	Professional Staff: Long Term Substitute - None	
c.	Administrative Staff: Contract - None	
d.	Support Staff: Non Bargaining - None	
e.	Support Staff: Contract - None	
f.	Support Staff: Substitute - None	

III.	Personnel Events					
a.	Status Change					
	<b>Name</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>	<b>Salary</b>
1.	Emily Elliott	Professional	1.0 School Psychologist at Glen Acres ES	.8 School Psychologist at Glen Acres ES	12/12/19	\$50,880

Recommendations

Supplement to the Agenda – December 16, 2019 – pg. 2

	<b>Name</b>	<b>Type</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>	<b>Salary</b>
2.	Jennifer Fitzgibbon	Professional	1.0 Staff Nurse Floater	.8 Certified School Nurse LTS at .8 Hillsdale ES/District (during C. Dugan's Leave of Absence)/.2 Staff Nurse	12/2/19	\$36,800 LTS
3.	Zakiyus Hardy	Custodian	.5 Part-time Custodian at Starkweather ES	1.0 2 <sup>nd</sup> Shift Custodian at Penn Wood ES	11/26/19	\$17.90
4.	Mary Ann Tomlinson	Professional	1.0 Secretary to Assistant Principals at East HS	1.0 FCS LTS at Stetson MS for Ms. Linn's leave of absence	12/9/19	\$46,000

b.	Transfer - None
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IV.	Personnel Leave
a.	Sabbatical Leave - None
b.	Unpaid Leave - None

V.	Additional Information
1.	Anastasia Coni's transfer will be effective 1/2/20.
2.	Jillian Dannehower's start date was 12/2/19.
3.	Laura Ebert's start date will be 1/6/20.
4.	Shae Fisher's start date was 12/3/19.
5.	Kathleen Payne is retiring from WCASD effective 12/20/19 with 17 years of service.
6.	The District withdrew our offer of employment to Sandra Rubio due to clearance issues.
7.	Josiah Shoemaker will start at Level 3 (B+24), Step 4, \$52,900, and his start date will be TBD.
8.	In accordance with the PA State Auditors recommendation, the following list of drivers, employed by our transportation contractors Krapf's and On the Go Kids, require School Board approval. The credentials and security clearances for each of these drivers has been verified to be in compliance with our transportation carrier contracts and have been vetted through the WCASD Transportation Office (see list).

**KRAPF'S**

<b>Bus #</b>	<b>First Name</b>	<b>Last Name</b>	<b>Driver</b>
38	Akira	Kitchener	Driver

**ON THE GO KIDS**

<b>Bus #</b>	<b>First Name</b>	<b>Last Name</b>	<b>Drivers/Aides</b>
207	Deborah	Armour	Aide
222	Shardae	Dunn-Hogue	Aide
239	Brooke	Hamilton	Aide
225	Felicia	Jones	Aide

<b>VI. Supplemental Contracts</b>							
Last Name	First Name	Location	Season	Step	% of Contract	Total Contract	Position Title
<b>Additions: '19-'20</b>							
Byrd	James	RHS	Annual	5	50.00%	\$857.25	Science Olympiad
Dick	Ashley	FMS	Spring	1	100.00%	\$2,156.00	Asst. Softball Coach
Giordano	Benjamin	FMS	Winter	1	50.00%	\$1,232.00	Head Boys Basketball Coach
Giuliano	Robbi	FMS	Spring	1	100.00%	\$2,772.00	Head Softball Coach
Knight	Ryan	EHS	Spring	1	100.00%	\$3,696.00	Asst. Track Coach
Suarez	Jaime	RHS	Annual	5	20.00%	\$342.90	Science Olympiad
Swiggett	Julian	EHS	Annual	3	100.00%	\$3,240.00	Spring Drama
Whitton	Tanna	RHS	Annual	2	30.00%	\$425.25	Science Olympiad
<b>Removals: None</b>							
<b>Adjustments:</b>							
Lindsay	Charles	FMS	Winter	4	100.00%	\$2,944.00	Asst. Wrestling Coach
Shelton	Latrell	RHS	Winter	3	29.00%	\$1,315.44	Asst. Boys Basketball Coach
Swiggett	Julian	FMS	Spring	3	100.00%	\$2,916.00	Head Baseball Coach
Washington	Reginald	FMS	Winter	7	50.00%	\$1,724.00	Head Boys Basketball Coach

Recommendations

Supplement to the Agenda –ADDENDUM – 2019.12.16 p.1

I. Removals from Payroll

- a. Resignations - None
- b. Retirements - None

II. Additions to Payroll

- a. Professional Staff: Contract - None
- b. Professional Staff: Long Term Substitute - None
- c. Administrative Staff: Contract - None
- d. Support Staff: Contract

1.	Vincent Belnome	
	Placement	1.0 Grounds Mechanic #3 at the Warehouse, 8 hrs./day, 5 days/week, 260 days/year, effective 12/30/19, Group 3, Step 4, \$25.12.

- e. Support Staff: Substitute - None

III. Personnel Events

- a. Status Change - None
- b. Transfer - None

IV. Personnel Leave

- a. Sabbatical Leave - None
- b. Unpaid Leave - None

V. Additional Information

9.	Broadus Davis will serve as interim Assistant Principal at Peirce MS during Dr. Maxwell's leave of absence. Mr. Davis will have a daily rate of \$575 to Broadus Davis, LLC for consulting services. Effective date will be 1/3/20.

- VI. Supplemental Contracts - None

**WEST CHESTER AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

Monday, December 16, 2019

7:00 PM

Spellman Education Center

**CONSENT AGENDA**

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I recommend the Board approve the following consent agenda items:

VII. School Board Reports

**Committee Reports**

Education

1. Approval of the following Study / Excursion trip(s):
  - Rustin HS Science Olympiad – Houston, TX – Thur-Sun 11/7-11/10/2019
  - Rustin HS Ice Hockey – Jamestown, NY – Fri-Sun 12/6-12/8/2019
  - East HS – Competitive Cheer Team – Garden City, NY – Sat-Sun 12/7-12/8/2019
  - East HS Wrestling – Chambersburg, PA – Fri-Sat 12/27-12/28/2019
  - East HS Boys Varsity Basketball – State College, PA – Fri-Sat 12/6-12/7/2019
  - Henderson HS Model UN – Baltimore, MD – Thurs-Sun 2/6-2/9/2020
  - East HS Indoor Track – New Haven, CT – Fri-Sat 1/10-1/11/2020
2. Approval of the following Study/Excursion trip(s):
  - Peirce MS Cross Country
  - Peirce MS FBLA (Future Business Leaders of America)
  - Peirce Paw Pals
3. Approval of New Administrative Guideline 217AG1 - Application for Diploma for Eligible Veterans, Second Reading
4. Approval of Revised Policy 217 – Graduation Requirements, Second Reading

Pupil Services

Personnel

Property & Finance

1. Approval of Revised Board Policy 705 – Safety, Second Reading
2. Approval of Revised Board Policy 709 – Building Security, Second Reading
3. Approval of Revised Board Policy 805 – Emergency Preparedness, Second Reading
4. Approval of Revised Board Policy 805.1 – Relations with Law Enforcement Agencies, Second Reading
5. Approval of Revised Board Policy 805.2 – School Security Personnel, Second Reading
6. Approval of Updated 2019-20 Transportation Schedules

**Other Reports**

Other Business



1. Approval of School Board Treasurer’s Report and Statement of Disbursements Summary Schedule for the Period of November 1, 2019 to November 30, 2019
2. Approval of the November 30, 2019 Financial Report

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Discussion:

Action:                      Motion: \_\_\_\_\_

Vote:      Yes: \_\_\_\_ No: \_\_\_\_

**Background**

These action items are either routine or high consensus items and may not require discussion by the Board. If any Board member wishes to discuss any action item, the Board President will move it from the consent agenda to its appropriate place on the regular agenda.

Responsible Staff: Dr. Scanlon



December 16, 2019

## Action Items

### Approval of the following Study/Excursion Trip(s)

*Approval is requested of the following Study/Excursion Trip(s):*

- Rustin HS Science Olympiad – Houston, TX – Thur-Sun 11/7-11/10/2019
- Rustin HS Ice Hockey – Jamestown, NY – Fri-Sun 12/6-12/8/2019
- East HS – Competitive Cheer Team – Garden City, NY – Sat-Sun 12/7-12/8/2019
- East HS Wrestling – Chambersburg, PA – Fri-Sat 12/27-12/28/2019
- East HS Boys Varsity Basketball – State College, PA – Fri-Sat 12/6-12/7/2019
- Henderson HS Model UN – Baltimore, MD – Thurs-Sun 2/6-2/9/2020
- East HS Indoor Track – New Haven, CT – Fri-Sat 1/10-1/11/2020

*I so move.*

### Approval to Establish the following Activity Account(s)

*Approval is requested to establish the following Activity Account(s):*

- Peirce MS Cross Country
- Peirce MS FBLA (Future Business Leaders of America)
- Peirce Paw Pals

*I so move.*

### Approval of New Administrative Guideline 217AG1 - Application for Diploma for Eligible Veterans, Second Reading

*Approval is requested of the New Administrative Guideline 217AG1 - Application for Diploma for Eligible Veterans, Second Reading*

*I so move.*

### Approval of Revised Policy 217 – Graduation Requirements, First Reading

*Approval is requested of Revised Policy 217 – Graduation Requirements, Second Reading*

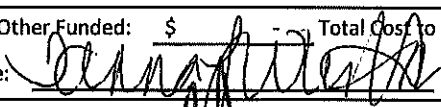
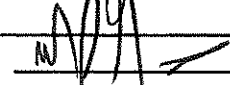
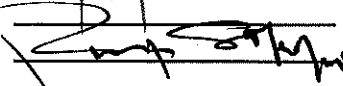
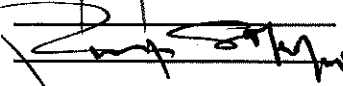
*I so move.*

WEST CHESTER AREA  
SCHOOL DISTRICT

121AG1 Application for Approval of Study, Excursion, and  
Extracurricular Trips and Approval of Bus Transportation

No. 121AG1

APPROVED: August 1, 2015  
REVISED: December 14, 2017

|                                                                                                                                                                                                                                                           |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------|-----------------------------------------------------------------------------------------------|-------------|---------------------------------|
| <b>Proposal</b>                                                                                                                                                                                                                                           |                                                                                               | <input checked="" type="checkbox"/> <b>New Trip Request</b>                        | <input type="checkbox"/> <b>Trip Revision Request</b> | <input type="checkbox"/> <b>Trip Cancellation Request</b>                                     |             |                                 |
| School                                                                                                                                                                                                                                                    | Bayard Rustin High School                                                                     |                                                                                    | Grade/Subject/Club: Science Olympiad                  |                                                                                               |             |                                 |
| Teacher(s) in Charge:                                                                                                                                                                                                                                     | Jaime Suarez and Tanna Whitton                                                                |                                                                                    |                                                       |                                                                                               |             |                                 |
| Destination:                                                                                                                                                                                                                                              | Cypress Falls High School, Houston, TX                                                        |                                                                                    |                                                       |                                                                                               |             |                                 |
| Trip Day(s)/Date(s):                                                                                                                                                                                                                                      | 11/7/2019- 11/10/2019                                                                         |                                                                                    | Competition                                           | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                           |             |                                 |
| ~ Overnight Trip:                                                                                                                                                                                                                                         | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                           | <input type="checkbox"/> In State <input checked="" type="checkbox"/> Out of State | <input type="checkbox"/> Out of Country               | Name Tour Company: _____                                                                      |             |                                 |
| Special Instructions (rain date, etc.): _____                                                                                                                                                                                                             |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| How is it related to curriculum: <u>Students will compete against other schools in various areas of science. They will apply the knowledge they have learned in class</u>                                                                                 |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Objectives of the proposed trip: <u>Compete against other schools to rank in the top 6 of each event and overall in the top 6 as a team</u>                                                                                                               |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Number of Pupils:                                                                                                                                                                                                                                         | <u>15</u>                                                                                     | Total Passengers:                                                                  | <u>17</u>                                             | Per Pupil Cost: <u>382.41</u>                                                                 |             |                                 |
| Adult Chaperone to Student Ratio:                                                                                                                                                                                                                         | <u>8 / 1</u>                                                                                  |                                                                                    |                                                       | % of Eligible Students Going: <u>100.00%</u>                                                  |             |                                 |
| Names of Teacher/Staff Chaperones:                                                                                                                                                                                                                        | Jaime Suarez, Greg Byrd                                                                       |                                                                                    |                                                       |                                                                                               |             |                                 |
| ~ Other Adult Chaperones:                                                                                                                                                                                                                                 | Elizabeth Suarez                                                                              |                                                                                    |                                                       |                                                                                               |             |                                 |
| Nurses required on this trip:                                                                                                                                                                                                                             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)         |                                                                                    |                                                       |                                                                                               |             |                                 |
| <b>Estimated Cost</b>                                                                                                                                                                                                                                     |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
|                                                                                                                                                                                                                                                           | # Staff                                                                                       | # Days                                                                             | Cost/Day                                              | Total Cost                                                                                    | %           | Budget Code/Account/Project     |
| Substitute(s) Needed:                                                                                                                                                                                                                                     | <u>2</u>                                                                                      | <u>2</u>                                                                           | <u>159.31</u>                                         | <u>637.24</u>                                                                                 |             | <u>1-1110-000-20-40-223-315</u> |
| Agency Nurses Needed:                                                                                                                                                                                                                                     |                                                                                               |                                                                                    | <u>0.00</u>                                           | <u>0.00</u>                                                                                   |             |                                 |
| Name of Staff Member Driving Students: _____                                                                                                                                                                                                              |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Mileage/Tolls: (if applicable) _____                                                                                                                                                                                                                      |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Hotel/Food/Airfare:                                                                                                                                                                                                                                       | (if applicable)                                                                               |                                                                                    |                                                       | <u>4,868.80</u>                                                                               |             | <u>50-000-223-041-223</u>       |
| Registration/Entrance Fee:                                                                                                                                                                                                                                | (if applicable)                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Other Costs: _____                                                                                                                                                                                                                                        |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| <input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation<br><input type="checkbox"/> Bus <input checked="" type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
|                                                                                                                                                                                                                                                           | # Vehicles                                                                                    | # Days                                                                             | Cost/Vehicle                                          | Total Cost                                                                                    | %           | Budget Code/Account/Project     |
| Buses/Rentals/Coaches                                                                                                                                                                                                                                     | <u>2</u>                                                                                      | <u>2</u>                                                                           | <u>57.52</u>                                          | <u>230.08</u>                                                                                 |             | <u>50-000-223-041-223</u>       |
| ~ Rental Company/Carrier: _____                                                                                                                                                                                                                           |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Students Leaving From:                                                                                                                                                                                                                                    | <u>Bayard Rustin High School</u>                                                              | at                                                                                 | <u>4:00</u>                                           | <input checked="" type="checkbox"/> am <input type="checkbox"/> pm                            |             |                                 |
| Students Returning To:                                                                                                                                                                                                                                    | <u>Bayard Rustin High School</u>                                                              | at                                                                                 | <u>1:00</u>                                           | <input type="checkbox"/> am <input checked="" type="checkbox"/> pm                            |             |                                 |
| ~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                                        |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| What are the planned activities to assist students who require financial assistance:<br>Invitational, contributions of other parents                                                                                                                      |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Additional Information (bus w/lift, star seat, skl boxes, special instructions)                                                                                                                                                                           |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Total Cost of Trip: \$ <u>5,736.12</u> Pupil Cost: \$ <u>5,736.15</u> Other Funded: \$ _____ Total Cost to the District: \$ <u>(0.03)</u>                                                                                                                 |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Requested By:                                                                                                                                                                                                                                             | <u>Tanna Whitton</u>                                                                          |                                                                                    | Signature:                                            |           |             | Date: <u>11/25/19</u>           |
| <b>Approval</b>                                                                                                                                                                                                                                           |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |
| Principal                                                                                                                                                                                                                                                 | Approved  |                                                                                    | Date: <u>11/25/19</u>                                 |                                                                                               |             |                                 |
| Supervisor                                                                                                                                                                                                                                                | Approved  |                                                                                    | Date: _____                                           |                                                                                               |             |                                 |
| Director of:                                                                                                                                                                                                                                              | <input type="checkbox"/> Elementary                                                           | <input checked="" type="checkbox"/> Secondary                                      | <input type="checkbox"/> Pupil Services               | Approved  |             | Date: <u>11/27/19</u>           |
| Transportation:                                                                                                                                                                                                                                           | _____                                                                                         |                                                                                    | Contractor: _____                                     |                                                                                               | Date: _____ |                                 |
| Schedule Dates:                                                                                                                                                                                                                                           | _____                                                                                         |                                                                                    | Additional Costs: _____                               |                                                                                               |             |                                 |
| Krapf Costs:                                                                                                                                                                                                                                              | _____                                                                                         |                                                                                    |                                                       |                                                                                               |             |                                 |
| Spellman Office Only: Overnight Trip will appear on the <u>Dec 16, 2019</u> Board Consent Agenda.                                                                                                                                                         |                                                                                               |                                                                                    |                                                       |                                                                                               |             |                                 |

# WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015  
REVISED: December 14, 2017

## 121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

|                                                                                                                                                                                                                                                |            |                                                                                                                            |              |                                                                    |       |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------|--------------|--------------------------------------------------------------------|-------|-----------------------------|
| <input checked="" type="checkbox"/> <b>New Trip Request</b>                                                                                                                                                                                    |            | <input type="checkbox"/> <b>Trip Revision Request</b>                                                                      |              | <input type="checkbox"/> <b>Trip Cancellation Request</b>          |       |                             |
| School: <u>West Chester Rustin High School</u>                                                                                                                                                                                                 |            | Grade/Subject/Club: <u>Rustin Boys Varsity Ice Hockey</u>                                                                  |              |                                                                    |       |                             |
| Teacher(s) in Charge: <u>Ken Sheriko (Head Coach) and Dustin Doyle (Club President)</u>                                                                                                                                                        |            |                                                                                                                            |              |                                                                    |       |                             |
| Destination: <u>319 W Third Street, Jamestown NY 14701</u>                                                                                                                                                                                     |            |                                                                                                                            |              |                                                                    |       |                             |
| Trip Day(s)/Date(s): <u>Friday, Dec 6 thru Sunday Dec 8</u>                                                                                                                                                                                    |            | Competition: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                           |              |                                                                    |       |                             |
| ~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                          |            | <input type="checkbox"/> In State <input checked="" type="checkbox"/> Out of State <input type="checkbox"/> Out of Country |              | Name Tour Company: <u>Perkiomen Bus Tours</u>                      |       |                             |
| Special Instructions (rain date, etc.): _____                                                                                                                                                                                                  |            |                                                                                                                            |              |                                                                    |       |                             |
| How is it related to curriculum: <u>2019 Rustin Boys Varsity, state champions was invited to participate in the Governors Skate, Jamestown, NY</u>                                                                                             |            |                                                                                                                            |              |                                                                    |       |                             |
| Objectives of the proposed trip: <u>Skate in the Ice Hockey Tournament/Showcase and represent West Chester Rustin High School</u>                                                                                                              |            |                                                                                                                            |              |                                                                    |       |                             |
| Number of Pupils: <u>20</u>                                                                                                                                                                                                                    |            | Total Passengers: <u>24</u>                                                                                                |              | Per Pupil Cost: <u>N/A-skater and club out of pocket</u>           |       |                             |
| Adult Chaperone to Student Ratio: <u>1 / 5</u>                                                                                                                                                                                                 |            | % of Eligible Students Going: <u>100.00%</u>                                                                               |              |                                                                    |       |                             |
| Names of Teacher/Staff Chaperones: <u>Ken Sheriko (Head Coach) and Dustin Doyle (Club President)</u>                                                                                                                                           |            |                                                                                                                            |              |                                                                    |       |                             |
| Other Adult Chaperones: <u>Asst Coaches Mike Giduck &amp; Dave Aurillio</u>                                                                                                                                                                    |            |                                                                                                                            |              |                                                                    |       |                             |
| Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)                                                                                                                            |            |                                                                                                                            |              |                                                                    |       |                             |
| <b>Estimated Cost</b>                                                                                                                                                                                                                          |            |                                                                                                                            |              |                                                                    |       |                             |
|                                                                                                                                                                                                                                                | # Staff    | # Days                                                                                                                     | Cost/Day     | Total Cost                                                         | %     | Budget Code/Account/Project |
| Substitute(s) Needed:                                                                                                                                                                                                                          | _____      | _____                                                                                                                      | _____        | 0.00                                                               | _____ | _____                       |
| Agency Nurses Needed:                                                                                                                                                                                                                          | _____      | _____                                                                                                                      | _____        | 0.00                                                               | _____ | _____                       |
| Name of Staff Member Driving Students: <u>N/A</u>                                                                                                                                                                                              |            |                                                                                                                            |              |                                                                    |       |                             |
| Mileage/Tolls: (if applicable) _____                                                                                                                                                                                                           |            |                                                                                                                            |              |                                                                    |       |                             |
| Hotel/Food/Airfare: (if applicable) _____                                                                                                                                                                                                      |            |                                                                                                                            |              |                                                                    |       |                             |
| Registration/Entrance Fee: (if applicable) _____                                                                                                                                                                                               |            |                                                                                                                            |              |                                                                    |       |                             |
| Other Costs: <u>N/A</u>                                                                                                                                                                                                                        |            |                                                                                                                            |              |                                                                    |       |                             |
| <input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation<br><input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach |            |                                                                                                                            |              |                                                                    |       |                             |
|                                                                                                                                                                                                                                                | # Vehicles | # Days                                                                                                                     | Cost/Vehicle | Total Cost                                                         | %     | Budget Code/Account/Project |
| Buses/Rentals/Coaches                                                                                                                                                                                                                          | _____      | _____                                                                                                                      | _____        | 0.00                                                               | _____ | _____                       |
| ~ Rental Company/Carrier: <u>Perkiomen Tours is skater/club paid transportation. Consent to Treat waivers received for skaters. Some skater families also in attendance</u>                                                                    |            |                                                                                                                            |              |                                                                    |       |                             |
| Students Leaving From: <u>Ice Line West Chester</u>                                                                                                                                                                                            |            | at <u>6:00</u>                                                                                                             |              | <input checked="" type="checkbox"/> am <input type="checkbox"/> pm |       |                             |
| Students Returning To: <u>Ice Line West Chester</u>                                                                                                                                                                                            |            | at <u>TBD</u>                                                                                                              |              | <input type="checkbox"/> am <input checked="" type="checkbox"/> pm |       |                             |
| ~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                     |            |                                                                                                                            |              |                                                                    |       |                             |
| Drop at: _____                                                                                                                                                                                                                                 |            | at _____                                                                                                                   |              | <input type="checkbox"/> am <input type="checkbox"/> pm            |       |                             |
| Pick up at: _____                                                                                                                                                                                                                              |            | at _____                                                                                                                   |              | <input type="checkbox"/> am <input type="checkbox"/> pm            |       |                             |
| What are the planned activities to assist students who require financial assistance: _____                                                                                                                                                     |            |                                                                                                                            |              |                                                                    |       |                             |
| Additional Information (bus w/lift, star seat, ski boxes, special instructions)<br><u>Perkiomen Tours is skater/club paid transportation. Consent to Treat waivers received for skaters. Some skater families also in attendance</u>           |            |                                                                                                                            |              |                                                                    |       |                             |
| Total Cost of Trip: \$ _____ Pupil Cost: \$ _____ Other Funded: \$ _____ Total Cost to the District: \$ _____                                                                                                                                  |            |                                                                                                                            |              |                                                                    |       |                             |
| Requested By: <u>Mike Giduck (Team Manager)</u>                                                                                                                                                                                                |            | Signature: <u><i>R. Michael Giduck</i></u>                                                                                 |              | Date: <u>10/16/2019</u>                                            |       |                             |
| <b>Approval</b>                                                                                                                                                                                                                                |            |                                                                                                                            |              |                                                                    |       |                             |
| Principal                                                                                                                                                                                                                                      |            | Approved <u><i>[Signature]</i></u>                                                                                         |              | Date: <u>11/14/19</u>                                              |       |                             |
| Supervisor                                                                                                                                                                                                                                     |            | Approved <u><i>[Signature]</i></u>                                                                                         |              | Date: _____                                                        |       |                             |
| Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services                                                                                                         |            | Approved <u><i>[Signature]</i></u>                                                                                         |              | Date: <u>11/17/19</u>                                              |       |                             |
| Transportation:                                                                                                                                                                                                                                |            | _____                                                                                                                      |              | Date: _____                                                        |       |                             |
| Schedule Dates: _____                                                                                                                                                                                                                          |            | Contractor: _____                                                                                                          |              |                                                                    |       |                             |
| Krapf Costs: _____                                                                                                                                                                                                                             |            | Additional Costs: _____                                                                                                    |              |                                                                    |       |                             |
| Spellman Office Only: <input type="checkbox"/> Overnight Trip will appear on the _____ Board Consent Agenda.                                                                                                                                   |            |                                                                                                                            |              |                                                                    |       |                             |

# WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015  
REVISED: December 14, 2017

## 121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

| <b>Proposal</b> <input checked="" type="checkbox"/> <b>New Trip Request</b> <input type="checkbox"/> <b>Trip Revision Request</b> <input type="checkbox"/> <b>Trip Cancellation Request</b>                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------|--------------|-----------------------------|---|-----------------------------|-----------------------|--|--------|------|--|--|-----------------------|--|------|------|--|--|
| School: <u>West Chester East High School</u>                                                                                                                                                                                      | Grade/Subject/Club: <u>Cheer Team</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Teacher(s) in Charge: <u>Leslie Boccio, Jessica Young, Jennifer Kibler</u>                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Destination: <u>Cheer Competition, Garden City, NY</u>                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Trip Day(s)/Date(s): <u>Saturday, 12/7 through Sunday, 12/8/2019</u> Competition <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| ~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country    Name Tour Company: _____ |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Special Instructions (rain date, etc.): <u>A possible overnight trip if competition start time is early in the morning. Otherwise, it will be a day trip.</u>                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| How is it related to curriculum: _____                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Objectives of the proposed trip: <u>BID to UCA Cheer Nationals</u>                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Number of Pupils: <u>14</u>                                                                                                                                                                                                       | Total Passengers: <u>17</u> Per Pupil Cost: <u>25.00</u> If overnight                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Adult Chaperone to Student Ratio: <u>3 / 14</u>                                                                                                                                                                                   | % of Eligible Students Going: <u>100.00%</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Names of Teacher/Staff Chaperones: <u>Leslie Boccio, Jessica Young, Jennifer Kibler</u>                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| ~ Other Adult Chaperones: _____                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    (refer to 121AG6)                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| <b>Estimated Cost</b>                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
|                                                                                                                                                                                                                                   | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td>Substitute(s) Needed:</td> <td></td> <td style="text-align: center;">159.31</td> <td style="text-align: center;">0.00</td> <td></td> <td></td> </tr> <tr> <td>Agency Nurses Needed:</td> <td></td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">0.00</td> <td></td> <td></td> </tr> </tbody> </table> | # Staff      | # Days     | Cost/Day     | Total Cost                  | % | Budget Code/Account/Project | Substitute(s) Needed: |  | 159.31 | 0.00 |  |  | Agency Nurses Needed: |  | 0.00 | 0.00 |  |  |
| # Staff                                                                                                                                                                                                                           | # Days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Cost/Day     | Total Cost | %            | Budget Code/Account/Project |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Substitute(s) Needed:                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 159.31       | 0.00       |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Agency Nurses Needed:                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 0.00         | 0.00       |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Name of Staff Member Driving Students: <u>Parents/Guardians will transport students</u>                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Mileage/Tolls: (if applicable) _____                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Hotel/Food/Airfare: (if applicable)                                                                                                                                                                                               | 350.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Registration/Entrance Fee: (if applicable)                                                                                                                                                                                        | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Other Costs: _____                                                                                                                                                                                                                | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| <input type="checkbox"/> Walking <input checked="" type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
|                                                                                                                                                                                                                                   | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th># Vehicles</th> <th># Days</th> <th>Cost/Vehicle</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td>Buses/Rentals/Coaches</td> <td></td> <td></td> <td style="text-align: center;">0.00</td> <td></td> <td></td> </tr> </tbody> </table>                                                                                                                                                                                        | # Vehicles   | # Days     | Cost/Vehicle | Total Cost                  | % | Budget Code/Account/Project | Buses/Rentals/Coaches |  |        | 0.00 |  |  |                       |  |      |      |  |  |
| # Vehicles                                                                                                                                                                                                                        | # Days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Cost/Vehicle | Total Cost | %            | Budget Code/Account/Project |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Buses/Rentals/Coaches                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              | 0.00       |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| ~ Rental Company/Carrier: _____                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Students Leaving From: _____                                                                                                                                                                                                      | at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Students Returning To: _____                                                                                                                                                                                                      | at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| ~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No    Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| What are the planned activities to assist students who require financial assistance: _____                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Additional information (bus w/lift, star seat, ski boxes, special instructions) _____                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Total Cost of Trip: \$ <u>350.00</u> Pupil Cost: \$ <u>350.00</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>- 0 -</u>                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Requested By: <u>Leslie Boccio</u>                                                                                                                                                                                                | Signature: <u><i>Leslie Boccio</i></u> Date: <u>10/29/2019</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| <b>Approval</b>                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Principal                                                                                                                                                                                                                         | Approved: <u><i>[Signature]</i></u> Date: <u>11/4/2019</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Supervisor                                                                                                                                                                                                                        | Approved: _____    Date: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services                                                                                            | Approved: <u><i>[Signature]</i></u> Date: <u>11/13/19</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Transportation:                                                                                                                                                                                                                   | Date: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Schedule Dates: _____                                                                                                                                                                                                             | Contractor: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| Krapf Costs: _____                                                                                                                                                                                                                | Additional Costs: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |
| <u>Spellman Office Only:</u> Overnight Trip will appear on the <u>Dec 16, 2019</u> Board Consent Agenda.                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |            |              |                             |   |                             |                       |  |        |      |  |  |                       |  |      |      |  |  |

# WEST CHESTER AREA SCHOOL DISTRICT

ADMINISTRATIVE GUIDELINE  
APPROVED: September 25, 2017  
REVISED: August 19, 2019

## 121AG8 Application for Approval of Overnight PIAA Sanctioned Athletic Trip

**PROPOSAL**       New Trip Request       Trip Revision Request       Trip Cancellation

School: West Chester East HS      Sport: Wrestling

Coach(s) in charge: John Gallo, Marc Chafetz, Matt Ziegler

In Season:       Post Season:

Destination: Trojan War Wrestling Tournament @ Chambersburg HS, Chambersburg, PA

Trip Day(s)/Date(s): Friday, December 27 through Saturday, December 28, 2019

Number of Students: 14      Total Passengers: 19      % of Eligible Students going: 100

Adult Chaperone to Student ratio: 1 / 3

Names of Coach/Staff Chaperones: John Gallo, Marc Chafetz, Matt Ziegler

- Other Adult Chaperones: Brian DiBernardo, Kyle Liberato

Nurse required on this trip:  Yes  No (Refer to 121AG6)

| ESTIMATED COST                                                                                                                                  | Number                     | Cost                                         | Budget/Activity Code                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------|------------------------------------------------------------------------------------|
| Substitute(s) needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No if so, how many: _____                                |                            |                                              |                                                                                    |
| Name of Staff Member Driving Students: <u>John Gallo, Marc Chafetz, Matt Ziegler</u>                                                            |                            |                                              |                                                                                    |
| Mileage/Tolls: (if applicable)                                                                                                                  |                            |                                              |                                                                                    |
| Hotel/Food/Airfare: (if applicable)                                                                                                             |                            | <u>480.00</u>                                | <u>Booster Club</u>                                                                |
| Meal(s): (allowance \$31.50/Adult, \$20.00/Student)                                                                                             |                            |                                              |                                                                                    |
| Registration/Entrance Fee: (if applicable)                                                                                                      |                            | <u>450.00</u>                                | <u>1-3200-000-20-30R-222-810</u>                                                   |
| <input type="checkbox"/> Walking <input type="checkbox"/> Parent Providing Trans. <input type="checkbox"/> Public Transportation                |                            |                                              |                                                                                    |
| <input type="checkbox"/> Bus <input checked="" type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach # of Buses/Rentals/Coaches _____ |                            | <u>540.00</u>                                | <u>Booster Club</u>                                                                |
| - Rental Company/Carrier: <u>Fred Beans AutoRent</u>                                                                                            |                            |                                              |                                                                                    |
| - Request Drop and Pick (Krapf Only): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                       |                            |                                              |                                                                                    |
| Drop at: _____ at _____                                                                                                                         |                            |                                              | <input type="checkbox"/> AM <input type="checkbox"/> PM                            |
| Pick up: _____ at _____                                                                                                                         |                            |                                              | <input type="checkbox"/> AM <input type="checkbox"/> PM                            |
| Students Leaving From: <u>WC East HS</u>                                                                                                        |                            |                                              | at <u>6:00</u> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM  |
| Students Returning To: <u>WC East HS</u>                                                                                                        |                            |                                              | at <u>10:00</u> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM |
| <b>TOTAL Cost of Trip: \$ 1470.00</b>                                                                                                           | <b>Pupil Cost: \$ 0.00</b> | <b>TOTAL Cost to the District: \$ 450.00</b> |                                                                                    |
| <b>Requested Travel Advance (Min. \$300): \$ _____</b>                                                                                          |                            |                                              |                                                                                    |

Requested by: John Gallo      Signature: [Signature]      Date: 11/19/19

**APPROVAL**

Principal: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: 11/21/19

Athletic Director: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: 11/19/19

Assistant Superintendent: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: 11/21/19

Transportation: \_\_\_\_\_ Date: \_\_\_\_\_

Scheduled Date: \_\_\_\_\_ Contractor: \_\_\_\_\_

Krapf Cost: \_\_\_\_\_ Additional Cost: \_\_\_\_\_

Spellman Office Only: Overnight Trip will appear on the Dec 16 Board Consent Agenda.

# WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015  
REVISED: December 14, 2017

## 121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

| <input checked="" type="checkbox"/> <b>Proposal</b> <input checked="" type="checkbox"/> <b>New Trip Request</b> <input type="checkbox"/> <b>Trip Revision Request</b> <input type="checkbox"/> <b>Trip Cancellation Request</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------|---------------|--------------|---------------------------------|---|-----------------------------|-----------------------|----------|----------|---------------|---------------|--|---------------------------------|-----------------------|--|--|-------------|-------------|--|--|
| School: <u>West Chester East High School</u>                                                                                                                                                                                    | Grade/Subject/Club: <u>Boys Varsity Basketball Team</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Teacher(s) In Charge: <u>Tom Durant, Kevan Garvin, Rodney Duncan</u>                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Destination: <u>State College, PA</u>                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Trip Day(s)/Date(s): <u>Friday, December 6 through Saturday, December 7, 2019</u>                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Competition: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> In State <input type="checkbox"/> Out of State <input type="checkbox"/> Out of Country                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Name Tour Company: _____                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Special Instructions (rain date, etc.): _____                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| How is it related to curriculum: <u>Two PIAA Season Games</u>                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Objectives of the proposed trip: <u>Win the Tip-Off Basketball Tournament</u>                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Number of Pupils: <u>15</u>                                                                                                                                                                                                     | Total Passengers: <u>18</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Adult Chaperone to Student Ratio: <u>1 / 5</u>                                                                                                                                                                                  | Per Pupil Cost: <u>0.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Names of Teacher/Staff Chaperones: <u>Tom Durant, Kevan Garvin, Rodney Duncan</u>                                                                                                                                               | % of Eligible Students Going: <u>100.00%</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Other Adult Chaperones: _____                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (refer to 121AG6)                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| <b>Estimated Cost</b>                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
|                                                                                                                                                                                                                                 | <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th># Staff</th> <th># Days</th> <th>Cost/Day</th> <th>Total Cost</th> <th>%</th> <th>Budget Code/Account/Project</th> </tr> </thead> <tbody> <tr> <td>Substitute(s) Needed:</td> <td><u>1</u></td> <td><u>1</u></td> <td><u>159.31</u></td> <td><u>159.31</u></td> <td></td> <td><u>1-1110-000-20-40-222-315</u></td> </tr> <tr> <td>Agency Nurses Needed:</td> <td></td> <td></td> <td><u>0.00</u></td> <td><u>0.00</u></td> <td></td> <td></td> </tr> </tbody> </table> |          | # Staff       | # Days        | Cost/Day     | Total Cost                      | % | Budget Code/Account/Project | Substitute(s) Needed: | <u>1</u> | <u>1</u> | <u>159.31</u> | <u>159.31</u> |  | <u>1-1110-000-20-40-222-315</u> | Agency Nurses Needed: |  |  | <u>0.00</u> | <u>0.00</u> |  |  |
|                                                                                                                                                                                                                                 | # Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | # Days   | Cost/Day      | Total Cost    | %            | Budget Code/Account/Project     |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Substitute(s) Needed:                                                                                                                                                                                                           | <u>1</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <u>1</u> | <u>159.31</u> | <u>159.31</u> |              | <u>1-1110-000-20-40-222-315</u> |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Agency Nurses Needed:                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          | <u>0.00</u>   | <u>0.00</u>   |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Name of Staff Member Driving Students: <u>Parents are providing transportation</u>                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Mileage/Tolls: (if applicable)                                                                                                                                                                                                  | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Hotel/Food/Airfare: (if applicable)                                                                                                                                                                                             | <u>0.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Registration/Entrance Fee: (if applicable)                                                                                                                                                                                      | <u>0.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Lodging and food provided by: <u>State College High School - Host</u>                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Other Costs:                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| <input type="checkbox"/> Walking <input checked="" type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
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|                                                                                                                                                                                                                                 | # Vehicles                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | # Days   | Cost/Vehicle  | Total Cost    | %            | Budget Code/Account/Project     |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Buses/Rentals/Coaches                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               | <u>0.00</u>   |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Rental Company/Carrier: _____                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Students Leaving From:                                                                                                                                                                                                          | _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Students Returning To:                                                                                                                                                                                                          | _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| What are the planned activities to assist students who require financial assistance: _____                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Total Cost of Trip: \$ <u>159.31</u> Pupil Cost: \$ <u>-</u> Other Funded: \$ <u>-</u> Total Cost to the District: \$ <u>159.31</u>                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Requested By: <u>Tom Durant</u>                                                                                                                                                                                                 | Signature: <u>[Signature]</u> Date: <u>11/13/19</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| <b>Approval</b>                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Principal                                                                                                                                                                                                                       | Approved: <u>[Signature]</u> Date: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Supervisor                                                                                                                                                                                                                      | Approved: <u>[Signature]</u> Date: <u>11/14/19</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services                                                                                          | Approved: <u>[Signature]</u> Date: <u>11/19/19</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Transportation:                                                                                                                                                                                                                 | Date: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Schedule Dates:                                                                                                                                                                                                                 | Contractor: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| Krapf Costs:                                                                                                                                                                                                                    | Additional Costs: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |
| <u>Spellman Office Only:</u> Overnight Trip will appear on the <u>Dec 16, 2019</u> Board Consent Agenda.                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |               |               |              |                                 |   |                             |                       |          |          |               |               |  |                                 |                       |  |  |             |             |  |  |

# WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015  
REVISED: December 14, 2017

✓

## 121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

|                                                                                                                                                                                                                                                |                                              |                               |                 |                                                                    |                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------------|-----------------|--------------------------------------------------------------------|--------------------------------|
| <b>Proposal</b> <input checked="" type="checkbox"/> <b>New Trip Request</b> <input type="checkbox"/> <b>Trip Revision Request</b> <input type="checkbox"/> <b>Trip Cancellation Request</b>                                                    |                                              |                               |                 |                                                                    |                                |
| School: <u>Henderson</u>                                                                                                                                                                                                                       | Grade/Subject/Club: <u>Model UN</u>          |                               |                 |                                                                    |                                |
| Teacher(s) in Charge: <u>Bruce Kozak</u>                                                                                                                                                                                                       |                                              |                               |                 |                                                                    |                                |
| Destination: <u>Johns Hopkins University, Baltimore</u>                                                                                                                                                                                        |                                              |                               |                 |                                                                    |                                |
| Trip Day(s)/Date(s): <u>February 6-9, 2020 <del>Thurs-Sun</del></u> Competition <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                            |                                              |                               |                 |                                                                    |                                |
| ~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In State <input checked="" type="checkbox"/> Out of State <input type="checkbox"/> Out of Country    Name Tour Company: _____   |                                              |                               |                 |                                                                    |                                |
| Special Instructions (rain date, etc.): _____                                                                                                                                                                                                  |                                              |                               |                 |                                                                    |                                |
| How is it related to curriculum: <u>United Nations simulation supports critical thinking, collaboration and speaking skills.</u>                                                                                                               |                                              |                               |                 |                                                                    |                                |
| Objectives of the proposed trip: <u>Complete the simulation and resolutions.</u>                                                                                                                                                               |                                              |                               |                 |                                                                    |                                |
| Number of Pupils: <u>26</u>                                                                                                                                                                                                                    | Total Passengers: <u>28</u>                  |                               |                 |                                                                    |                                |
| Adult Chaperone to Student Ratio: <u>1 / 14</u>                                                                                                                                                                                                | Per Pupil Cost: <u>#294.58</u>               |                               |                 |                                                                    |                                |
| Names of Teacher/Staff Chaperones: <u>Kozak; Steve Sobieck</u>                                                                                                                                                                                 | % of Eligible Students Going: <u>100.00%</u> |                               |                 |                                                                    |                                |
| ~ Other Adult Chaperones: _____                                                                                                                                                                                                                |                                              |                               |                 |                                                                    |                                |
| Nurses required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    (refer to 121AG6)                                                                                                                         |                                              |                               |                 |                                                                    |                                |
| <b>Estimated Cost</b>                                                                                                                                                                                                                          |                                              |                               |                 |                                                                    |                                |
| # Staff                                                                                                                                                                                                                                        | # Days                                       | Cost/Day                      | Total Cost      | %                                                                  | Budget Code/Account/Project    |
| Substitute(s) Needed: <u>2</u>                                                                                                                                                                                                                 | <u>1.5</u>                                   | <u>159.31</u>                 | <u>477.93</u>   | _____                                                              | <u>50-000-221 017-221 1315</u> |
| Agency Nurses Needed:    _____                                                                                                                                                                                                                 | <u>0</u>                                     | <u>0.00</u>                   | <u>0.00</u>     | _____                                                              | _____                          |
| Name of Staff Member Driving Students: _____                                                                                                                                                                                                   |                                              |                               |                 |                                                                    |                                |
| Mileage/Tolls:    (if applicable)    _____                                                                                                                                                                                                     |                                              |                               |                 |                                                                    |                                |
| Hotel/Food/Airfare:    (if applicable)                                                                                                                                                                                                         |                                              |                               | <u>4,428.27</u> | <u>50-000-221 017-221</u>                                          |                                |
| Registration/Entrance Fee:    (if applicable)                                                                                                                                                                                                  |                                              |                               | <u>2,030.00</u> | <u>50-000-221 017-221</u>                                          |                                |
| Other Costs: _____                                                                                                                                                                                                                             |                                              |                               |                 |                                                                    |                                |
| <input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation<br><input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach |                                              |                               |                 |                                                                    |                                |
| # Vehicles                                                                                                                                                                                                                                     | # Days                                       | Cost/Vehicle                  | Total Cost      | %                                                                  | Budget Code/Account/Project    |
| Buses/Rentals/Coaches <u>1</u>                                                                                                                                                                                                                 | <u>2</u>                                     | <u>600.44</u>                 | <u>1,200.88</u> | _____                                                              | <u>50-000-221 017-221</u>      |
| ~ Rental Company/Carrier: <u>KRAPF</u>                                                                                                                                                                                                         |                                              |                               |                 |                                                                    |                                |
| Students Leaving From: <u>HHS</u>                                                                                                                                                                                                              |                                              | at <u>12:00</u>               |                 | <input type="checkbox"/> am <input checked="" type="checkbox"/> pm |                                |
| Students Returning To: <u>HHS</u>                                                                                                                                                                                                              |                                              | at <u>2:30</u>                |                 | <input type="checkbox"/> am <input checked="" type="checkbox"/> pm |                                |
| ~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No    Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                  |                                              |                               |                 |                                                                    |                                |
| Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm                                                                                                                                                             |                                              |                               |                 |                                                                    |                                |
| What are the planned activities to assist students who require financial assistance: _____                                                                                                                                                     |                                              |                               |                 |                                                                    |                                |
| Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____                                                                                                                                                          |                                              |                               |                 |                                                                    |                                |
| Total Cost of Trip:    \$ <u>8,137.08</u> Pupil Cost:    \$ <u>7,659.15</u> Other Funded:    \$ <u>-</u> Total Cost to the District:    \$ <u>477.93</u>                                                                                       |                                              |                               |                 |                                                                    |                                |
| Requested By: <u>Bruce Kozak</u>                                                                                                                                                                                                               |                                              | Signature: <u>Bruce Kozak</u> |                 | Date: <u>11/8/19</u>                                               |                                |
| <b>Approval</b>                                                                                                                                                                                                                                |                                              |                               |                 |                                                                    |                                |
| Principal                                                                                                                                                                                                                                      |                                              | Approved: _____               |                 | Date: <u>11/14/19</u>                                              |                                |
| Supervisor                                                                                                                                                                                                                                     |                                              | Approved: _____               |                 | Date: _____                                                        |                                |
| Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services                                                                                                         |                                              | Approved: _____               |                 | Date: <u>11/21/19</u>                                              |                                |
| Transportation: _____                                                                                                                                                                                                                          |                                              | Contractor: _____             |                 | Date: _____                                                        |                                |
| Schedule Dates: _____                                                                                                                                                                                                                          |                                              | Additional Costs: _____       |                 |                                                                    |                                |
| Krapf Costs: _____                                                                                                                                                                                                                             |                                              | _____                         |                 |                                                                    |                                |
| Spellman Office Only:    Overnight Trip will appear on the <u>Dec 16, 2019</u> Board Consent Agenda.                                                                                                                                           |                                              |                               |                 |                                                                    |                                |



# WEST CHESTER AREA SCHOOL DISTRICT

ADMINISTRATIVE GUIDELINE  
APPROVED: September 25, 2017  
REVISED: August 19, 2019

## 121AG8 Application for Approval of Overnight PIAA Sanctioned Athletic Trip

|                                                                                                                    |                                                |                                            |  |
|--------------------------------------------------------------------------------------------------------------------|------------------------------------------------|--------------------------------------------|--|
| <b>PROPOSAL</b>                                                                                                    |                                                |                                            |  |
| <input checked="" type="checkbox"/> New Trip Request                                                               | <input type="checkbox"/> Trip Revision Request | <input type="checkbox"/> Trip Cancellation |  |
| School: <u>West Chester East High School</u>                                                                       | Sport: <u>Boys and Girls Indoor Track</u>      |                                            |  |
| Coach(s) In charge: <u>Kareem Lanier and James Wiggins</u>                                                         | In Season: <input checked="" type="checkbox"/> | Post Season: <input type="checkbox"/>      |  |
| Destination: <u>Yale Invitational, Yale University, New Haven, CT</u>                                              |                                                |                                            |  |
| Trip Day(s)/Date(s): <u>Friday, 1/10 through Saturday, 1/11/2020</u>                                               |                                                |                                            |  |
| Number of Students: <u>16</u> Total Passengers: <u>18</u> % of Eligible Students going: <u>100</u>                 |                                                |                                            |  |
| Adult Chaperone to Student ratio: <u>1</u> / <u>8</u>                                                              |                                                |                                            |  |
| Names of Coach/Staff Chaperones: <u>Kareem Lanier and James Wiggins</u>                                            |                                                |                                            |  |
| ~ Other Adult Chaperones: _____                                                                                    |                                                |                                            |  |
| Nurse required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Refer to 121AG6) |                                                |                                            |  |

| ESTIMATED COST                                                                                                                                                                                                                                                                      | Number         | Cost                                    | Budget/Activity Code                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------|--------------------------------------------------------------------|
| Substitute(s) needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, how many: _____                                                                                                                                                                    |                |                                         |                                                                    |
| Name of Staff Member Driving Students: <u>Parents will be driving students</u>                                                                                                                                                                                                      |                |                                         |                                                                    |
| Mileage/Tolls: (if applicable)                                                                                                                                                                                                                                                      |                |                                         |                                                                    |
| Hotel/Food/Airfare: (if applicable)                                                                                                                                                                                                                                                 |                | \$700.00                                | To be paid by families                                             |
| Meal(s): (allowance \$31.50/Adult, \$20.00/Student)                                                                                                                                                                                                                                 |                | \$400.00                                | To be paid by families                                             |
| Registration/Entrance Fee: (if applicable)                                                                                                                                                                                                                                          |                | \$200.00                                | Paid by the boosters                                               |
| <input type="checkbox"/> Walking <input checked="" type="checkbox"/> Parent Providing Trans. <input type="checkbox"/> Public Transportation<br><input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach # of Buses/Rentals/Coaches _____ |                |                                         |                                                                    |
| ~ Rental Company/Carrier: _____                                                                                                                                                                                                                                                     |                |                                         |                                                                    |
| ~ Request Drop and Pck (Krapf Only): <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                                                                                       |                |                                         |                                                                    |
|                                                                                                                                                                                                                                                                                     | Drop at: _____ | at _____                                | <input type="checkbox"/> AM <input type="checkbox"/> PM            |
|                                                                                                                                                                                                                                                                                     | Pick up: _____ | at _____                                | <input type="checkbox"/> AM <input type="checkbox"/> PM            |
| Students Leaving From: <u>West Chester East</u>                                                                                                                                                                                                                                     |                | at 10:00                                | <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM |
| Students Returning To: <u>West Chester East</u>                                                                                                                                                                                                                                     |                | at 6:00                                 | <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM |
| <b>TOTAL Cost of Trip:</b> \$ 1300.00                                                                                                                                                                                                                                               |                |                                         |                                                                    |
| <b>Pupil Cost:</b> \$ 1,300.00                                                                                                                                                                                                                                                      |                | <b>TOTAL Cost to the District:</b> \$ 0 |                                                                    |
| <b>Requested Travel Advance (Min. \$300):</b> \$ _____                                                                                                                                                                                                                              |                |                                         |                                                                    |

Requested by: KAREEM LANIER Signature: Kareem Lanier Date: 11/22/19

|                           |                              |       |                 |
|---------------------------|------------------------------|-------|-----------------|
| <b>APPROVAL</b>           |                              |       |                 |
| Principal:                | Approved: <u>[Signature]</u> | Date: | <u>11/26/19</u> |
| Athletic Director:        | Approved: <u>[Signature]</u> | Date: | <u>11/22/19</u> |
| Assistant Superintendent: | Approved: <u>[Signature]</u> | Date: | <u>11/3/19</u>  |
| Transportation:           |                              | Date: |                 |
| Scheduled Date:           | Contractor:                  |       |                 |
| Krapf Cost:               | Additional Cost:             |       |                 |

**Spellman Office Only:** Overnight Trip will appear on the Dec 16, 2019 Board Consent Agenda.



WEST CHESTER AREA SCHOOL DISTRICT  
APPLICATION TO ESTABLISH ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Check appropriate box:

Date: 10/22/2019

Student Activity Account (Fund 50)

Building: Peirce Middle School

Trust Account (Fund 51)

Name of Account: Cross Country

State the purpose for which this account is intended:

Various fundraising to support supplies for the Cross Country team.

List Source(s) of revenue:

Fundraising groups - gear orders, community dinners, etc.

List types of expenses to be incurred:

Uniforms, and timing equipment

How long do you plan to keep this account active: for the duration of team

Molly Mitchell  
Student Officer's Signature

Molly Mitchell  
Student Officer's Name Printed

Theresa N. Pothean  
Faculty Sponsor's Signature

Theresa N. Pothean  
Faculty Sponsor's Name Printed

[Signature]  
Principal's Signature

[Signature]  
Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was:  APPROVED

DISAPPROVED

by the Board of Education at their meeting held on : \_\_\_\_\_  
Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Board Secretary's Signature

\_\_\_\_\_  
Date



WEST CHESTER AREA SCHOOL DISTRICT  
APPLICATION TO ESTABLISH ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Date: 11/25/19

Check appropriate box:

Student Activity Account (Fund 50)

Building: Peirce Middle School

Trust Account (Fund 51)

Name of Account: FBLA - PMS

State the purpose for which this account is intended:

To deposit and pay expenses for the club

List Source(s) of revenue:

Fund raisers - Fees from parents + student

List types of expenses to be incurred:

Travel, registration

How long do you plan to keep this account active:

X Indefinitely

Indefinitely

X Hetvi Khomar

Hetvi Khomar

Student Officer's Signature

Trisha Prasanna

Student Officer's Name Printed

[Signature]

Faculty Sponsor's Signature

Dr. Judy-Kay Maxwell

Faculty Sponsor's Name Printed

[Signature]

Principal's Signature

[Signature]

Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was:  APPROVED

DISAPPROVED

by the Board of Education at their meeting held on :

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

\_\_\_\_\_

Board Secretary's Signature

Date



WEST CHESTER AREA SCHOOL DISTRICT  
APPLICATION TO ESTABLISH ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Date: 11-6-19

Check appropriate box:

Student Activity Account (Fund 50)

Building: Peirce Middle School

Trust Account (Fund 51)

Name of Account: Peirce Paw Pals

State the purpose for which this account is intended:

This account will be used to buy products for the Peirce Paw Pals club.

List Source(s) of revenue:

T-shirt sales. Future fundraisers.

List types of expenses to be incurred:

buying baking products for event / end of the year party supplies

How long do you plan to keep this account active: Until club stops running - indefinite

Paige Colson  
Student Officer's Signature

Paige Colson  
Student Officer's Name Printed

Lauren Gendall  
Faculty Sponsor's Signature

Lauren Gendall  
Faculty Sponsor's Name Printed

[Signature]  
Principal's Signature

[Signature]  
Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was:  APPROVED

DISAPPROVED

by the Board of Education at their meeting held on: \_\_\_\_\_  
Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Board Secretary's Signature

\_\_\_\_\_  
Date

|         |                                               |
|---------|-----------------------------------------------|
| Book    | Policy Manual                                 |
| Section | 200 Pupils                                    |
| Title   | Application for Diploma for Eligible Veterans |
| Code    | 217AG1                                        |
| Status  | Second Reading                                |

Please open, print and complete the attached form.

[217AG1 Application for Diploma for Eligible Veterans.pdf \(257 KB\)](#)

# WEST CHESTER AREA SCHOOL DISTRICT

No. 217AG1

ADMINISTRATIVE GUIDELINE  
APPROVED:  
REVISED:

## 217AG1- Application for Diploma for Eligible Veterans

|                                                                                                             |            |                               |
|-------------------------------------------------------------------------------------------------------------|------------|-------------------------------|
| Applicant's Name: _____                                                                                     |            |                               |
| Last                                                                                                        | First      | Middle                        |
| Mailing Address: _____                                                                                      |            |                               |
| City, State, Zip: _____                                                                                     |            |                               |
| Date of Birth: _____                                                                                        |            |                               |
| Month                                                                                                       | Day        | Year                          |
| Email Address: _____                                                                                        |            |                               |
| Name of high school attended: _____                                                                         |            |                               |
| Dates of attendance: _____                                                                                  |            |                               |
| Year applicant would have graduated: _____                                                                  |            |                               |
| Date entered military service: _____ Branch of service: _____                                               |            |                               |
| Date applicant honorably discharged: _____                                                                  |            |                               |
|                                                                                                             |            |                               |
| I verify that the above information is accurate.                                                            |            |                               |
| Applicant Signature _____                                                                                   |            | Date _____                    |
|                                                                                                             |            |                               |
| I am applying on behalf of the applicant, who is deceased. I verify that the above information is accurate. |            |                               |
| Signature _____                                                                                             | Date _____ | Relationship to Veteran _____ |

|                     |                         |
|---------------------|-------------------------|
| Book                | Policy Manual           |
| Section             | 200 Pupils              |
| Title               | Graduation Requirements |
| Code                | 217                     |
| Status              | Second Reading          |
| Adopted             | October 27, 2014        |
| Last Revised        | September 23, 2019      |
| Prior Revised Dates | 3/29/2016               |

**Purpose**

The Board will acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by awarding diplomas or certificates at graduation ceremonies.

**Authority**

The Board shall adopt the graduation requirements students must achieve, which shall include course completion and grades, completion of a culminating project, local district assessments, and state assessments.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this Board.[\[1\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, and who has attended four (4) years of high school, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance. The student may receive a high school diploma when s/he completes his/her Individualized Education Program (IEP).[\[1\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)

The requirement for graduation shall be the completion of required assessments, work, and studies representing the instructional program assigned to grades 9 through 12, which shall be aligned with established academic standards.[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[11\]](#)

The Board requires that each candidate for graduation shall have earned 23.8 credits, in the following subject areas:

|              |                               |
|--------------|-------------------------------|
| 4 credits    | English                       |
| 4 credits    | Social Science                |
| 3 credits    | Mathematics                   |
| 3 credits    | Science                       |
| 2 credits    | Arts and Humanities           |
| 5 credits    | Electives                     |
| 2.8 credits  | Health and Physical Education |
| 23.8 credits | TOTAL CREDITS                 |

In addition to satisfactorily completing the credits set forth above, students in the Class of 2020 and beyond shall also be required to comply with the Keystone Exam requirements set forth herein in order to be eligible to graduate.

**Delegation of Responsibility**

The Superintendent or designee shall be responsible for the planning and execution of graduation ceremonies which appropriately mark this important achievement.

**Guidelines**

Accurate recording of each student's achievement of academic standards shall be maintained, as required by law and State Board regulations.[\[8\]](#)[\[15\]](#)[\[16\]](#)

Students shall be informed of graduation requirements they are expected to complete.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[11\]](#)

Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements.[\[8\]](#)

A student who has met the minimum requirements shall be eligible for a diploma and shall have the option of an early graduation or remaining in school to complete the senior year.

No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure, but s/he may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.[\[17\]](#)[\[18\]](#)

A list of all candidates for the award of a diploma shall be submitted to the Board for its approval.

**Keystone Exams**

For the Classes of 2020 and 2021, except as may be otherwise permitted by law, students will be required to take a Keystone Exam in each of the content areas listed below in order to be eligible for graduation: [\[1\]](#)[\[2\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)

Students in the Classes of 2020 and 2021 Required Exams: Algebra 1, Literature, Biology

*Class of 2022 and Beyond -*

Words in this section that have been defined by 24 PS. 1-121 shall have the meaning ascribed therein. [\[22\]](#)

For the Class of 2022 and beyond, except as may be otherwise permitted by law, there exist five (5) pathways to satisfying state required Keystone Exam graduation requirements for Algebra I, Literature and Biology:

1. Keystone Proficiency Pathway: A score of proficient or advanced on each of the Keystone Exams - Algebra I, Literature and Biology;
2. Keystone Composite Pathway: A satisfactory composite score on the Keystone Exams - Algebra I, Literature and Biology;
3. Alternate Assessment Pathway: Successful completion of locally established, grade-based requirements for academic content areas associated with each Keystone Exam on which the student did not receive at least a proficient score AND one of the following:
  - a. Attainment of an established score on an approved alternate assessment;
  - b. Attainment of at least the Gold Level on the ACT WorkKeys assessment;
  - c. Attainment of an established score on the Advanced Placement Program exam in an academic content area associated with each Keystone Exam on which the student did not achieve at least a proficient score;
  - d. Attainment of an established score on an International Baccalaureate Diploma Program exam in an academic content area associated with each Keystone Exam on which the student did not achieve at least a proficient score;
  - e. Successful completion of a concurrent enrollment course in an academic content area associated with each Keystone Exam on which student did not achieve at least a proficient score;
  - f. Successful completion of a pre-apprenticeship program; or
  - g. Acceptance into an accredited four-year nonprofit institution of higher education and evidence of the ability to enroll in a college-level, credit-bearing coursework.
4. Evidence Based Pathway: Successful completion of locally established, grade-based requirements for academic content areas associated with each Keystone Exam on which the student did not achieve at least a proficient score and demonstration of three (3) pieces of evidence that reflect readiness for meaningful postsecondary engagement consistent with the student's goals and career plan, which shall include:
  - a. One of the following:
    - i. Attainment of an established score on the ACT WorkKeys assessment;
    - ii. Attainment of an established score on a SAT Subject Test;
    - iii. Acceptance to an accredited nonprofit institution of higher education other than an accredited four-year nonprofit institution of higher education and evidence of the ability to enroll in college-level, credit-bearing course work;
    - iv. Attainment of an industry-recognized credential, as identified in the industry credential resource book or in the industry-based learning guidelines compiled by the PA Department of Education;
    - v. Attainment of an established score on an Advanced Placement Program exam;
    - vi. Attainment of an established score on an International Baccalaureate Diploma Program exam; or
    - vii. Successful completion of a concurrent enrollment course or a postsecondary course.
  - b. AND:
    - i. Two (2) additional pieces of evidence from a list established by the secretary and approved by the State Board of Education, which shall include, but not be limited to:
    - ii. Any additional items listed under section 4.a;
    - iii. Satisfactory completion of a service learning project that received advance approval for use as a rigorous and objective piece of evidence by the Superintendent or his designee. A service learning project shall include global, national, state, local or in-school projects as defined by the Department;
    - iv. Attainment of a score of proficient or advanced on a Keystone Exam;
    - v. A letter guaranteeing full-time employment;
    - vi. A certificate of successful completion of an internship, externship or cooperative education program; OR
    - vii. Satisfactory compliance with the National Collegiate Athletic Association's core courses for college-bound student athletes with a minimum GPA of 2.0 or the equivalent on an alternative grading scale.
5. CTE Pathway: Students in the Class of 2022 and beyond who are considered to be CTE Concentrators shall be deemed proficient if the student can meet all of the following requirements:



- a. Completes locally established grade-based requirements for academic content areas associated with each Keystone Exam on which the CTE Concentrator did not achieve proficiency. Completion of grade-based requirements in any science and technology and environment and ecology course shall satisfy the requirements for the academic content area associated with the Keystone Exam in Biology; AND
- b. Completes one of the following:
  - i. Attains an industry-based competency certification related to the CTE Concentrator's program of study; OR
  - ii. Demonstrates a high likelihood of success on an approved industry-based competency assessment or readiness for continued meaningful engagement in the CTE Concentrator's program of study as demonstrated by performance on benchmark assessments, course grades and other factors consistent with the CTE Concentrator's goals and career plan and determined for the CTE Concentrator by the Superintendent in consultation with an area vocational-technical school director or principal of a comprehensive high school. The determination shall be made no later than the end of eleventh grade, or, for a student enrolled in a one-year program, the end of the first semester of twelfth grade.
6. Completion of grade-based requirements in any science and technology and environment and ecology course shall satisfy the requirements for the academic content area associated with the Keystone Exam in Biology.
7. A student with a disability who satisfactorily completes a special education program developed by an individualized education program team under the Individuals with Disabilities Education Act that does not otherwise meet the requirements shall be granted and issued a regular high school diploma.
8. The locally established grade requirements shall be set forth by administrative regulation.
9. Established and composite scores shall be established by the Commonwealth, and shall be set forth in an administrative regulation.
10. In the event that a parent/guardian determines that a Keystone Exam is in conflict with his/her religious beliefs and desires his/her student to be excused from the Keystone Exam, the parent/guardian shall file a written request with the Superintendent that states the objection. In lieu of the Keystone Exam, the student shall complete the Alternative Assessment Pathway, the Evidence Based Pathway or the CTE Pathway to satisfy the requirement.

#### Diplomas for Veterans

In order to honor and recognize veterans who left high school prior to graduation to serve in **the Armed Forces of the United States of America** ~~World War II, Korea or Vietnam~~, the Board shall grant a diploma to a veteran who ~~completes the required application and~~ meets the following requirements:<sup>[4]</sup>

1. Was honorably discharged from the Armed Forces of the United States of America.
2. ~~Served in the United States military between September 16, 1940, and December 31, 1946 or between June 27, 1950 and January 30, 1955 or between February 28, 1961 and May 7, 1975.~~
3. ~~Attended high school between 1937 and 1946 during WWII or between 1947 and 1955 during the Korean Conflict or between 1958 and 1975 during the Vietnam War and would have been a member of the graduation class during 1941 through 1950 for WWII or 1951 through 1957 for the Korean Conflict and 1961 through 1975 for the Vietnam War, but did not graduate due to entry into military service.~~
4. 2. Is a current resident of this district or attended high school in this district or a predecessor of this district.
5. **3. Completes required application: 217AG1-Application for Diploma for Eligible Veterans.**

Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements. The Superintendent shall submit to the Board for its approval the names of veterans eligible for a high school diploma.

1. 22 PA Code 4.24
2. 22 PA Code 4.51
3. 22 PA Code 4.52
4. 24 P.S. 1611
5. 24 P.S. 1613
6. Pol. 102
7. Pol. 127
8. Pol. 212
9. 24 P.S. 1614
10. 22 PA Code 11.27
11. 22 PA Code 4.12
12. Pol. 113
13. 34 CFR 300.102
14. 34 CFR 300.305
15. Pol. 213
16. Pol. 216
17. Pol. 218
18. Pol. 233
19. 22 PA Code 4.4
20. 22 PA Code 4.51b
21. 22 PA Code 4.51c
22. 24 P.S. 121
- 22 PA Code 4.13
- 22 PA Code 11.4
- 22 PA Code 11.5
- 22 PA Code 11.8
- 34 CFR Part 300
- Pol. 100

WEST CHESTER AREA SCHOOL DISTRICT  
School Board Meeting  
December 16, 2019

**PERSONNEL COMMITTEE**

ACTION ITEMS

**Approval for the contract of employment for John T. Scully, Director of Business Affairs for the period beginning July 1, 2020 to June 30, 2026**

Approval is requested for the contract of employment for John T. Scully, Director of Business Affairs for the period beginning July 1, 2020 to June 30, 2026

*I so move.*

WEST CHESTER AREA SCHOOL DISTRICT  
*Property & Finance Committee*  
December 16, 2019 – ACTION ITEMS

**Approval of Revised Board Policy 705, Safety Second Reading**

Approval is requested for Revised Board Policy 700 Safety, Second Reading.

*I so move.*

**Approval of Revised Board Policy 709 Building Security, Second Reading**

Approval is requested for Revised Board Policy 709 Building Security, Second Reading.

*I so move.*

**Approval of Revised Board Policy 805 Emergency Preparedness, Second Reading**

Approval is requested for Revised Board Policy 805 Emergency Preparedness, Second Reading.

*I so move.*

**Approval of Revised Board Policy 805.1 Relations with Law Enforcement Agencies, Second Reading**

Approval is requested for Revised Board Policy 805.1 Relations with Law Enforcement Agencies, Second Reading.

*I so move.*

**Approval of New Board Policy 805.2 School Security Personnel, Second Reading**

Approval is requested for New Board Policy 805.2 School Security Personnel, Second Reading.

*I so move.*

**Approval of Updated 2019-20 Transportation Schedules**

Approval is requested for the following 2019-20 transportation schedules for public/private/parochial school students and authorization for the Transportation Department to make and changes when appropriate:

**On the Go Kids (Contract 1):**

- 55 bus routes both a.m. and p.m. for Special Education services and public/parochial/private schools
- 12 mid-day routes
- 18 aides

**Krapf Bus Company (Contract 2 & 3):**

- 137 bus routes both a.m. and p.m. for public/parochial/private schools
- 4 CAT Brandywine shuttle buses from the public high schools
- 9 late routes from non-public schools

I so move.

**Approval of ACT 1 Resolution to Publicize the District's Intent to Obtain PDE's Approval of Exceptions for the 2020-2021 Budget**

Approval is requested for the Resolution to publicize the District's intent to obtain PDE's approval of exceptions for the 2020-21 budget.

*I so move.*

**Approval of ACT 1 Resolution to Acknowledge Release of 2020-21 Preliminary Budget & to Advertise District's Intent to Adopt the 2020-2021 Budget at Least 10 Days Prior to Adoption**

Approval is requested for the Resolution to acknowledge release of the 2020-21 preliminary budget and to advertise the District's intent to adopt the 2020-21 budget at least 10 days prior to adoption.

*I so move.*

**Approval of ACT 1 Resolution for Inflation Index Budget Limit**

Approval is requested for the resolution for ACT 1 inflation index budget limit.

*I so move.*

**Approval of Capital Reserve Projects**

Approval is requested for Capital Reserve Projects not to exceed \$340,000.

*I so move.*

| Location           | Project                                          | Budget    |
|--------------------|--------------------------------------------------|-----------|
| Rustin H.S.        | Repairs to elevator                              | \$ 16,000 |
| Secondary Schools  | Repairs to stage rigging                         | \$100,000 |
| Henderson North    | Additional funds for softball field construction | \$100,000 |
| Mary C. Howse E.S. | Repairs to windows                               | \$ 30,000 |
| Peirce M.S.        | Install cellphone antenna system                 | \$ 60,000 |
| Peirce M.S.        | Family Consumer Science redesign                 | \$ 34,000 |
| Total              |                                                  | \$340,000 |



|               |                |
|---------------|----------------|
| Book          | Policy Manual  |
| Section       | 700 Property   |
| Title         | Safety         |
| Code          | 705            |
| Status        | Second Reading |
| Adopted       | August 1, 2015 |
| Last Reviewed | May 27, 2015   |

### **Purpose**

The Board recognizes that school district facilities must be maintained and operated in a condition that is safe for students, staff, and visitors.

### **Authority**

The Board directs **the district to provide facilities and equipment deemed necessary for the safe conduct of the educational programs and operations of the schools, including the provision of protective devices where needed for safety purposes.** ~~that a school district-wide safety program shall be maintained to ensure a safe and secure environment for all students, staff, and visitors as well as to protect school district buildings, equipment, and property. The safety program shall provide: instruction for students and staff in safety and accident prevention; protective devices where they are required for safety; and suitable and safe equipment necessary for the conduct of the educational programs and operation of the schools.~~

### **Delegation of Responsibility**

~~The Superintendent or his/her designee shall prepare rules governing school safety and prevention of accidents and fire, which shall include the requirements of law and applicable regulations of various departments of state or federal government.~~

**The Superintendent or his/her designee shall annual review and evaluate district safety rules and plans.**

The Superintendent or his/her designee shall develop a memorandum of understanding with local police departments. The memorandum of understanding will be renewed every two (2) years.[1]

**Administrators shall ensure that all staff and students are informed of safety rules at the beginning of the school year.**

~~The Superintendent or his/her designee shall ensure curriculum to instruct students in safety and fire prevention, provide required drills to instruct students in safety procedures, and review and evaluate annually school district safety rules and plans.~~[2][3][4]

~~The Superintendent or his/her designee shall review periodically with the Board all procedures and rules dealing with the safety of students and staff and safe operation of school facilities.~~

## **Guidelines**

### Certified Safety Committee

A safety committee shall be established to promote the school district's goals concerning safe schools. Members will be appointed by the Superintendent or his/her designee and will consist of all members of the Superintendent's Cabinet. [\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

It shall be the responsibility of the safety committee to:

1. Evaluate the current school district safety program.
2. Conduct periodic inspections to locate and identify safety and health hazards.
3. Review incident and accident report and investigation forms.
4. Evaluate for effectiveness newly implemented safety equipment and health and safety procedures.

The safety committee shall meet periodically, and minutes shall be taken and maintained.

All decisions of the committee shall be by majority vote of members present.

The Superintendent or his/her designee shall ensure that all committee members are adequately trained.

|       |                               |
|-------|-------------------------------|
| Legal | 1. Pol. 805.1                 |
|       | 2. 24 P.S. 1517               |
|       | 3. 24 P.S. 1518               |
|       | 4. Pol. 805                   |
|       | 5. 24 P.S. 223                |
|       | 6. 34 PA Code 129.1001 et seq |
|       | 7. 72 P.S. 1722-J             |
|       | 8. 77 P.S. 1038.2             |
|       | 24 P.S. 510                   |





|               |                   |
|---------------|-------------------|
| Book          | Policy Manual     |
| Section       | 700 Property      |
| Title         | Building Security |
| Code          | 709               |
| Status        | Second Reading    |
| Adopted       | August 1, 2015    |
| Last Reviewed | May 27, 2015      |

### **Purpose**

The Board recognizes the need to maintain security of school facilities for reasons of safety, vandalism and theft.

### **Delegation of Responsibility**

~~Toward this end, a program of b~~Building security shall be administered **coordinated** by the **School Safety and Security Coordinator**, Superintendent or his/her designee, with the cooperation of **district administrators**, building principals **and district staff**. The need for access shall be the underlying principle in determining who will have access cards and keys to school properties.

The Superintendent or his/her designee shall determine who is entitled to authorized access to district building(s) and who may have after hours access to district facilities.

### **Guidelines**

After the start of the school day, access to the building shall be limited to one entrance. All other entrances shall be locked.

Access to school buildings and grounds shall be established in accordance with the following guidelines:

#### Unlimited Access (All Buildings 24 Hours/7 Days a Week)

1. Superintendent.
2. Assistant Superintendent.
3. Directors.
4. Supervisor of Buildings and Grounds.
5. Custodial Supervisors, Quality Control Specialists and Floating Head Custodian.

6. Facilities and Operations Coordinators.
7. Police forces with jurisdiction in the district.
8. Construction Managers.
9. Security Personnel.

#### Limited Access (Building Level)

1. Building principals to assigned building.
2. Head building custodians to assigned building.
3. Extracurricular sponsors or supervisors to assigned building.
4. Building custodians.
5. Food service employees.
6. Educational Coordinators.
7. Technology Coordinators.
8. Mechanics ~~I, II and III.~~

A log of employees with access codes and building keys shall be maintained in the office of the Superintendent or a designee.

Each building principal shall maintain a log of building employees with access codes and building keys.

A set of master and/or duplicate access cards and keys shall be kept in the custody of the Superintendent or his/her designee and maintained in a safe and secured location.

After hours entry to school buildings shall be controlled by the custodian on duty.

Entry to a school building shall be prohibited when a person authorized as a district representative for the building is not present.

#### Keys to Interior Doors

It is essential for complete building and room security that keys are only held and used by authorized persons. The following rules must be observed in order to maintain maximum protection in those instances that keys to interior doors are issued to staff members:

1. Access cards or keys may not be given to students at any time.

#### Vandalism Protection

School buildings constitute one of the greatest investments of the community. It is in the best interest of the public to protect that investment adequately.

Measures shall be taken by the administration to secure buildings and grounds against trespass and vandalism.

Legal

24 P.S. 510

Pol. 705

Pol. 805.1

Pol. 907



|               |                        |
|---------------|------------------------|
| Book          | Policy Manual          |
| Section       | 800 Operations         |
| Title         | Emergency Preparedness |
| Code          | 805                    |
| Status        | Second Reading         |
| Adopted       | August 1, 2015         |
| Last Reviewed | July 27, 2015          |

### **Purpose**

The Board recognizes its responsibility to safeguard the health and welfare of district students and employees. Therefore, the Board shall provide the facilities, equipment, and training necessary to minimize the effects of all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, terrorism, communicable diseases, and pandemics. Advance planning and comprehensive implementation are key components in ensuring the protection of the school community.

### **Authority**

The district, in cooperation with the county Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements. [\[1\]](#)[\[2\]](#)

The Superintendent shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education.

The Superintendent shall ensure that emergency and evacuation drills are conducted, minimally at intervals required by state law. [\[2\]](#)[\[3\]](#)[\[4\]](#)

### **Definitions**

**School security drill – a planned exercise, other than a fire drill or natural disaster drill, designed to practice procedures to respond to an emergency situation that may include, but is not limited to, an act of terrorism, armed intruder situation or other violent threat.** [\[5\]](#)

**School Safety and Security Assessment – a strategic evaluation of a school entity’s facilities and programs used to identify potential safety and security threats.** [\[7\]](#)

### **Delegation of Responsibility**

The Superintendent or his/her designee shall collaborate with relevant stakeholders, including parents/guardians, staff, community agencies, and first responders, during the development and implementation of the emergency preparedness plan.

District staff shall be trained to assist in implementing the emergency preparedness plan.

The Superintendent or his/her designee shall implement a communication system to notify parents/guardians of the evacuation of students and to alert the entire school community when necessary.

Annually, by April 10, the Superintendent shall certify that emergency and evacuation drills have been conducted in the manner prescribed by law.[\[3\]](#)

In accordance with state law and regulations, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over school property.[\[5\]](#)[\[6\]](#)[\[7\]](#)

**The Superintendent or designee shall periodically complete a School Safety and Security Assessment in accordance with the provisions of law.**

### **Guidelines**

The emergency preparedness plan shall be maintained in each district building; be reviewed at least annually; and be modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency, each local police department, and each local fire department that have jurisdiction over school property. The fact that an emergency preparedness plan exists shall be communicated to students, parents/guardians, the community, and other relevant stakeholders.[\[1\]](#)[\[2\]](#)[\[8\]](#)

Annually, by September 30, the district shall assemble information required by state law to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.[\[1\]](#)[\[7\]](#)

### **Continuity of Student Learning/Core Operations**

In the event of an emergency, local, county, or state officials may require that schools be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county, or state officials may also utilize district-owned buses and other transportation vehicles, if any.[\[2\]](#)

The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences. Such alternatives may include:

1. Web-based district instruction;
2. Telephone trees;
3. Mailed lessons and assignments; and/or
4. Instruction via local television or radio stations.

The continuity of core operations such as payroll and ongoing communication with students and parents/guardians shall be an essential part of the emergency preparedness plan.

### **Education and Training**

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.

Effective infection control and prevention **education and** procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.[9]

**The district shall provide mandatory training to school employees on school safety and security based on the district's needs and in accordance with law. Training shall address any combination of one (1) or more of the following areas:[18][19][20]**

1. **Situational awareness.**
2. **Trauma-informed approaches.[20]**
3. **Behavioral health awareness.**
4. **Suicide and bullying awareness.[21][22]**
5. **Substance use awareness.[23][24]**
6. **Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.[25]**
7. **Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.**

**Employees are required to complete a minimum of three (3) hours of training every five (5) years.**

#### Required Drills

##### **Emergency Preparedness Drill-**

**The Board directs**~~At least annually, all district schools shall~~ **to** conduct a disaster response or emergency preparedness plan drill **at least annually, in accordance with the provisions of law.** [2]

##### **Fire Drills-**

**The Board directs each district school to conduct** ~~Fire drills shall be conducted~~ **at least once a month during the school year, in accordance with the provisions of law.**[3][4]

##### **School Security Drills-**

**The Board directs each district school to conduct a school security drill within ninety (90) days of the beginning of each school year. The school security drill shall be conducted while school is in session, with students present.**[5]

**The school security drill may take the place of a fire drill for the month in which it is conducted.**

**The Superintendent or designee may conduct additional school security drills in district schools after the first ninety (90) days of the school year. Up to two (2) additional school security drills per school year may be conducted in place of the required fire drills for the month in which they are conducted.**

**The Superintendent or designee shall:[5]**

1. **Oversee instruction and training of students and school employees in procedures for conducting school security drills and responding to emergency situations.**
2. **Notify and request assistance from local law enforcement and the emergency management agency prior to conducting a school security drill.**
3. **Notify parents/guardians of the students attending the school building where the school security drill is scheduled in advance of conducting the drill.**












### ***Bus Evacuation Drills -***

Bus evacuation **and safety** drills shall be conducted ~~twice a year~~, in accordance with **the provisions of law.**

### **Safe2Say Something Program**

**The Board directs the Superintendent or designee to develop procedures for assessing and responding to reports received from the Safe2Say Something anonymous reporting program, in accordance with law. The procedures shall establish a framework within which district administration and staff will respond to program reports, coordinate with the county emergency dispatch center(s) and local law enforcement, and provide appropriate assessment and response for the safety and security of students, staff and school facilities.**

Legal

-  1. 22 PA Code 10.24
-  2. 35 Pa. C.S.A. 7701
-  3. 24 P.S. 1517
-  4. 24 P.S. 1518
-  5. 24 P.S. 1303-A
-  6. 22 PA Code 10.11
-  7. Pol. 805.1
-  8. 24 P.S. 1302.1-A
-  9. Pol. 203.1
-  Pol. 810
-  Pol. 909



|               |                                         |
|---------------|-----------------------------------------|
| Book          | Policy Manual                           |
| Section       | 800 Operations                          |
| Title         | Relations With Law Enforcement Agencies |
| Code          | 805.1                                   |
| Status        | Second Reading                          |
| Adopted       | August 1, 2015                          |
| Last Reviewed | July 27, 2015                           |

### **Purpose**

The Board recognizes that cooperation with law enforcement agencies is considered essential for protecting students and staff, maintaining a safe environment in schools, and safeguarding district property.

### **Authority**

It shall be the policy of the Board to establish and maintain a cooperative relationship between the school district and local police departments in **maintaining school safety and security; responding to school safety and security reports; and** the reporting and resolution of incidents that occur on school property, at any school-sponsored activity, or on any conveyance providing transportation to or from a school or school-sponsored activity.[\[1\]](#)[\[2\]](#)

The Board directs the Superintendent to execute and update, on a biennial basis, a memorandum of understanding with each local police department that has jurisdiction over school property in accordance with state law and regulations.[\[1\]](#)[\[3\]](#)

### **Definitions**

**Incident** - an instance involving an act of violence; the possession of a weapon by any person; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco by any person on school property; or conduct that constitutes an offense listed under the Safe Schools Act.[\[1\]](#)[\[4\]](#)[\[5\]](#)

**Extracurricular activities** - for purposes of this policy, extracurricular activities shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate. The term includes both curriculum and non-curriculum related extracurricular activities.  
[25]

### **Guidelines**



## Memorandum of Understanding

In accordance with state law and regulations, the Superintendent shall execute and update, every two (2) years, a memorandum of understanding with each local police department that has jurisdiction over school property. The memorandum of understanding shall be signed by the Superintendent, police chief, and each building principal, and be filed with the Office for Safe Schools.[\[1\]](#)[\[3\]](#)

In developing and updating the memorandum of understanding, the district shall consult and consider the State Board of Education model memorandum of understanding. If the district's memorandum of understanding with local law enforcement contains substantive differences from the State Board of Education model memorandum of understanding, the Superintendent shall provide a written statement which identifies the differences and the reasons for the differences as part of the biennial filing with the Office for Safe Schools.[\[1\]](#)[\[3\]](#)

The memorandum of understanding shall comply with state law and regulations and set forth procedures to be followed regarding incidents that include, but are not limited to, acts of violence, possession or use of weapons, terroristic threats, possession, sale or distribution of controlled substances, alcohol, and tobacco.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)

The memorandum of understanding may specify other matters related to crime prevention mutually agreed upon by the Superintendent and the local police department(s) that has jurisdiction over the school property(ies).[\[1\]](#)

## Students With Disabilities

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques, and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)

## Training

**The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training related to subjects that enhance understanding of and build positive relationships with students, which may include but not be limited to training on trauma-informed approaches, restorative practices, suicide awareness and prevention, child abuse recognition and reporting, maintaining confidentiality of students' personally identifiable information and maintaining professional adult/student boundaries.**

## Referral to Law Enforcement

The Superintendent or his/her designee shall immediately report required incidents and, at his/her sole discretion, may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[\[1\]](#)[\[4\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[14\]](#)[\[16\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)[\[23\]](#)[\[24\]](#)

## Safe Schools Report

Annually, the Superintendent shall report on the designated form, to the Office for Safe Schools, all new incidents as required by state law.[\[1\]](#)

Prior to submitting the Safe Schools report, the Superintendent and each police department having jurisdiction over school property shall do all of the following:

1. No later than thirty (30) days prior to the deadline for submitting the Safe Schools report to the Office for Safe Schools, the Superintendent shall submit the report to the police department that has jurisdiction over the relevant school property or location of incident. The police department shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects police incident data.
2. No later than fifteen (15) days prior to the deadline for the Superintendent to submit the report to the Office for Safe Schools, the police department shall notify the Superintendent, in writing, whether the report accurately reflects police incident data. Where the police department determines that the report accurately reflects police incident data, the chief of police shall sign the report. Where the police department determines that the report does not accurately reflect police incident data, the police department shall indicate any discrepancies between the report and police incident data.
3. Where a police department fails to take action as required above, the Superintendent shall submit the report to the Office for Safe Schools and indicate that the police department failed to take the required action.

Legal

1. 24 P.S. 1303-A
2. 22 PA Code 10.1
3. 22 PA Code 10.11
4. 22 PA Code 10.2
5. 35 P.S. 780-102
6. Pol. 218
7. Pol. 218.1
8. Pol. 218.2
9. Pol. 222
10. Pol. 227
11. 22 PA Code 10.23
12. 22 PA Code 14.104
13. Pol. 113
14. Pol. 113.2
15. 22 PA Code 14.133
16. 24 P.S. 1302.1-A
18. 22 PA Code 10.21
19. 22 PA Code 10.22
20. Pol. 103.1
21. Pol. 113.1
22. Pol. 323
23. Pol. 351
24. Pol. 904
25. Pol. 122
- 22 PA Code 10.24
- Pol. 909



|         |                           |
|---------|---------------------------|
| Book    | Policy Manual             |
| Section | 800 Operations            |
| Title   | School Security Personnel |
| Code    | 805.2                     |
| Status  | Second Reading            |

### **Authority**

The Board shall employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.

### **Definitions**

**School security personnel** - school police officers, school resource officers and school security guards.[\[1\]](#)

**School Resource Officer (SRO)** - a law enforcement officer commissioned and employed by a law enforcement agency whose duty station is located in the district and whose stationing is established by an agreement between the law enforcement agency and the district.[\[1\]](#)

**Independent contractor** - an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the district for the purpose of performing school security services.[\[1\]](#)

**Third-party vendor** - a company or entity approved by the Office for Safe Schools of the PA Department of Education or the PA Commission on Crime and Delinquency that provides school security services in accordance with law.[\[1\]](#)

### **Delegation of Responsibility**

The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law.[\[2\]](#)

The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:[\[2\]](#)

1. Oversee all school police officers **or contract agreements with local police** and School Resource Officers (SROs).
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide and bullying, substance

abuse, and emergency procedures and training drills, including fire, natural disaster, active shooter, hostage situation, bomb threat, **and all hazard disasters**.<sup>[3][4][5][6][7][8][9]</sup>

4. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
5. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
6. Coordinate School Safety and Security Assessments and respond to School Safety and Security surveys, as applicable.<sup>[8][10]</sup>

By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.<sup>[2][11]</sup>

The Board directs the School Safety and Security Coordinator to include the following information in the annual report:

1. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
2. Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district.<sup>[12]</sup>
3. Office for Safe Schools reports for the previous year(s) and/or data collected to date for the current year.
4. Updates regarding the district's Memorandum of Understanding with local law enforcement agencies.<sup>[13]</sup>
5. Updates to laws, regulations and/or Board policies related to school safety and security.
6. Information on grants or funding applied for and/or received in support of school safety and security efforts.

A copy of the report shall be submitted to the state's School Safety and Security Committee.<sup>[2]</sup>

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

School security personnel shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor or third-party vendor approved by the Board.

## **Guidelines**

### School Police Officers

The district shall contract with local law enforcement or a third party vendor for police coverage in its buildings and apply to the appropriate court for appointment and powers of authority, in accordance with the provisions of law.<sup>[1][14][15][16][17][18]</sup>

School Resource Officers (SROs).

The district shall establish an agreement with **local municipal governments or third party vendors**, in accordance with the provisions of law, for the assignment of a School Resource Officer(s) to specified district schools. [1][28]

The agreement shall address the powers and duties conferred on SROs, which shall include but not be limited to: [29].

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.
2. ~~Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.~~
3. Develop and educate students in crime prevention and safety.
4. Train students in conflict resolution, restorative justice and crime awareness.
5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.
6. ~~Develop or expand community justice initiatives for students.~~
7. Other duties as agreed upon between the district and municipal agency.

SROs shall successfully complete required training, in accordance with law. [29].

## Legal

1. 24 P.S. 1301-C
2. 24 P.S. 1309-B
3. Pol. 146
4. Pol. 227
5. Pol. 236
6. Pol. 249
7. Pol. 351
8. Pol. 805
9. Pol. 819
10. 24 P.S. 1305-B
11. Pol. 006
12. Pol. 235.1
13. Pol. 805.1
14. 24 P.S. 1302-C
15. 24 P.S. 1310-C
16. 24 P.S. 1311-C
17. Pol. 304
18. Pol. 818
19. 24 P.S. 1303-C
20. 24 P.S. 1304-C
21. 24 P.S. 1305-C
22. 22 PA Code 10.23
23. 22 PA Code 14.104
24. 22 PA Code 14.133
25. Pol. 113.2
26. 24 P.S. 1306-C
27. 24 P.S. 1307-C
28. Pol. 909
29. 24 P.S. 1313-C
30. 24 P.S. 1314-C
31. Pol. 907
32. 24 P.S. 1309-C
33. 42 Pa. C.S.A. 8953
34. 53 Pa. C.S.A. 2303
- 53 Pa. C.S.A. 2301 et seq
- Pol. 705
- Pol. 709

# WEST CHESTER AREA SCHOOL DISTRICT

## Resolution

### To Publicize the District's Intent to Obtain the Pennsylvania Department of Education's Approval of Exceptions for the 2020-2021 Budget

**Whereas**, 53 P.S. § 6926.333 requires a referendum to increase certain taxes; and

**Whereas**, 53 P.S. § 6926.333(f) provides exceptions to the referendum requirement; and

**Whereas**, a school district that seeks to increase the rate of tax based on an exception set forth in 53 P.S. § 6926.333(f) is required to obtain the approval of the Pennsylvania Department of Education ("Department") before imposing the tax increase; and

**Whereas**, 53 P.S. § 6926.333(j) requires that a school district seeking to increase the rate of tax based on an exception set forth in 53 P.S. § 6926.333(f) shall publish in a newspaper of general circulation and on the district's publicly accessible Internet site, if one is maintained, notice of its intent to seek Department approval at least one week prior to submitting its request to the Department; and

**Whereas**, the West Chester Area School District ("District") will seek to increase the rate of tax based on an exception or exceptions set forth in 53 P.S. § 6926.333(f); and

**Whereas**, the deadline for the District to seek approval from the Department to increase the rate of tax based on an exception or exceptions set forth in 53 P.S. § 6926.333(f) is February 13, 2020; and

**Whereas**, the deadline for the District to publish notice of its intent to seek approval from the Department to increase the rate of tax based on an exception or exceptions set forth in 53 P.S. § 6926.333(f) is February 6, 2020; and

**Now Therefore be it RESOLVED**, this 16th day of December, 2019 by the West Chester Area School District School Board, that it approves the publication, in a newspaper of general circulation and on the District's publicly accessible Internet site, notice of the District's intent to seek Department approval to increase the rate of tax based on an exception or exceptions set forth in 53 P.S. § 6926.333(f), at least one week prior to seeking such approval, but not later than February 6, 2020.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

By: \_\_\_\_\_

Secretary

President



# WEST CHESTER AREA SCHOOL DISTRICT

## Resolution

### To Acknowledge Release of the 2020-21 Preliminary Budget and to Advertise The District's Intent to Adopt the 2020-21 Preliminary Budget at Least Ten (10) Days Prior to Adoption

**Whereas**, the deadline for the West Chester Area School District to adopt the 2020-21 preliminary budget pursuant to 53 P.S. § 6926.311(a), is January 29, 2019; and

**Whereas**, 53 P.S. § 6926.311(c) requires that the West Chester Area School District School Board print its 2020-21 proposed preliminary budget and make it available for public inspection at least twenty (20) days prior to its adoption; and

**Whereas**, 53 P.S. § 6926.311(c) requires that the West Chester Area School District School Board provide public notice of its intent to adopt the 2020-21 preliminary budget at least ten (10) days prior to adoption; and

**Now Therefore be it RESOLVED**, this 16th day of December, 2019 by the West Chester Area School District School Board, that:

1. The School Board will print its 2020-21 proposed preliminary budget and make it available for public inspection prior to or on January 6, 2020.
2. The School Board approves the advertisement of public notice of its intent to adopt the 2020-21 preliminary budget at least ten (10) days prior to adoption.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_

\_\_\_\_\_  
President

# **WEST CHESTER AREA SCHOOL DISTRICT**

## **Resolution for Act 1 Inflation Index Budget Limit**

WHEREAS, The "Taxpayer Relief Act", Act 1 of 2006, 53 P.S. §6926.101 *et seq.*, as amended, requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education certain referendum exceptions;

WHEREAS, Act 1 permits a board of school directors to elect to adopt a resolution, as set forth in 53 P.S. § 6926.311(d), indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than January 9, 2020;

WHEREAS, the West Chester Area School District index for the 2020-2021 fiscal year is 2.6%;

WHEREAS, the West Chester Area School District Board of School Directors has made the decision that it shall not raise the rate of any tax for the support of the West Chester Area School District for the 2020-2021 fiscal year by more than its index.

AND NOW, on this 16th day of December 2019, it is hereby RESOLVED by the West Chester Area School District ("District") Board of School Directors ("Board") that:

1. The Board certifies that it will not increase any school district tax for the 2020-2021 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code ("School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budgets.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget for the 2020-2021 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the

District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five (5) days after the Board's adoption of this Resolution.

5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five (5) days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under 53 P.S. § 6926.333(f) and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2020-2021 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of 53 P.S. § 6926.311. Provided, however:
  - a. The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
  - b. Within ten (10) days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
  - c. If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of 53 P.S. § 6926.311.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

**WEST CHESTER AREA SCHOOL DISTRICT**

**December 16, 2019 SCHOOL BOARD MEETING**

**CONSENT AGENDA RESOLUTION**

**Approval of School Board Treasurer's Report and Statement of Disbursements  
Summary Schedule for the Period of November 1, 2019 to November 30, 2019**

The Treasurer's Report includes the schedules of the School District's cash balances for the General Fund, Activity/Trust Funds, and Cafeteria Fund; the investments schedule for the General Fund, Capital Reserve and Capital Project Funds; the schedule of disbursements for all funds, and the debit memos and check register for all funds. The Statement of Disbursements Summary Lists total expenditures by fund for the period.

Approval is requested for the Treasurer's Report and the disbursements listed on the Statement of Disbursements Summary for the period of November 1 to November 30, 2019 totaling \$23,358,546.85.

I so move.

*The Treasurer's Report is available in its entirety on the business office webpage and in the Board Meeting packet posted on School Board webpage at [www.wcasd.net](http://www.wcasd.net). Please contact the School Board Secretary for any hard copies of the report.*

John T. Scully  
School Board Treasurer

WEST CHESTER AREA SCHOOL DISTRICT  
CASH BALANCE STATEMENT  
November 30, 2019

CASH BALANCE OCTOBER 31, 2019 \$ 24,605,337.03

RECEIPTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019

|                                                      |    |               |    |                      |
|------------------------------------------------------|----|---------------|----|----------------------|
| GENERAL FUND                                         | \$ | 16,917,178.24 |    |                      |
| CAPITAL RESERVE FUND                                 | \$ | 10,736.14     |    |                      |
| CAPITAL RESERVE FUND- FACILITIES                     | \$ | -             |    |                      |
| CAPITAL PROJECTS FUND                                | \$ | 1,500,000.00  |    |                      |
| SPECIAL REVENUE FUND-ATHLETICS                       | \$ | 1,000.00      |    |                      |
| TRUST FUNDS                                          | \$ | 169,082.50    |    |                      |
|                                                      |    |               |    |                      |
| TOTAL RECEIPTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019  |    |               | \$ | <u>18,597,996.88</u> |
|                                                      |    |               |    |                      |
| AVAILABLE FUNDS NOVEMBER 1, 2019 - NOVEMBER 30, 2019 |    |               | \$ | 43,203,333.91        |

DISBURSEMENTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019

CHECKS & EFT'S APPROVED DECEMBER 16, 2019 ck #40072010-40072189,ck #40072190-40072328,ck #40072329-40072483,ck #40072484-40072586,eft #V1003446-V1003470,eft #V1003471-V1003484,eft #V1003485-V1003509,eft #V1003510-V1003530

|                                | <u>CHECKS</u>       | <u>EFT'S</u>      |  | <u>TOTAL</u>        |
|--------------------------------|---------------------|-------------------|--|---------------------|
| GENERAL FUND                   | 6,751,664.83        | 262,015.77        |  | 7,013,680.60        |
| CAPITAL RESERVE FUNDS          | 250,097.86          | 4,911.62          |  | 255,009.48          |
| CAPITAL PROJECTS FUND          | 682,130.49          | 216,257.76        |  | 898,388.25          |
| SPECIAL REVENUE FUND-ATHLETICS | 6,076.55            | -                 |  | 6,076.55            |
| TRUST FUNDS                    | 3,287.46            | -                 |  | 3,287.46            |
| TOTAL                          | <u>7,693,257.19</u> | <u>483,185.15</u> |  | <u>8,176,442.34</u> |

VOIDS AND OTHER DISBURSEMENTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019

|                                | <u>VOIDS</u>       | <u>DEBIT MEMOS</u>   | <u>INVESTMENTS</u> | <u>TOTAL</u>         |
|--------------------------------|--------------------|----------------------|--------------------|----------------------|
| GENERAL FUND                   | (54,642.90)        | 14,826,316.17        | -                  | 14,771,673.27        |
| CAPITAL RESERVE FUND           | -                  | -                    | -                  | -                    |
| CAPITAL PROJECTS FUND          | -                  | -                    | -                  | -                    |
| SPECIAL REVENUE FUND-ATHLETICS | (130.00)           | -                    | -                  | (130.00)             |
| TRUST FUNDS                    | -                  | -                    | -                  | -                    |
| TOTAL                          | <u>(54,772.90)</u> | <u>14,826,316.17</u> | <u>-</u>           | <u>14,771,543.27</u> |

TOTAL DISBURSEMENTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019

|                                | <u>CHECKS/VOIDS</u> | <u>EFT'S/DEBIT MEMOS</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>         |
|--------------------------------|---------------------|--------------------------|--------------------|----------------------|
| GENERAL FUND                   | 6,697,021.93        | 15,088,331.94            | -                  | 21,785,353.87        |
| CAPITAL RESERVE FUND           | 250,097.86          | 4,911.62                 | -                  | 255,009.48           |
| CAPITAL PROJECTS FUND          | 682,130.49          | 216,257.76               | -                  | 898,388.25           |
| SPECIAL REVENUE FUND-ATHLETICS | 5,946.55            | -                        | -                  | 5,946.55             |
| TRUST FUNDS                    | 3,287.46            | -                        | -                  | 3,287.46             |
| TOTAL                          | <u>7,638,484.29</u> | <u>15,309,501.32</u>     | <u>-</u>           | <u>22,947,985.61</u> |

CASH BALANCE NOVEMBER 30, 2019 \$ 20,255,348.30

WEST CHESTER AREA SCHOOL DISTRICT  
DISBURSEMENT APPROVAL REPORT  
NOVEMBER 30, 2019

|                                | <u>VOIDS</u> | <u>DEBIT MEMOS</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|--------------|--------------------|--------------------|---------------|
| GENERAL FUND                   | (54,642.90)  | 14,826,316.17      | -                  | 14,771,673.27 |
| CAPITAL RESERVE FUND           | -            | -                  | -                  | -             |
| CAPITAL PROJECTS FUND          | -            | -                  | -                  | -             |
| SPECIAL REVENUE FUND-ATHLETICS | (130.00)     | -                  | -                  | (130.00)      |
| TRUST FUNDS                    | -            | -                  | -                  | -             |
| TOTAL                          | (54,772.90)  | 14,826,316.17      | -                  | 14,771,543.27 |

CHECKS & EFT'S APPROVED DECEMBER 16, 2019 ck #40072010-40072189,ck #40072190-40072328,ck #40072329-40072483,ck #40072484-40072586,eft #V1003446-V1003470,eft #V1003471-V1003484,eft #V1003485-V1003509,eft #V1003510-V1003530

|                                | <u>CHECKS</u> | <u>EFT'S</u> | <u>TOTAL</u> |
|--------------------------------|---------------|--------------|--------------|
| GENERAL FUND                   | 6,751,664.83  | 262,015.77   | 7,013,680.60 |
| CAPITAL RESERVE FUND           | 250,097.86    | 4,911.62     | 255,009.48   |
| CAPITAL PROJECTS FUND          | 682,130.49    | 216,257.76   | 898,388.25   |
| SPECIAL REVENUE FUND-ATHLETICS | 6,076.55      | -            | 6,076.55     |
| TRUST FUNDS                    | 3,287.46      | -            | 3,287.46     |
| TOTAL                          | 7,693,257.19  | 483,185.15   | 8,176,442.34 |

TOTAL DISBURSEMENTS FOR APPROVAL DECEMBER 16, 2019

|                                | <u>CHECKS/<br/>VOIDS</u> | <u>DEBIT MEMOS/<br/>EFT'S</u> | <u>INVESTMENTS</u> | <u>TOTAL</u>  |
|--------------------------------|--------------------------|-------------------------------|--------------------|---------------|
| GENERAL FUND                   | 6,697,021.93             | 15,088,331.94                 | -                  | 21,785,353.87 |
| CAPITAL RESERVE FUND           | 250,097.86               | 4,911.62                      | -                  | 255,009.48    |
| CAPITAL PROJECTS FUND          | 682,130.49               | 216,257.76                    | -                  | 898,388.25    |
| SPECIAL REVENUE FUND-ATHLETICS | 5,946.55                 | -                             | -                  | 5,946.55      |
| TRUST FUNDS                    | 3,287.46                 | -                             | -                  | 3,287.46      |
| TOTAL                          | 7,638,484.29             | 15,309,501.32                 | -                  | 22,947,985.61 |

## INVESTMENT BALANCE STATEMENT

Page 3

**END-OF-MONTH: November 30, 2019**

| INSTRUMENT                                     | INSTITUTION                                     | PURCHASE DATE | DUE DATE | % RATE | PREVIOUS Mo. Balance  | INTEREST MONTH | AMOUNT                |
|------------------------------------------------|-------------------------------------------------|---------------|----------|--------|-----------------------|----------------|-----------------------|
| <b><u>GENERAL FUND</u></b>                     |                                                 |               |          |        |                       |                |                       |
| PSDLAF-General Fund Acct.                      | PSDMAX-9101063                                  |               | *        | 1.41%  | 6,798,412.24          | 8,216.17       | 6,322,845.18          |
| INVEST-Tax Appeals Fund                        | INVEST 4-001                                    |               | *        | 1.82%  | 283,359.58            | 435.41         | 283,794.99            |
| CRIMs General Fund                             | Fulton Financial                                |               | *        |        | <u>146,794,288.13</u> | 292,644.11     | <u>139,086,932.24</u> |
|                                                | <i>TOTAL GENERAL FUND AT INTEREST =</i>         |               |          |        | 153,876,059.95        |                | 145,693,572.41        |
| <b><u>CAPITAL RESERVE FUND</u></b>             |                                                 |               |          |        |                       |                |                       |
| WT Maint. Escrow 164-46                        | PLGIT/ARM Escr 164-46                           | 6/2/10        | *        | 1.67%  | 4,013.33              | 112.68         | 4,126.01              |
| East Bradford Escrow 164-54                    | PLGIT/ARM 164-54                                | 7/2/13        | *        | 1.67%  | 4,107.65              | 116.01         | 4,223.66              |
| WWT Maint. Escrow 164-60                       | PLGIT/ARM 164-60                                | 4/25/16       | *        | 1.67%  | 46,652.65             | 1,395.47       | 48,048.12             |
| G.O.B. Series of 2019 164-68                   | PLGIT/ARM 164-68                                | 8/27/19       | *        | 1.67%  | 59,613.01             | 46,332.62      | 105,945.63            |
| CRIMs Capital Projects                         | Fulton Financial                                |               | *        |        | <u>18,881,362.54</u>  | 55,734.60      | <u>18,937,097.14</u>  |
|                                                | <i>TOTAL CAPITAL RESERVE FUND AT INTEREST =</i> |               |          |        | 18,995,749.18         |                | 19,099,440.56         |
| <b><u>CAPITAL PROJECT FUND INVESTMENTS</u></b> |                                                 |               |          |        |                       |                |                       |
| WT Maint. Escrow 164-46                        | PLGIT/ARM Escr 164-46                           | 6/2/10        | *        | 1.67%  | 78,000.00             |                | 78,000.00             |
| East Bradford Escrow 164-54                    | PLGIT/ARM 164-54                                | 7/2/13        | *        | 1.67%  | 80,328.50             |                | 80,328.50             |
| WWT Maint. Escrow 164-60                       | PLGIT/ARM 164-60                                | 4/25/16       | *        | 1.67%  | 968,991.10            |                | 968,991.10            |
| G.O.B. Series of 2019 164-68                   | PLGIT/ARM 164-68                                | 8/27/19       | *        | 1.67%  | <u>34,505,791.86</u>  |                | <u>33,005,791.86</u>  |
|                                                | <i>TOTAL CAPITAL PROJECT FUND AT INTEREST =</i> |               |          |        | 35,633,111.46         |                | 34,133,111.46         |

\*Investment Accounts with Average % Yield for the period

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40072010     | 11/05/2019 | 093349        | 21ST CENTURY CYBER CHARTER        | \$19,445.54        |
|              | 40072011     | 11/05/2019 | 1007051       | ACE HARDWARE                      | \$42.55            |
|              | 40072012     | 11/05/2019 | 1001574       | AG INDUSTRIAL, INC.               | \$102.86           |
|              | 40072013     | 11/05/2019 | 1003432       | AHOLD FINANCIAL SERVICES          | \$284.61           |
|              | 40072014     | 11/05/2019 | 1004912       | ALTA LANGUAGE SERVICES, INC.      | \$958.35           |
|              | 40072015     | 11/05/2019 | 004560        | ACSL                              | \$245.00           |
|              | 40072016     | 11/05/2019 | 007150        | APPLE COMPUTER, INC               | \$8,004.95         |
|              | 40072017     | 11/05/2019 | 007075        | AQUA PA                           | \$7,888.69         |
|              | 40072018     | 11/05/2019 | 007351        | ARAMARK UNIFORM SERVICES          | \$480.35           |
|              | 40072019     | 11/05/2019 | 090800        | STUDENT REFUNDS & REIMBURSEMENT   | \$410.00           |
|              | 40072020     | 11/05/2019 | 1000953       | AVON GROVE CHARTER SCHOOL         | \$1,062.13         |
|              | 40072021     | 11/05/2019 | 009710        | B & H PHOTO                       | \$58.47            |
|              | 40072022     | 11/05/2019 | 010830        | BARNES & NOBLE INC.               | \$1,074.47         |
|              | 40072023     | 11/05/2019 | 10696         | BARNETT, MARK                     | \$56.00            |
|              | 40072024     | 11/05/2019 | 1006591       | BAYADA HOME HEALTH CARE           | \$1,462.50         |
|              | 40072025     | 11/05/2019 | 1008511       | BERKS DEAF AND HARD OF HEARING    | \$26,648.00        |
|              | 40072026     | 11/05/2019 | 1008824       | BIRMINGHAM TOWNSHIP               | \$390.00           |
|              | 40072028     | 11/05/2019 | 015350        | BOROUGH OF WEST CHESTER           | \$438.00           |
|              | 40072030     | 11/05/2019 | 9920          | BRELJE, BRAD                      | \$132.00           |
|              | 40072031     | 11/05/2019 | 10268         | BRISBANE, GARRETT                 | \$53.00            |
|              | 40072032     | 11/05/2019 | 1003899       | BROAD REACH                       | \$669.46           |
|              | 40072033     | 11/05/2019 | 017340        | BSN SPORTS LLC                    | \$2,553.00         |
|              | 40072034     | 11/05/2019 | 9053          | BUSH, J RICHARD                   | \$70.00            |
|              | 40072035     | 11/05/2019 | 10825         | CANTELLLO, JOSEPH                 | \$79.00            |
|              | 40072036     | 11/05/2019 | 10351         | CAREY, MIKE                       | \$64.00            |
|              | 40072037     | 11/05/2019 | 1003362       | CARLSON, MARTHA                   | \$69.18            |
|              | 40072039     | 11/05/2019 | 1008868       | CENTER FOR FAMILIES               | \$518.85           |
|              | 40072040     | 11/05/2019 | 023650        | CHESTER COUNTY FAMILY ACADEMY     | \$11,273.58        |
|              | 40072041     | 11/05/2019 | 023755        | CHESTER COUNTY INT UNIT # 24      | \$16,090.90        |
|              | 40072042     | 11/05/2019 | 1005242       | CITY OF PHILADELPHIA              | \$2,217.31         |
|              | 40072043     | 11/05/2019 | 026710        | COLLEGIUM CHARTER SCHOOL          | \$403,372.23       |
|              | 40072044     | 11/05/2019 | 027220        | COMCAST CABLE                     | \$61.95            |
|              | 40072045     | 11/05/2019 | 9982          | COMEY, JOSEPH                     | \$79.00            |
|              | 40072046     | 11/05/2019 | 027425        | COMMONWEALTH OF PENNSYLVANIA      | \$35.00            |
|              | 40072047     | 11/05/2019 | 028175        | CONCEPT SCHOOL, THE               | \$31,500.00        |
|              | 40072048     | 11/05/2019 | 1007203       | CONSTELLATION NEW ENERGY GAS DIV. | \$7,374.16         |
|              | 40072049     | 11/05/2019 | 028880        | CONWAY POWER EQUIPMENT INC        | \$136.77           |
|              | 40072050     | 11/05/2019 | 10708         | CONWELL, AMY                      | \$166.00           |
|              | 40072051     | 11/05/2019 | 091740        | TAX REFUNDS                       | \$211,340.93       |



## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40072052     | 11/05/2019 | 1008736       | CREDO REFERENCE LIMITED             | \$484.00           |
|              | 40072053     | 11/05/2019 | 1006270       | DAVID THOMAS TRANSPORTATION         | \$255.00           |
|              | 40072054     | 11/05/2019 | 9368          | DEROBA, CHRIS                       | \$70.00            |
|              | 40072055     | 11/05/2019 | 1005210       | DIRECT ENERGY BUSINESS              | \$17.72            |
|              | 40072056     | 11/05/2019 | 1003306       | DISTRICT 1 COACHES ASSOCIATION      | \$35.00            |
|              | 40072057     | 11/05/2019 | 1003306       | DISTRICT 1 COACHES ASSOCIATION      | \$35.00            |
|              | 40072058     | 11/05/2019 | 10823         | DOLAN, BERNADETTE                   | \$72.00            |
|              | 40072059     | 11/05/2019 | 10698         | DORAN, KEVIN                        | \$70.00            |
|              | 40072060     | 11/05/2019 | 10698         | DORAN, KEVIN                        | \$53.00            |
|              | 40072061     | 11/05/2019 | 1007282       | DOWNINGTOWN WEST CHEERLEADING ASSO. | \$150.00           |
|              | 40072062     | 11/05/2019 | 10103         | DUNLEAVY, TOM                       | \$79.00            |
|              | 40072063     | 11/05/2019 | 10806         | DUNN, DENNIS                        | \$79.00            |
|              | 40072064     | 11/05/2019 | 1003248       | EASY WAY SAFETY SERVICES, INC.      | \$369.00           |
|              | 40072065     | 11/05/2019 | 1007871       | EBS HEALTHCARE INC.                 | \$1,405.95         |
|              | 40072066     | 11/05/2019 | 1008353       | EI US LLC / LEARN WELL SERVICES     | \$1,228.50         |
|              | 40072067     | 11/05/2019 | 1003612       | FASTENAL COMPANY                    | \$746.83           |
|              | 40072068     | 11/05/2019 | 042490        | FEDERAL EXPRESS CORP                | \$310.98           |
|              | 40072069     | 11/05/2019 | 042520        | FERGUSON ENT., INC. #501            | \$369.24           |
|              | 40072070     | 11/05/2019 | 090920        | FERRARO, LARRY & ANTHONY            | \$85.00            |
|              | 40072071     | 11/05/2019 | 10332         | FISHER, ERIC                        | \$64.00            |
|              | 40072072     | 11/05/2019 | 10460         | FOGEL, KARL                         | \$96.00            |
|              | 40072073     | 11/05/2019 | 9269          | FRATONI, JOSEPH                     | \$192.00           |
|              | 40072074     | 11/05/2019 | 045280        | GALE GROUP, THE                     | \$1,206.08         |
|              | 40072075     | 11/05/2019 | 1006249       | GENERAL HEALTHCARE RESOURCES, INC.  | \$1,312.00         |
|              | 40072076     | 11/05/2019 | 9123          | GILLESPIE, DENNIS                   | \$123.00           |
|              | 40072077     | 11/05/2019 | 10374         | GIULIANO, ERIC                      | \$72.00            |
|              | 40072079     | 11/05/2019 | 050075        | GREAT AMERICA FINANCIAL SERVICES    | \$1,442.32         |
|              | 40072080     | 11/05/2019 | 10144         | GREWAL, DALE                        | \$96.00            |
|              | 40072081     | 11/05/2019 | 9327          | GROTHMANN, DAWN                     | \$128.00           |
|              | 40072082     | 11/05/2019 | 9405          | HARRE, SCOTT                        | \$96.00            |
|              | 40072083     | 11/05/2019 | 9405          | HARRE, SCOTT                        | \$132.00           |
|              | 40072084     | 11/05/2019 | 10790         | HEARD, CHRISTINE                    | \$70.00            |
|              | 40072085     | 11/05/2019 | 10389         | HELDT, PATRICIA                     | \$64.00            |
|              | 40072086     | 11/05/2019 | 10621         | HOLENSTEIN, PADEN                   | \$96.00            |
|              | 40072087     | 11/05/2019 | 9457          | HOLLOWAY, MICHAEL                   | \$53.00            |
|              | 40072088     | 11/05/2019 | 9419          | HOLLOWAY, WILLIAM                   | \$70.00            |
|              | 40072089     | 11/05/2019 | 10149         | HOLZER, RALPH                       | \$53.00            |
|              | 40072090     | 11/05/2019 | 9076          | HORSEY, DIANE E                     | \$128.00           |
|              | 40072091     | 11/05/2019 | 056400        | HOUGHTON MIFFLIN HARCOURT CO        | \$1,661.00         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40072092     | 11/05/2019 | 1000165       | INGERSOLL-RAND CO.                | \$1,227.05         |
|              | 40072093     | 11/05/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC   | \$120,577.72       |
|              | 40072094     | 11/05/2019 | 1008507       | INTEGRITY WORKFORCE SOLUTIONS INC | \$18,356.10        |
|              | 40072095     | 11/05/2019 | 059500        | INTERNATIONAL LITERACY ASSOC.     | \$54.00            |
|              | 40072096     | 11/05/2019 | 9268          | JACKSON, JOSEPH                   | \$53.00            |
|              | 40072097     | 11/05/2019 | 1003017       | JSTOR-ITHAKA                      | \$1,147.50         |
|              | 40072098     | 11/05/2019 | 1000345       | KADES-MARGOLIS CAPITAL            | \$200.00           |
|              | 40072099     | 11/05/2019 | 062600        | KEEN COMPRESSED GAS CO            | \$107.83           |
|              | 40072100     | 11/05/2019 | 9921          | KEENAN, ANDY                      | \$79.00            |
|              | 40072101     | 11/05/2019 | 9194          | KELLY, JOHN                       | \$106.00           |
|              | 40072103     | 11/05/2019 | 9854          | KILEY, JIM                        | \$64.00            |
|              | 40072104     | 11/05/2019 | 10485         | KIZIUK, LISA                      | \$64.00            |
|              | 40072105     | 11/05/2019 | 10812         | KRANNEBITTER, KATHY               | \$192.00           |
|              | 40072107     | 11/05/2019 | 065200        | KRAPF JR & SON INC GEORGE         | \$18,525.01        |
|              | 40072108     | 11/05/2019 | 10166         | LARKIN, MIKE                      | \$56.00            |
|              | 40072109     | 11/05/2019 | 1007911       | LEARN BY DOING INC.               | \$750.00           |
|              | 40072110     | 11/05/2019 | 1000346       | LINCOLN INVESTMENT PLANNING, INC. | \$525.00           |
|              | 40072111     | 11/05/2019 | 008190        | MAILFINANCE                       | \$1,050.69         |
|              | 40072112     | 11/05/2019 | 1005143       | MAILROOM SYSTEMS, INC.            | \$388.34           |
|              | 40072113     | 11/05/2019 | 070710        | MARCO PRODUCTS INC                | \$35.95            |
|              | 40072114     | 11/05/2019 | 1001483       | MARKET STREET PRINT AND COPY      | \$38.35            |
|              | 40072115     | 11/05/2019 | 1008748       | MARSHALL, EVA                     | \$103.77           |
|              | 40072116     | 11/05/2019 | 10824         | MCGONIGAL, COLIN                  | \$79.00            |
|              | 40072117     | 11/05/2019 | 073020        | MCMASTER-CARR SUPPLY CO           | \$504.39           |
|              | 40072118     | 11/05/2019 | 1008851       | MCSQUARES                         | \$57.98            |
|              | 40072119     | 11/05/2019 | 9529          | MEEHAN, MICHAEL                   | \$109.00           |
|              | 40072120     | 11/05/2019 | 1007241       | MERCER CONSUMER                   | \$256.00           |
|              | 40072121     | 11/05/2019 | 1000348       | METROPOLITAN LIFE INSURANCE CO.   | \$138.89           |
|              | 40072122     | 11/05/2019 | 9918          | MICHENER, TODD                    | \$250.00           |
|              | 40072123     | 11/05/2019 | 1006697       | MODERN GROUP LTD.                 | \$13,975.00        |
|              | 40072124     | 11/05/2019 | 10819         | MULLINEAUX, MAX                   | \$79.00            |
|              | 40072125     | 11/05/2019 | 1008835       | MUSCO SPORTS LIGHTING LLC         | \$4,000.00         |
|              | 40072126     | 11/05/2019 | 077500        | NASCO                             | \$691.81           |
|              | 40072127     | 11/05/2019 | 9244          | NOVIELLI, JOSEPH, JR              | \$132.00           |
|              | 40072129     | 11/05/2019 | 1008712       | OTTER GRAPHICS INC                | \$382.20           |
|              | 40072130     | 11/05/2019 | 080190        | PA DEPT OF LABOR & INDUSTRY-B     | \$699.05           |
|              | 40072131     | 11/05/2019 | 080065        | PA PRINCIPALS ASSOCIATION         | \$595.00           |
|              | 40072132     | 11/05/2019 | 080305        | PAR INC.                          | \$1,047.00         |
|              | 40072133     | 11/05/2019 | 080622        | PATHWAY SCHOOL, THE               | \$3,362.64         |

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| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                      | Transaction Amount |
|--------------|--------------|------------|---------------|----------------------------------|--------------------|
| 01           | 40072134     | 11/05/2019 | 9139          | PATTERSON, RICHARD               | \$70.00            |
|              | 40072135     | 11/05/2019 | 080887        | PEDIATRIC THERAPEUTICS SVC INC   | \$152,009.42       |
|              | 40072136     | 11/05/2019 | 1000849       | PENN OAKS GOLF CLUB              | \$147.00           |
|              | 40072137     | 11/05/2019 | 081045        | PENNSYLVANIA BAR ASSOCIATION     | \$125.00           |
|              | 40072138     | 11/05/2019 | 081550        | PEPPER & SON INC J W             | \$285.80           |
|              | 40072139     | 11/05/2019 | 1003736       | PETROLEUM TRADERS CORP.          | \$45,253.02        |
|              | 40072140     | 11/05/2019 | 1000062       | PHEAA                            | \$368.37           |
|              | 40072141     | 11/05/2019 | 9193          | POLLOCK, KEVIN                   | \$53.00            |
|              | 40072142     | 11/05/2019 | 1000303       | PROQUEST                         | \$618.00           |
|              | 40072143     | 11/05/2019 | 9463          | PRUITT, ALFRED                   | \$56.00            |
|              | 40072144     | 11/05/2019 | 1004513       | PURE HEALTH SOLUTIONS INC        | \$44.00            |
|              | 40072145     | 11/05/2019 | 9291          | QUAY, GEORGE                     | \$72.00            |
|              | 40072146     | 11/05/2019 | 084064        | QUILL CORPORATION                | \$134.07           |
|              | 40072147     | 11/05/2019 | 9009          | REINARD, HOWARD                  | \$70.00            |
|              | 40072148     | 11/05/2019 | 9009          | REINARD, HOWARD                  | \$53.00            |
|              | 40072149     | 11/05/2019 | 10180         | RENNING, MICHAEL                 | \$79.00            |
|              | 40072150     | 11/05/2019 | 085174        | RIGGTOWN OVEN                    | \$423.50           |
|              | 40072151     | 11/05/2019 | 10158         | RIZZO, TONY                      | \$132.00           |
|              | 40072152     | 11/05/2019 | 085720        | ROSENAU CO INC, PHILIP           | \$2,205.66         |
|              | 40072153     | 11/05/2019 | 085750        | ROTHWELL DOCUMENT SOLUTIONS      | \$130.00           |
|              | 40072154     | 11/05/2019 | 9459          | SARACINO, ROBERT                 | \$149.00           |
|              | 40072155     | 11/05/2019 | 086650        | SCHOLASTIC INC                   | \$961.40           |
|              | 40072156     | 11/05/2019 | 1008685       | SCHOOL KIDS HEALTHCARE           | \$39.07            |
|              | 40072157     | 11/05/2019 | 9424          | SHARPLESS, BILL                  | \$79.00            |
|              | 40072158     | 11/05/2019 | 9768          | SHEPTOCK, JOHN                   | \$70.00            |
|              | 40072159     | 11/05/2019 | 9751          | SHPILSKY, ANTON                  | \$96.00            |
|              | 40072160     | 11/05/2019 | 1006913       | SKONIER, JOHN M.                 | \$2,901.00         |
|              | 40072161     | 11/05/2019 | 1005955       | SUPERIOR TEXT                    | \$712.95           |
|              | 40072162     | 11/05/2019 | 091360        | SWEET, STEVENS, KATZ, & WILLIAMS | \$13,493.20        |
|              | 40072163     | 11/05/2019 | 10505         | TANTORSKI, MARK                  | \$375.00           |
|              | 40072164     | 11/05/2019 | 092110        | TEACHER'S DISCOVERY              | \$133.46           |
|              | 40072165     | 11/05/2019 | 9408          | TERRELL, TIM                     | \$79.00            |
|              | 40072166     | 11/05/2019 | 10805         | TINSLEY, ROBERT                  | \$79.00            |
|              | 40072167     | 11/05/2019 | 071980        | TOBII DYNAVOK LLC                | \$149.74           |
|              | 40072168     | 11/05/2019 | 1001324       | US DEPT. OF EDUCATION AWG        | \$94.00            |
|              | 40072169     | 11/05/2019 | 094403        | US FOODSERVICE                   | \$935.45           |
|              | 40072170     | 11/05/2019 | 1007699       | US MEDICAL STAFFING, INC.        | \$6,263.55         |
|              | 40072171     | 11/05/2019 | 10734         | VALIS, CHRIS                     | \$53.00            |
|              | 40072172     | 11/05/2019 | 10734         | VALIS, CHRIS                     | \$79.00            |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number                 | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|-------------------------------|-------------------------------------|--------------------|
| 01           | 40072173     | 11/05/2019 | 1004939                       | VANTAGE LEARNING USA LLC            | \$1,020.00         |
|              | 40072174     | 11/05/2019 | 1003604                       | VISTA HIGHER LEARNING, INC.         | \$16,726.19        |
|              | 40072175     | 11/05/2019 | 049790                        | W. W. GRAINGER, INC.                | \$2,286.84         |
|              | 40072176     | 11/05/2019 | 095412                        | WAREHOUSE BATTERY OUTLET            | \$809.70           |
|              | 40072177     | 11/05/2019 | 1001349                       | WATER GUY, THE                      | \$64.69            |
|              | 40072178     | 11/05/2019 | 095540                        | WAYNESBORO AREA SCHOOL DIST         | \$9,162.40         |
|              | 40072179     | 11/05/2019 | 1008367                       | WEGMANS                             | \$73.98            |
|              | 40072180     | 11/05/2019 | 1000059                       | WEST CHESTER ED SUPPORT PERSONNEL   | \$2,889.55         |
|              | 40072181     | 11/05/2019 | 1000058                       | TRUMARK FCU                         | \$1,242.60         |
|              | 40072183     | 11/05/2019 | 10046                         | WILDE, ROBERT                       | \$132.00           |
|              | 40072184     | 11/05/2019 | 098060                        | WILSON LANGUAGE TRAINING CORP       | \$101,389.71       |
|              | 40072185     | 11/05/2019 | 1008663                       | WIPEBOOK CRPORATION                 | \$216.79           |
|              | 40072186     | 11/05/2019 | 9400                          | WOLFE, CARI                         | \$128.00           |
|              | 40072187     | 11/05/2019 | 1007226                       | YOUNG AUDIENCES OF NEW JERSEY, INC. | \$400.00           |
|              | 40072188     | 11/05/2019 | 1008403                       | ZESWITZ MUSIC                       | \$394.50           |
| 40072189     | 11/05/2019   | 1008118    | ZOOM VIDEO COMMUNICATIONS INC | \$329.51                            |                    |
| 01           | - Total      |            |                               |                                     | \$1,326,376.80     |
| 22           | 40072038     | 11/05/2019 | 021581                        | CDW GOVERNMENT, INC                 | \$5,854.66         |
|              | 40072128     | 11/05/2019 | 079550                        | OFFICE DEPOT                        | \$4,712.71         |
| 22           | - Total      |            |                               |                                     | \$10,567.37        |
| 27           | 40072102     | 11/05/2019 | 1008531                       | KEYSTONE SPORTS CONSTRUCTION        | \$98,460.50        |
| 27           | - Total      |            |                               |                                     | \$98,460.50        |
| 29           | 40072078     | 11/05/2019 | 096980                        | GOSHEN FIRE COMPANY                 | \$500.00           |
|              | 40072173     | 11/05/2019 | 1004939                       | VANTAGE LEARNING USA LLC            | \$1,590.00         |
|              | 40072182     | 11/05/2019 | 097000                        | WEST GOSHEN TOWNSHIP                | \$1,291.55         |
| 29           | - Total      |            |                               |                                     | \$3,381.55         |
| 30           | 40072027     | 11/05/2019 | 1004477                       | BLACKNEY HAYES ARCHITECTS           | \$47,568.82        |
| 30           | - Total      |            |                               |                                     | \$47,568.82        |
| 40           | 40072029     | 11/05/2019 | 1004955                       | BRADLEY, SANDRA                     | \$292.22           |
| 40           | - Total      |            |                               |                                     | \$292.22           |
| 50           | 80037523     | 11/05/2019 | 1008841                       | BEST WESTERN UNIVERSITY INN         | \$1,308.00         |
|              | 80037524     | 11/05/2019 | 1007806                       | FROG COMMISSARY CATERING            | \$10,924.50        |
|              | 80037525     | 11/05/2019 | 1008714                       | NEW DAY FILMS INC                   | \$110.00           |
|              | 80037526     | 11/05/2019 | 079297                        | NASSP                               | \$2,871.25         |

### West Chester Area School District Check Register

| Fund Charged           | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount    |
|------------------------|--------------|------------|---------------|-----------------------------------|-----------------------|
| 50                     | 80037527     | 11/05/2019 | 1007953       | RHYTHMIX ENTERTAINMENT            | \$600.00              |
|                        | 80037528     | 11/05/2019 | 1006692       | WEST CHESTER UNIVERSITY           | \$160.00              |
| <b>50 - Total</b>      |              |            |               |                                   | <b>\$15,973.75</b>    |
| 51                     | 80037529     | 11/05/2019 | 1000626       | ADVENTURE AQUARIUM                | \$1,203.00            |
|                        | 80037530     | 11/05/2019 | 1007485       | CMF VENDING                       | \$45.50               |
|                        | 80037531     | 11/05/2019 | 1007874       | HEART ZONES INC.                  | \$881.51              |
|                        | 80037532     | 11/05/2019 | 078300        | NATIONAL CONSTITUTION CENTER      | \$166.00              |
|                        | 80037533     | 11/05/2019 | 1008838       | THRILLS & THRILLS MUSIC FESTIVALS | \$300.00              |
|                        | 80037534     | 11/05/2019 | 090800        | STUDENT REFUNDS & REIMBURSEMENT   | \$1,000.00            |
|                        | 80037535     | 11/05/2019 | 028984        | WATERLOGIC EAST LLC               | \$276.88              |
| <b>51 - Total</b>      |              |            |               |                                   | <b>\$3,872.89</b>     |
| <b>Overall - Total</b> |              |            |               |                                   | <b>\$1,506,493.90</b> |

**West Chester Area School District  
Electronic Funds Transfer Register**

| Fund Charged           | Check Number | Check Date | Vendor Number                | Vendor Name                   | Transaction Amount |
|------------------------|--------------|------------|------------------------------|-------------------------------|--------------------|
| 01                     | V1003446     | 11/05/2019 | 009490                       | AUTORENT OF WEST CHESTER, INC | \$331.68           |
|                        | V1003447     | 11/05/2019 | 026352                       | COLLINS SPORTS MEDICINE       | \$5,242.59         |
|                        | V1003448     | 11/05/2019 | 030700                       | DAILY LOCAL NEWS              | \$269.07           |
|                        | V1003449     | 11/05/2019 | 032900                       | DEMCO , INC.                  | \$261.76           |
|                        | V1003450     | 11/05/2019 | 032952                       | DENNEY ELECTRIC SUPPLY        | \$4,323.20         |
|                        | V1003451     | 11/05/2019 | 040090                       | GEORGE ELY ASSOCIATES INC,    | \$530.00           |
|                        | V1003452     | 11/05/2019 | 042300                       | FAULKNER PONTIAC BUICK        | \$56.84            |
|                        | V1003453     | 11/05/2019 | 043500                       | FLINN SCIENTIFIC              | \$635.50           |
|                        | V1003454     | 11/05/2019 | 049450                       | GOPHER SPORT                  | \$5,177.51         |
|                        | V1003455     | 11/05/2019 | 051180                       | GOSHEN SIGN PRODUCTS          | \$288.00           |
|                        | V1003456     | 11/05/2019 | 1007393                      | H B MCCLURE COMPANY           | \$4,754.00         |
|                        | V1003458     | 11/05/2019 | 060970                       | JOHNSTONE SUPPLY INC          | \$437.24           |
|                        | V1003459     | 11/05/2019 | 062980                       | KELLAM LAWN MOWER             | \$39.50            |
|                        | V1003460     | 11/05/2019 | 075220                       | MUSIC & ARTS CENTERS          | \$614.76           |
|                        | V1003461     | 11/05/2019 | 077475                       | PARTS SERVICE - FRAZER        | \$783.29           |
|                        | V1003462     | 11/05/2019 | 080855                       | PEARSON EDUCATION             | \$5,562.16         |
|                        | V1003463     | 11/05/2019 | 1007124                      | REPUBLIC SERVICES, INC.       | \$7,010.82         |
|                        | V1003464     | 11/05/2019 | 002820                       | RIDDELL/ALL AMERICAN          | \$290.00           |
|                        | V1003465     | 11/05/2019 | 086700                       | SCHOOL HEALTH CORPORATION     | \$292.45           |
|                        | V1003466     | 11/05/2019 | 086710                       | SCHOOL SPECIALTY INC          | \$303.79           |
| V1003467               | 11/05/2019   | 092000     | TAYLORS MUSIC STORE          | \$1,451.17                    |                    |
| V1003468               | 11/05/2019   | 092770     | TOLEDO PHYSICAL EDUCATION    | \$548.90                      |                    |
| V1003469               | 11/05/2019   | 1000056    | UNITED WAY OF CHESTER COUNTY | \$762.34                      |                    |
| <b>01 - Total</b>      |              |            |                              |                               | <b>\$39,966.57</b> |
| 30                     | V1003457     | 11/05/2019 | 1002386                      | JOHNSON CONTROLS, INC.        | \$51,516.50        |
|                        | V1003470     | 11/05/2019 | 094820                       | VIRCO INC.                    | \$1,209.60         |
| <b>30 - Total</b>      |              |            |                              |                               | <b>\$52,726.10</b> |
| 50                     | V5000313     | 11/05/2019 | 086518                       | SCHOOL DATEBOOKS              | \$4,224.00         |
| <b>50 - Total</b>      |              |            |                              |                               | <b>\$4,224.00</b>  |
| <b>Overall - Total</b> |              |            |                              |                               | <b>\$96,916.67</b> |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40072190     | 11/12/2019 | 1008801       | ACS CONSULTANTS INC                | \$1,617.00         |
|              | 40072191     | 11/12/2019 | 1003432       | AHOLD FINANCIAL SERVICES           | \$35.61            |
|              | 40072192     | 11/12/2019 | 1000236       | AMER ASSOC OF TEACHERS OF GERMAN   | \$135.00           |
|              | 40072193     | 11/12/2019 | 007150        | APPLE COMPUTER, INC                | \$529.00           |
|              | 40072195     | 11/12/2019 | 007075        | AQUA PA                            | \$24,163.29        |
|              | 40072196     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$787.89           |
|              | 40072197     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$9,116.57         |
|              | 40072198     | 11/12/2019 | 9378          | ASDOURIAN, DEKE                    | \$64.00            |
|              | 40072199     | 11/12/2019 | 1004484       | BARBACANE THORNTON & COMPANY       | \$14,325.00        |
|              | 40072200     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$348.25           |
|              | 40072201     | 11/12/2019 | 011860        | BENCHMARK SCHOOL                   | \$19,350.00        |
|              | 40072202     | 11/12/2019 | 1007468       | BENEFIT RESOURCE, INC.             | \$290.50           |
|              | 40072203     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$4,735.75         |
|              | 40072204     | 11/12/2019 | 015300        | BOROUGH OF WEST CHESTER            | \$1,637.62         |
|              | 40072205     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$4,138.25         |
|              | 40072206     | 11/12/2019 | 1004955       | BRADLEY, SANDRA                    | \$102.47           |
|              | 40072207     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,348.18         |
|              | 40072208     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,155.61         |
|              | 40072209     | 11/12/2019 | 017340        | BSN SPORTS LLC                     | \$1,662.00         |
|              | 40072210     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,541.41         |
|              | 40072211     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,674.75         |
|              | 40072212     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$856.39           |
|              | 40072215     | 11/12/2019 | 028880        | CONWAY POWER EQUIPMENT INC         | \$53.13            |
|              | 40072216     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$141.48           |
|              | 40072217     | 11/12/2019 | 1007697       | CULLEY, ANDREW & JENNIFER          | \$1,526.33         |
|              | 40072218     | 11/12/2019 | 1000482       | DELAWARE VALLEY FRIENDS SCHOOL     | \$56,030.00        |
|              | 40072219     | 11/12/2019 | 1007120       | DELAWARE ZOOLOGICAL SOCIETY        | \$405.00           |
|              | 40072220     | 11/12/2019 | 032540        | DELL COMPUTER CORPORATION          | \$78.00            |
|              | 40072221     | 11/12/2019 | 1001584       | DELTA-T GROUP, INC.                | \$45,836.07        |
|              | 40072222     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$315.24           |
|              | 40072223     | 11/12/2019 | 1003306       | DISTRICT 1 COACHES ASSOCIATION     | \$35.00            |
|              | 40072224     | 11/12/2019 | 1008878       | DR. ROBERT KETTERER CHARTER SCHOOL | \$1,770.50         |
|              | 40072225     | 11/12/2019 | 036780        | DVGTC A                            | \$400.00           |
|              | 40072226     | 11/12/2019 | 1007871       | EBS HEALTHCARE INC.                | \$3,799.32         |
|              | 40072227     | 11/12/2019 | 1001473       | EDUCERE                            | \$29.00            |
|              | 40072228     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$3,441.69         |
|              | 40072229     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,595.07         |
|              | 40072230     | 11/12/2019 | 040396        | EPLUS TECHNOLOGY OF PA             | \$7,735.00         |
|              | 40072231     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,381.79         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40072232     | 11/12/2019 | 042490        | FEDERAL EXPRESS CORP               | \$30.04            |
|              | 40072233     | 11/12/2019 | 042520        | FERGUSON ENT., INC. #501           | \$56.53            |
|              | 40072234     | 11/12/2019 | 1007608       | FICK EDUCATIONAL SERVICES, LLC     | \$3,396.25         |
|              | 40072235     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$4,956.95         |
|              | 40072236     | 11/12/2019 | 10626         | GASSER, KENNETH                    | \$72.00            |
|              | 40072237     | 11/12/2019 | 1006249       | GENERAL HEALTHCARE RESOURCES, INC. | \$27,561.84        |
|              | 40072238     | 11/12/2019 | 1008513       | GETTYSBURG AREA SCHOOL DISTRICT    | \$711.00           |
|              | 40072239     | 11/12/2019 | 1008457       | GIORGIO'S PIZZA & SUBS             | \$267.02           |
|              | 40072240     | 11/12/2019 | 050075        | GREAT AMERICA FINANCIAL SERVICES   | \$3,584.92         |
|              | 40072241     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,724.99         |
|              | 40072242     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,346.19         |
|              | 40072244     | 11/12/2019 | 9457          | HOLLOWAY, MICHAEL                  | \$70.00            |
|              | 40072245     | 11/12/2019 | 10157         | HOOVEN, RICHARD                    | \$64.00            |
|              | 40072246     | 11/12/2019 | 9724          | HORTON, CHRIS                      | \$70.00            |
|              | 40072247     | 11/12/2019 | 1008862       | ILARIA, DANIEL ROBERT              | \$500.00           |
|              | 40072248     | 11/12/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC    | \$38,217.36        |
|              | 40072249     | 11/12/2019 | 1008507       | INTEGRITY WORKFORCE SOLUTIONS INC  | \$11,878.65        |
|              | 40072250     | 11/12/2019 | 059630        | NEOPOST USA INC                    | \$206.00           |
|              | 40072251     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$223.70           |
|              | 40072252     | 11/12/2019 | 061520        | JOSTENS                            | \$63.00            |
|              | 40072253     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,235.63         |
|              | 40072254     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,553.10         |
|              | 40072255     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$66.44            |
|              | 40072256     | 11/12/2019 | 065200        | KRAPF JR & SON INC GEORGE          | \$899,335.70       |
|              | 40072257     | 11/12/2019 | 067230        | LEHIGH VALLEY SAFETY SUPPLY CO     | \$465.80           |
|              | 40072258     | 11/12/2019 | 1000346       | LINCOLN INVESTMENT PLANNING, INC.  | \$3,262.00         |
|              | 40072259     | 11/12/2019 | 1008406       | LITERACY RESOURCES INC             | \$171.98           |
|              | 40072260     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,364.95         |
|              | 40072261     | 11/12/2019 | 073020        | MCMASTER-CARR SUPPLY CO            | \$279.21           |
|              | 40072262     | 11/12/2019 | 9918          | MICHENER, TODD                     | \$125.00           |
|              | 40072263     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$1,861.47         |
|              | 40072264     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$2,183.02         |
|              | 40072265     | 11/12/2019 | 077500        | NASCO                              | \$263.60           |
|              | 40072266     | 11/12/2019 | 1001857       | NATIONAL ENERGY CONTROL CORP.      | \$794.50           |
|              | 40072267     | 11/12/2019 | 1000353       | NEWPORT TRUST COMPANY              | \$32,065.87        |
|              | 40072273     | 11/12/2019 | 079550        | OFFICE DEPOT                       | \$13,450.35        |
|              | 40072274     | 11/12/2019 | 079853        | ON THE GO KIDS, INC                | \$438,889.19       |
|              | 40072275     | 11/12/2019 | 079853        | ON THE GO KIDS, INC                | \$334.23           |
|              | 40072276     | 11/12/2019 | 091740        | TAX REFUNDS                        | \$265.50           |



## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40072277     | 11/12/2019 | 080575        | PASCD                               | \$400.00           |
|              | 40072278     | 11/12/2019 | 082150        | PECO ENERGY COMPANY                 | \$170,811.85       |
|              | 40072279     | 11/12/2019 | 082150        | PECO ENERGY COMPANY                 | \$48.61            |
|              | 40072280     | 11/12/2019 | 082150        | PECO ENERGY COMPANY                 | \$95.64            |
|              | 40072281     | 11/12/2019 | 082150        | PECO ENERGY COMPANY                 | \$286.78           |
|              | 40072282     | 11/12/2019 | 1008674       | PENNSYLVANIA PAPER & SUPPLY CO. INC | \$180.00           |
|              | 40072283     | 11/12/2019 | 081550        | PEPPER & SON INC J W                | \$99.33            |
|              | 40072284     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$3,585.21         |
|              | 40072285     | 11/12/2019 | 1008210       | PTCFAST.COM                         | \$150.00           |
|              | 40072286     | 11/12/2019 | 084064        | QUILL CORPORATION                   | \$273.11           |
|              | 40072287     | 11/12/2019 | 9010          | REIDINGER, RON                      | \$70.00            |
|              | 40072288     | 11/12/2019 | 10147         | REIFF, PAULA                        | \$64.00            |
|              | 40072289     | 11/12/2019 | 085990        | SAFETY-KLEEN SYSTEMS, INC           | \$1,085.24         |
|              | 40072290     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$2,648.20         |
|              | 40072291     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$2,030.18         |
|              | 40072292     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$742.77           |
|              | 40072293     | 11/12/2019 | 086775        | SCHOOL NURSE SUPPLY                 | \$242.28           |
|              | 40072294     | 11/12/2019 | 1007059       | SCHOOL SAFETY SOLUTION, LLC         | \$508.52           |
|              | 40072295     | 11/12/2019 | 1002114       | SCHOOLWIDE INC                      | \$175,109.86       |
|              | 40072296     | 11/12/2019 | 086590        | SDIC - SCHOOL DISTRICTS             | \$16,219.71        |
|              | 40072297     | 11/12/2019 | 1008869       | SHERATON INNER HARBOR               | \$1,285.39         |
|              | 40072298     | 11/12/2019 | 087815        | SHOP RITE OF W.C.                   | \$1,584.70         |
|              | 40072300     | 11/12/2019 | 1000955       | SOCIETY FOR HUMAN RESOURCE MGMT.    | \$209.00           |
|              | 40072301     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$1,481.29         |
|              | 40072302     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$5,079.47         |
|              | 40072303     | 11/12/2019 | 090875        | STROUD WATER RESEARCH CENTER        | \$4,235.00         |
|              | 40072304     | 11/12/2019 | 080053        | SUPERIOR DISTRIBUTION               | \$72.32            |
|              | 40072305     | 11/12/2019 | 091390        | SWANSON, INC., ROBERT S             | \$1,370.00         |
|              | 40072306     | 11/12/2019 | 1003277       | T&FCA OF GP, INC.                   | \$400.00           |
|              | 40072307     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$1,864.03         |
|              | 40072308     | 11/12/2019 | 10505         | TANTORSKI, MARK                     | \$250.00           |
|              | 40072309     | 11/12/2019 | 090310        | THOM STECHER AND ASSOCIATES         | \$1,800.00         |
|              | 40072310     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$228.10           |
|              | 40072312     | 11/12/2019 | 1006474       | TRI-STATE ELEVATOR COMPANY, INC.    | \$259.75           |
|              | 40072313     | 11/12/2019 | 082220        | TURF EQUIPMENT AND SUPPLY COMPANY   | \$3,805.57         |
|              | 40072315     | 11/12/2019 | 093600        | UNITED REFRIGERATION CO             | \$213.36           |
|              | 40072316     | 11/12/2019 | 094403        | US FOODSERVICE                      | \$2,157.14         |
|              | 40072317     | 11/12/2019 | 1007699       | US MEDICAL STAFFING, INC.           | \$7,736.15         |
|              | 40072318     | 11/12/2019 | 1006612       | VALLEY FORGE EDUCATIONAL SERVICES   | \$146,400.00       |

## West Chester Area School District Check Register

| Fund Charged           | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount    |
|------------------------|--------------|------------|---------------|-------------------------------------|-----------------------|
| 01                     | 40072319     | 11/12/2019 | 029520        | COX, W.T., SUBSCRIPTIONS, INC.      | \$449.70              |
|                        | 40072320     | 11/12/2019 | 1001349       | WATER GUY, THE                      | \$170.89              |
|                        | 40072322     | 11/12/2019 | 1008367       | WEGMANS                             | \$123.89              |
|                        | 40072323     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$1,123.38            |
|                        | 40072324     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$2,401.80            |
|                        | 40072325     | 11/12/2019 | 9400          | WOLFE, CARI                         | \$64.00               |
|                        | 40072326     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$1,214.52            |
|                        | 40072327     | 11/12/2019 | 091740        | TAX REFUNDS                         | \$1,207.52            |
| 40072328               | 11/12/2019   | 091740     | TAX REFUNDS   | \$538.95                            |                       |
| <b>01 - Total</b>      |              |            |               |                                     | <b>\$2,274,532.35</b> |
| 29                     | 40072311     | 11/12/2019 | 1001014       | TRAVERS, THOMAS J.                  | \$1,125.00            |
| <b>29 - Total</b>      |              |            |               |                                     | <b>\$1,125.00</b>     |
| 30                     | 40072213     | 11/12/2019 | 025930        | CLINGER, CORP., WILLIAM H.          | \$15,013.98           |
|                        | 40072243     | 11/12/2019 | 1008737       | HARTFORD FIRE INSURANCE COMPANY     | \$73,505.09           |
|                        | 40072299     | 11/12/2019 | 088100        | SIEMENS INDUSTRY INC.               | \$3,264.97            |
|                        | 40072314     | 11/12/2019 | 1006684       | UNITED INSPECTION AGENCY, INC.      | \$150.00              |
|                        | 40072321     | 11/12/2019 | 1008854       | WATTS SERVICES LLC                  | \$45,000.00           |
| <b>30 - Total</b>      |              |            |               |                                     | <b>\$136,934.04</b>   |
| 40                     | 40072214     | 11/12/2019 | 1008183       | COHEN LLC, LORETTA                  | \$2,995.24            |
| <b>40 - Total</b>      |              |            |               |                                     | <b>\$2,995.24</b>     |
| 50                     | 80037536     | 11/12/2019 | 1007037       | KINGS MILL INC.                     | \$1,000.00            |
|                        | 80037537     | 11/12/2019 | 1003478       | NAT. ACADEMIC QUIZ TOURNAMENTS, LLC | \$289.00              |
|                        | 80037538     | 11/12/2019 | 090425        | PENNSYLVANIA SCIENCE OLYMPIAD       | \$310.00              |
| <b>50 - Total</b>      |              |            |               |                                     | <b>\$1,599.00</b>     |
| 51                     | 80037539     | 11/12/2019 | 079853        | ON THE GO KIDS, INC                 | \$264.23              |
|                        | 80037540     | 11/12/2019 | 081545        | PEOPLE'S LIGHT & THEATRE CO         | \$4,010.00            |
| <b>51 - Total</b>      |              |            |               |                                     | <b>\$4,274.23</b>     |
| 80                     | 50000700     | 11/12/2019 | 090800        | STUDENT REFUNDS & REIMBURSMENT      | \$17.85               |
|                        | 50000701     | 11/12/2019 | 090800        | STUDENT REFUNDS & REIMBURSMENT      | \$31.05               |
| <b>80 - Total</b>      |              |            |               |                                     | <b>\$48.90</b>        |
| <b>Overall - Total</b> |              |            |               |                                     | <b>\$2,421,508.76</b> |

## West Chester Area School District Electronic Funds Transfer Register

| Fund Charged           | Check Number   | Check Date | Vendor Number | Vendor Name                    | Transaction Amount |
|------------------------|----------------|------------|---------------|--------------------------------|--------------------|
| 01                     | V1003471       | 11/12/2019 | 009490        | AUTOARENT OF WEST CHESTER, INC | \$175.96           |
|                        | V1003472       | 11/12/2019 | 014300        | BLICK ART MATERIALS            | \$1,179.29         |
|                        | V1003473       | 11/12/2019 | 026352        | COLLINS SPORTS MEDICINE        | \$4,800.81         |
|                        | V1003474       | 11/12/2019 | 030700        | DAILY LOCAL NEWS               | \$226.00           |
|                        | V1003475       | 11/12/2019 | 032900        | DEMCO , INC.                   | \$291.13           |
|                        | V1003476       | 11/12/2019 | 049450        | GOPHER SPORT                   | \$487.89           |
|                        | V1003477       | 11/12/2019 | 075220        | MUSIC & ARTS CENTERS           | \$139.62           |
|                        | V1003478       | 11/12/2019 | 077475        | PARTS SERVICE - FRAZER         | \$1,417.15         |
|                        | V1003479       | 11/12/2019 | 080855        | PEARSON EDUCATION              | \$152.99           |
|                        | V1003480       | 11/12/2019 | 080980        | PENN OFFICE PRODUCTS           | \$430.95           |
|                        | V1003481       | 11/12/2019 | 092000        | TAYLORS MUSIC STORE            | \$4,322.95         |
|                        | V1003483       | 11/12/2019 | 095760        | WEINSTEIN SUPPLY CORPORATION   | \$8.45             |
| <b>01</b>              | <b>- Total</b> |            |               |                                | <b>\$13,633.19</b> |
| 27                     | V1003484       | 11/12/2019 | 1008068       | WILLIAMS SCOTSMAN, INC         | \$4,911.62         |
| <b>27</b>              | <b>- Total</b> |            |               |                                | <b>\$4,911.62</b>  |
| 30                     | V1003482       | 11/12/2019 | 1001416       | ULINE                          | \$226.36           |
| <b>30</b>              | <b>- Total</b> |            |               |                                | <b>\$226.36</b>    |
| 50                     | V5000314       | 11/12/2019 | 095915        | WERNER COACH                   | \$2,768.00         |
| <b>50</b>              | <b>- Total</b> |            |               |                                | <b>\$2,768.00</b>  |
| <b>Overall - Total</b> |                |            |               |                                | <b>\$21,539.17</b> |

**West Chester Area School District  
Check Register**

| <b>Fund Charged</b>    | <b>Check Number</b> | <b>Check Date</b> | <b>Vendor Number</b> | <b>Vendor Name</b>          | <b>Transaction Amount</b> |
|------------------------|---------------------|-------------------|----------------------|-----------------------------|---------------------------|
| 51                     | 80037541            | 11/13/2019        | 081545               | PEOPLE'S LIGHT & THEATRE CO | \$4,010.00                |
| 51                     | - Total             |                   |                      |                             | \$4,010.00                |
| <b>Overall - Total</b> |                     |                   |                      |                             | <b>\$4,010.00</b>         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40072329     | 11/19/2019 | 093349        | 21ST CENTURY CYBER CHARTER          | \$18,383.38        |
|              | 40072330     | 11/19/2019 | 1006947       | A. G. MAURO COMPANY                 | \$1,370.00         |
|              | 40072331     | 11/19/2019 | 1008732       | ABLE EQUIPMENT RENTAL INC           | \$145.00           |
|              | 40072332     | 11/19/2019 | 1008801       | ACS CONSULTANTS INC                 | \$2,913.75         |
|              | 40072333     | 11/19/2019 | 1008165       | ADVENTURE NETWORK INC               | \$2,463.85         |
|              | 40072334     | 11/19/2019 | 1005135       | AED SUPERSTORE                      | \$256.75           |
|              | 40072335     | 11/19/2019 | 1003432       | AHOLD FINANCIAL SERVICES            | \$596.04           |
|              | 40072336     | 11/19/2019 | 1004912       | ALTA LANGUAGE SERVICES, INC.        | \$1,418.25         |
|              | 40072337     | 11/19/2019 | 004150        | AMERICAN ASSOCIATION OF             | \$63.00            |
|              | 40072338     | 11/19/2019 | 006180        | AMERICAN SCHOOL COUNSELOR ASSN      | \$129.00           |
|              | 40072339     | 11/19/2019 | 006460        | AMERICAN VAN EQUIPMENT              | \$1,351.20         |
|              | 40072340     | 11/19/2019 | 007075        | AQUA PA                             | \$206.40           |
|              | 40072341     | 11/19/2019 | 007351        | ARAMARK UNIFORM SERVICES            | \$364.72           |
|              | 40072342     | 11/19/2019 | 008510        | ASCD                                | \$59.00            |
|              | 40072343     | 11/19/2019 | 009710        | B & H PHOTO                         | \$3,058.05         |
|              | 40072344     | 11/19/2019 | 010830        | BARNES & NOBLE INC.                 | \$2,071.74         |
|              | 40072345     | 11/19/2019 | 10696         | BARNETT, MARK                       | \$70.00            |
|              | 40072346     | 11/19/2019 | 1006591       | BAYADA HOME HEALTH CARE             | \$700.00           |
|              | 40072347     | 11/19/2019 | 011473        | BEARINGS, BELTS & CHAIN, INC        | \$10.00            |
|              | 40072348     | 11/19/2019 | 011860        | BENCHMARK SCHOOL                    | \$20,000.00        |
|              | 40072349     | 11/19/2019 | 1008511       | BERKS DEAF AND HARD OF HEARING      | \$30,956.70        |
|              | 40072350     | 11/19/2019 | 015350        | BOROUGH OF WEST CHESTER             | \$438.00           |
|              | 40072351     | 11/19/2019 | 1004955       | BRADLEY, SANDRA                     | \$2,509.51         |
|              | 40072352     | 11/19/2019 | 1007891       | BREAKOUT EDU INC                    | \$275.00           |
|              | 40072353     | 11/19/2019 | 017340        | BSN SPORTS LLC                      | \$6,116.00         |
|              | 40072354     | 11/19/2019 | 020465        | CAMPBILL SPECIAL SCHOOLS, INC.      | \$22,332.00        |
|              | 40072355     | 11/19/2019 | 091740        | TAX REFUNDS                         | \$3,231.70         |
|              | 40072357     | 11/19/2019 | 023755        | CHESTER COUNTY INT UNIT # 24        | \$7,795.80         |
|              | 40072358     | 11/19/2019 | 026710        | COLLEGIUM CHARTER SCHOOL            | \$403,508.16       |
|              | 40072360     | 11/19/2019 | 028175        | CONCEPT SCHOOL, THE                 | \$31,500.00        |
|              | 40072361     | 11/19/2019 | 1006520       | CONSTRUCTIVE PLAYTHINGS             | \$498.62           |
|              | 40072362     | 11/19/2019 | 028880        | CONWAY POWER EQUIPMENT INC          | \$200.08           |
|              | 40072363     | 11/19/2019 | 029668        | COYLE, LYNCH & COMPANY              | \$500.00           |
|              | 40072364     | 11/19/2019 | 1008284       | CRITICARE HOME HEALTH & NURSING SRV | \$532.00           |
|              | 40072365     | 11/19/2019 | 1008731       | CROWN CASTLE                        | \$12,105.28        |
|              | 40072366     | 11/19/2019 | 031600        | DAVIS TROPHIES & SPORTSWEAR         | \$94.00            |
|              | 40072367     | 11/19/2019 | 031810        | DECA                                | \$32.00            |
|              | 40072368     | 11/19/2019 | 032540        | DELL COMPUTER CORPORATION           | \$1,195.50         |
|              | 40072369     | 11/19/2019 | 1001584       | DELTA-T GROUP, INC.                 | \$18,229.26        |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40072370     | 11/19/2019 | 9368          | DEROBA, CHRIS                      | \$70.00            |
|              | 40072371     | 11/19/2019 | 9095          | DI FELICE, RICHARD                 | \$82.50            |
|              | 40072372     | 11/19/2019 | 1005210       | DIRECT ENERGY BUSINESS             | \$17,414.33        |
|              | 40072373     | 11/19/2019 | 10698         | DORAN, KEVIN                       | \$70.00            |
|              | 40072374     | 11/19/2019 | 1006978       | DUVALL BUS SERVICE, LLC            | \$800.00           |
|              | 40072375     | 11/19/2019 | 1006669       | EAI EDUCATION                      | \$349.60           |
|              | 40072376     | 11/19/2019 | 1007555       | EAST CHEER                         | \$170.00           |
|              | 40072377     | 11/19/2019 | 037255        | ECONOMY GLASS SPECIALISTS          | \$672.00           |
|              | 40072378     | 11/19/2019 | 1004765       | EFFECTIVE CONTROLS EAST            | \$372.00           |
|              | 40072379     | 11/19/2019 | 1008353       | EI US LLC / LEARN WELL SERVICES    | \$273.00           |
|              | 40072381     | 11/19/2019 | 1003612       | FASTENAL COMPANY                   | \$44.88            |
|              | 40072382     | 11/19/2019 | 042490        | FEDERAL EXPRESS CORP               | \$30.04            |
|              | 40072383     | 11/19/2019 | 042520        | FERGUSON ENT., INC. #501           | \$215.66           |
|              | 40072384     | 11/19/2019 | 1007608       | FICK EDUCATIONAL SERVICES, LLC     | \$1,200.00         |
|              | 40072385     | 11/19/2019 | 1008368       | FLEXIP SOLUTIONS INC               | \$4,788.07         |
|              | 40072386     | 11/19/2019 | 1003023       | FRANKLIN CLEANING EQUIP. & SUPPLY  | \$214.85           |
|              | 40072387     | 11/19/2019 | 044415        | FREESTYLE SALES CO                 | \$824.67           |
|              | 40072388     | 11/19/2019 | 1001227       | GARBER METROLOGY                   | \$650.25           |
|              | 40072389     | 11/19/2019 | 1006249       | GENERAL HEALTHCARE RESOURCES, INC. | \$1,312.00         |
|              | 40072390     | 11/19/2019 | 9123          | GILLESPIE, DENNIS                  | \$70.00            |
|              | 40072391     | 11/19/2019 | 1008208       | GO CHEER GEAR INC                  | \$213.00           |
|              | 40072392     | 11/19/2019 | 050075        | GREAT AMERICA FINANCIAL SERVICES   | \$1,402.21         |
|              | 40072394     | 11/19/2019 | 055560        | HOME DEPOT CREDIT SERVICES         | \$2,133.22         |
|              | 40072395     | 11/19/2019 | 1008825       | HOME DEPOT PRO, THE                | \$203.16           |
|              | 40072396     | 11/19/2019 | 1008195       | INK TONER STORE                    | \$174.90           |
|              | 40072397     | 11/19/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC    | \$134,978.24       |
|              | 40072398     | 11/19/2019 | 1008182       | INTERNATIONAL TECHNOLOGY           | \$780.00           |
|              | 40072399     | 11/19/2019 | 1007905       | ISOLVED HCM LLC                    | \$566.00           |
|              | 40072401     | 11/19/2019 | 1000345       | KADES-MARGOLIS CAPITAL             | \$200.00           |
|              | 40072402     | 11/19/2019 | 1008553       | KAPCZYNSKI, STEPHEN & KRISTA       | \$1,540.00         |
|              | 40072403     | 11/19/2019 | 065200        | KRAPF JR & SON INC GEORGE          | \$511.10           |
|              | 40072404     | 11/19/2019 | 065200        | KRAPF JR & SON INC GEORGE          | \$5,391.97         |
|              | 40072405     | 11/19/2019 | 065200        | KRAPF JR & SON INC GEORGE          | \$19,690.19        |
|              | 40072406     | 11/19/2019 | 065200        | KRAPF JR & SON INC GEORGE          | \$1,024,376.64     |
|              | 40072407     | 11/19/2019 | 065330        | KRUPANSKY FENCING, VINCE           | \$3,200.00         |
|              | 40072408     | 11/19/2019 | 067230        | LEHIGH VALLEY SAFETY SUPPLY CO     | \$235.90           |
|              | 40072409     | 11/19/2019 | 1005310       | LIBERTY TOOL                       | \$54.49            |
|              | 40072410     | 11/19/2019 | 1000346       | LINCOLN INVESTMENT PLANNING, INC.  | \$525.00           |
|              | 40072411     | 11/19/2019 | 1008406       | LITERACY RESOURCES INC             | \$2,123.75         |

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| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                         | Transaction Amount |
|--------------|--------------|------------|---------------|-------------------------------------|--------------------|
| 01           | 40072412     | 11/19/2019 | 1004209       | LOWES COMMERCIAL SERVICES           | \$359.57           |
|              | 40072413     | 11/19/2019 | 051110        | MARTY GROVER STUDIO                 | \$200.00           |
|              | 40072414     | 11/19/2019 | 1007432       | MAZZONI CENTER                      | \$1,350.73         |
|              | 40072415     | 11/19/2019 | 1008682       | MCKESSON MEDICAL                    | \$184.53           |
|              | 40072416     | 11/19/2019 | 073020        | MCMASTER-CARR SUPPLY CO             | \$109.33           |
|              | 40072417     | 11/19/2019 | 073290        | MEDCO SUPPLY                        | \$57.80            |
|              | 40072418     | 11/19/2019 | 1000348       | METROPOLITAN LIFE INSURANCE CO.     | \$138.89           |
|              | 40072419     | 11/19/2019 | 1003302       | MILAGRE KIDS SCHOOL, INC., THE      | \$14,400.00        |
|              | 40072420     | 11/19/2019 | 1006697       | MODERN GROUP LTD.                   | \$1,300.00         |
|              | 40072421     | 11/19/2019 | 1006527       | MONTGOMERY COUNTY INTERMEDIATE UNIT | \$490.00           |
|              | 40072422     | 11/19/2019 | 077500        | NASCO                               | \$2,224.40         |
|              | 40072423     | 11/19/2019 | 077507        | NASN                                | \$130.00           |
|              | 40072424     | 11/19/2019 | 077950        | NATIONAL ASSOCIATION FOR            | \$119.00           |
|              | 40072425     | 11/19/2019 | 1008866       | NOW & ZEN YOGA LLC                  | \$90.00            |
|              | 40072426     | 11/19/2019 | 079660        | OCCUPATIONAL HEALTH CENTER          | \$416.20           |
|              | 40072437     | 11/19/2019 | 079550        | OFFICE DEPOT                        | \$18,915.08        |
|              | 40072438     | 11/19/2019 | 1006906       | O'MALLEY TOPSOIL, LLC               | \$180.00           |
|              | 40072439     | 11/19/2019 | 1002145       | PA ASSOC. FOR GIFTED EDUCATION      | \$35.00            |
|              | 40072441     | 11/19/2019 | 1008200       | PANERA BREAD                        | \$499.42           |
|              | 40072442     | 11/19/2019 | 080590        | PASCO                               | \$645.25           |
|              | 40072443     | 11/19/2019 | 080622        | PATHWAY SCHOOL, THE                 | \$3,923.08         |
|              | 40072444     | 11/19/2019 | 1007748       | PAYSCHOOLS                          | \$450.00           |
|              | 40072445     | 11/19/2019 | 1007567       | PCMG, INC.                          | \$594.98           |
|              | 40072446     | 11/19/2019 | 080850        | PEARSON EDUCATION                   | \$213.75           |
|              | 40072447     | 11/19/2019 | 052305        | PEARSON/HARCOURT ASSESSMENT         | \$110.00           |
|              | 40072448     | 11/19/2019 | 1008062       | PERSON DIRECTED CLINICAL SERVICES   | \$3,500.00         |
|              | 40072449     | 11/19/2019 | 1003736       | PETROLEUM TRADERS CORP.             | \$1,076.30         |
|              | 40072450     | 11/19/2019 | 1000062       | PHEAA                               | \$368.37           |
|              | 40072451     | 11/19/2019 | 1001796       | PTM DOCUMENT SYSTEMS                | \$527.32           |
|              | 40072452     | 11/19/2019 | 1005844       | RELIANCE STANDARD LIFE              | \$24,318.17        |
|              | 40072453     | 11/19/2019 | 084798        | RENAISSANCE ACADEMY                 | \$4,156.14         |
|              | 40072454     | 11/19/2019 | 1005267       | RICOH USA, INC.                     | \$360.99           |
|              | 40072455     | 11/19/2019 | 085720        | ROSENAU CO INC, PHILIP              | \$382.43           |
|              | 40072457     | 11/19/2019 | 086660        | SCHOLASTIC MAGAZINES                | \$280.17           |
|              | 40072458     | 11/19/2019 | 086650        | SCHOLASTIC INC                      | \$297.73           |
|              | 40072459     | 11/19/2019 | 1002114       | SCHOOLWIDE INC                      | \$19,824.00        |
|              | 40072460     | 11/19/2019 | 1007058       | SEEDWAY LLC                         | \$6,540.00         |
|              | 40072461     | 11/19/2019 | 1008476       | SILVER SPRINGS-MARTIN LUTHER SCHOOL | \$93.50            |
|              | 40072462     | 11/19/2019 | 080053        | SUPERIOR DISTRIBUTION               | \$578.24           |

## West Chester Area School District Check Register

| Fund Charged | Check Number   | Check Date | Vendor Number | Vendor Name                       | Transaction Amount    |
|--------------|----------------|------------|---------------|-----------------------------------|-----------------------|
| 01           | 40072463       | 11/19/2019 | 1005955       | SUPERIOR TEXT                     | \$1,763.50            |
|              | 40072464       | 11/19/2019 | 091360        | SWEET, STEVENS, KATZ, & WILLIAMS  | \$2,100.00            |
|              | 40072465       | 11/19/2019 | 091582        | TALK, INC                         | \$39,393.00           |
|              | 40072466       | 11/19/2019 | 1007659       | TEACHER SYNERGY                   | \$63.37               |
|              | 40072467       | 11/19/2019 | 1008380       | TELCO HOLDINGS INC                | \$487.50              |
|              | 40072468       | 11/19/2019 | 1008422       | TELESYSTEM                        | \$6,945.04            |
|              | 40072469       | 11/19/2019 | 1007460       | THOMSON REUTERS-WEST PUBLISHING   | \$270.87              |
|              | 40072470       | 11/19/2019 | 071980        | TOBII DYNAVOX LLC                 | \$141.42              |
|              | 40072471       | 11/19/2019 | 1000296       | TRI-M MUSIC HONOR SOCIETY         | \$100.00              |
|              | 40072472       | 11/19/2019 | 1006892       | U. S. BANK EQUIPMENT FINANCE      | \$4,170.46            |
|              | 40072473       | 11/19/2019 | 1001324       | US DEPT. OF EDUCATION AWG         | \$94.00               |
|              | 40072474       | 11/19/2019 | 1007699       | US MEDICAL STAFFING, INC.         | \$990.77              |
|              | 40072475       | 11/19/2019 | 049790        | W. W. GRAINGER, INC.              | \$1,190.54            |
|              | 40072476       | 11/19/2019 | 095412        | WAREHOUSE BATTERY OUTLET          | \$679.50              |
|              | 40072477       | 11/19/2019 | 1000059       | WEST CHESTER ED SUPPORT PERSONNEL | \$2,965.15            |
|              | 40072478       | 11/19/2019 | 1000058       | TRUMARK FCU                       | \$1,209.90            |
|              | 40072479       | 11/19/2019 | 1007501       | WHITE CLAY SCHOOL                 | \$41,455.00           |
|              | 40072480       | 11/19/2019 | 097960        | WIGGINS SHREDDING                 | \$37.00               |
|              | 40072481       | 11/19/2019 | 098915        | WORTHINGTON DIRECT                | \$4,523.00            |
|              | 40072482       | 11/19/2019 | 1001056       | WPS                               | \$1,119.80            |
| 40072483     | 11/19/2019     | 1008403    | ZESWITZ MUSIC | \$108.00                          |                       |
| <b>01</b>    | <b>- Total</b> |            |               |                                   | <b>\$2,044,851.56</b> |
| 22           | 40072356       | 11/19/2019 | 021581        | CDW GOVERNMENT, INC               | \$15,376.77           |
|              | 40072359       | 11/19/2019 | 1004703       | COMSTAR TECHNOLOGIES              | \$23,780.01           |
|              | 40072380       | 11/19/2019 | 040396        | EPLUS TECHNOLOGY OF PA            | \$101,476.00          |
| <b>22</b>    | <b>- Total</b> |            |               |                                   | <b>\$140,632.78</b>   |
| 29           | 40072353       | 11/19/2019 | 017340        | BSN SPORTS LLC                    | \$1,440.00            |
| <b>29</b>    | <b>- Total</b> |            |               |                                   | <b>\$1,440.00</b>     |
| 30           | 40072393       | 11/19/2019 | 1008737       | HARTFORD FIRE INSURANCE COMPANY   | \$446,095.79          |
|              | 40072400       | 11/19/2019 | 1002386       | JOHNSON CONTROLS, INC.            | \$13,427.00           |
|              | 40072437       | 11/19/2019 | 079550        | OFFICE DEPOT                      | \$369.98              |
|              | 40072440       | 11/19/2019 | 080172        | PALOS SPORTS                      | \$129.40              |
|              | 40072456       | 11/19/2019 | 1006778       | SC STEVENSON CONSULTING INC       | \$1,131.00            |
| <b>30</b>    | <b>- Total</b> |            |               |                                   | <b>\$461,153.17</b>   |
| 50           | 80037542       | 11/19/2019 | 031810        | DECA                              | \$2,976.00            |
|              | 80037543       | 11/19/2019 | 1000406       | DECA                              | \$7,360.00            |



**West Chester Area School District  
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| Fund Charged           | Check Number      | Check Date | Vendor Number | Vendor Name                       | Transaction Amount    |
|------------------------|-------------------|------------|---------------|-----------------------------------|-----------------------|
| 50                     | 80037544          | 11/19/2019 | 1008885       | HANG UP AND DRIVE INC             | \$500.00              |
|                        | 80037545          | 11/19/2019 | 1007550       | JUST A CHANCE                     | \$3,492.00            |
|                        | 80037546          | 11/19/2019 | 1000284       | JUVENILE DIABETES RESEARCH FOUND. | \$270.00              |
|                        | 80037547          | 11/19/2019 | 065200        | KRAPF JR & SON INC GEORGE         | \$1,207.18            |
|                        | 80037548          | 11/19/2019 | 071840        | MATLACK FLORIST                   | \$254.45              |
|                        | 80037549          | 11/19/2019 | 1007760       | MATTHEWS PAOLI FORD               | \$358.22              |
|                        | 80037550          | 11/19/2019 | 1008888       | NATIONAL CATHEDRAL SCHOOL         | \$90.00               |
|                        | 80037551          | 11/19/2019 | 079550        | OFFICE DEPOT                      | \$1,259.08            |
|                        | 80037552          | 11/19/2019 | 1008877       | OLD CITY PHOTO BOOTH LLC          | \$365.70              |
|                        | 80037553          | 11/19/2019 | 1000934       | PA FBLA                           | \$540.00              |
|                        | 80037554          | 11/19/2019 | 1007953       | RHYTHMIX ENTERTAINMENT            | \$1,000.00            |
| <b>50 - Total</b>      |                   |            |               |                                   | <b>\$19,672.63</b>    |
| 51                     | 80037555          | 11/19/2019 | 090800        | STUDENT REFUNDS & REIMBURSMENT    | \$850.00              |
|                        | 80037556          | 11/19/2019 | 010830        | BARNES & NOBLE INC.               | \$145.36              |
|                        | 80037557          | 11/19/2019 | 023755        | CHESTER COUNTY INT UNIT # 24      | \$60.00               |
|                        | 80037558          | 11/19/2019 | 1007485       | CMF VENDING                       | \$45.50               |
|                        | 80037559          | 11/19/2019 | 042490        | FEDERAL EXPRESS CORP              | \$137.00              |
|                        | 80037560          | 11/19/2019 | 090920        | FERRARO, LARRY & ANTHONY          | \$23.50               |
|                        | 80037561          | 11/19/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC   | \$200.13              |
|                        | 80037562          | 11/19/2019 | 065230        | KRAPF'S COACHES, INC.             | \$1,550.00            |
|                        | 80037563          | 11/19/2019 | 079550        | OFFICE DEPOT                      | \$430.35              |
|                        | 80037564          | 11/19/2019 | 086540        | SCHOLASTIC BOOK FAIRS             | \$8,326.90            |
|                        | <b>51 - Total</b> |            |               |                                   |                       |
| 80                     | 50000702          | 11/19/2019 | 1005754       | ARAMARK SERVICES INC.             | \$321,344.88          |
| <b>80 - Total</b>      |                   |            |               |                                   | <b>\$321,344.88</b>   |
| <b>Overall - Total</b> |                   |            |               |                                   | <b>\$3,000,863.75</b> |

## West Chester Area School District Electronic Funds Transfer Register

| Fund Charged           | Check Number | Check Date | Vendor Number                | Vendor Name                         | Transaction Amount  |
|------------------------|--------------|------------|------------------------------|-------------------------------------|---------------------|
| 01                     | V1003485     | 11/19/2019 | 1007696                      | AARDVARK PEST CONTROL SERVICES INC. | \$1,135.00          |
|                        | V1003486     | 11/19/2019 | 009490                       | AUTOARENT OF WEST CHESTER, INC      | \$625.86            |
|                        | V1003487     | 11/19/2019 | 014300                       | BLICK ART MATERIALS                 | \$544.44            |
|                        | V1003488     | 11/19/2019 | 021100                       | CAROLINA BIOLOGICAL                 | \$532.55            |
|                        | V1003490     | 11/19/2019 | 032900                       | DEMCO , INC.                        | \$208.57            |
|                        | V1003491     | 11/19/2019 | 032952                       | DENNEY ELECTRIC SUPPLY              | \$1,124.79          |
|                        | V1003492     | 11/19/2019 | 1003700                      | EPIC DEVELOPMENT SERVICES           | \$154,222.00        |
|                        | V1003493     | 11/19/2019 | 042300                       | FAULKNER PONTIAC BUICK              | \$100.85            |
|                        | V1003494     | 11/19/2019 | 043210                       | FISHER & SON COMPANY INC            | \$384.75            |
|                        | V1003495     | 11/19/2019 | 1007101                      | FOLLETT SCHOOL SOLUTIONS, INC.      | \$2,051.53          |
|                        | V1003496     | 11/19/2019 | 049450                       | GOPHER SPORT                        | \$321.78            |
|                        | V1003497     | 11/19/2019 | 1007705                      | HOFFMAN ACADEMY                     | \$2,108.25          |
|                        | V1003499     | 11/19/2019 | 061630                       | JUNIOR LIBRARY GUILD                | \$2,350.60          |
|                        | V1003500     | 11/19/2019 | 073860                       | METROPOLITAN COMMUNICATIONS         | \$140.00            |
|                        | V1003501     | 11/19/2019 | 075220                       | MUSIC & ARTS CENTERS                | \$177.48            |
|                        | V1003502     | 11/19/2019 | 080980                       | PENN OFFICE PRODUCTS                | \$72.51             |
|                        | V1003503     | 11/19/2019 | 086710                       | SCHOOL SPECIALTY INC                | \$220.32            |
|                        | V1003504     | 11/19/2019 | 1000120                      | TAYLOR RENTAL                       | \$552.10            |
|                        | V1003505     | 11/19/2019 | 092000                       | TAYLORS MUSIC STORE                 | \$109.82            |
|                        | V1003506     | 11/19/2019 | 1000056                      | UNITED WAY OF CHESTER COUNTY        | \$762.34            |
| V1003507               | 11/19/2019   | 094345     | UNRUH, TURNER, BURKE & FREES | \$16,040.09                         |                     |
| V1003508               | 11/19/2019   | 095400     | WARD'S NATURAL SCIENCE       | \$78.03                             |                     |
| V1003509               | 11/19/2019   | 093345     | YALE ELECTRIC SUPPLY CO      | \$31.76                             |                     |
| <b>01 - Total</b>      |              |            |                              |                                     | <b>\$183,895.42</b> |
| 30                     | V1003489     | 11/19/2019 | 1006779                      | CRITERION LABORATORIES, INC.        | \$775.00            |
|                        | V1003498     | 11/19/2019 | 1002386                      | JOHNSON CONTROLS, INC.              | \$145,551.50        |
|                        | V1003507     | 11/19/2019 | 094345                       | UNRUH, TURNER, BURKE & FREES        | \$13,232.80         |
| <b>30 - Total</b>      |              |            |                              |                                     | <b>\$159,559.30</b> |
| 50                     | V5000315     | 11/19/2019 | 1002819                      | BLUE DOG PRINTING AND DESIGN        | \$170.53            |
|                        | V5000316     | 11/19/2019 | 1004184                      | CUSTOMINK                           | \$314.16            |
|                        | V5000317     | 11/19/2019 | 093337                       | TUTTLE MARKETING SVCS INC           | \$1,536.00          |
| <b>50 - Total</b>      |              |            |                              |                                     | <b>\$2,020.69</b>   |
| 51                     | V5000318     | 11/19/2019 | 014300                       | BLICK ART MATERIALS                 | \$343.49            |
| <b>51 - Total</b>      |              |            |                              |                                     | <b>\$343.49</b>     |
| <b>Overall - Total</b> |              |            |                              |                                     | <b>\$345,818.90</b> |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                        | Transaction Amount |
|--------------|--------------|------------|---------------|------------------------------------|--------------------|
| 01           | 40072484     | 11/26/2019 | 1007456       | 21ST CENTURY MEDIA NEWSPAPERS, LLC | \$595.00           |
|              | 40072485     | 11/26/2019 | 1008886       | 72POINT5 PROMOTIONS                | \$350.00           |
|              | 40072486     | 11/26/2019 | 006775        | A ANCHOR TOILETS PORTABLE          | \$57.36            |
|              | 40072487     | 11/26/2019 | 001525        | ADI                                | \$340.81           |
|              | 40072488     | 11/26/2019 | 1005135       | AED SUPERSTORE                     | \$330.41           |
|              | 40072489     | 11/26/2019 | 1008887       | AERC RECYCLING SOLUTIONS           | \$2,878.23         |
|              | 40072490     | 11/26/2019 | 1003432       | AHOLD FINANCIAL SERVICES           | \$1,132.71         |
|              | 40072491     | 11/26/2019 | 1004912       | ALTA LANGUAGE SERVICES, INC.       | \$3,996.13         |
|              | 40072497     | 11/26/2019 | 1001073       | AMAZON                             | \$21,460.07        |
|              | 40072498     | 11/26/2019 | 1001073       | AMAZON                             | \$293.88           |
|              | 40072499     | 11/26/2019 | 1007524       | AMERICAN RED CROSS                 | \$3,654.00         |
|              | 40072500     | 11/26/2019 | 007150        | APPLE COMPUTER, INC                | \$2,000.00         |
|              | 40072501     | 11/26/2019 | 007351        | ARAMARK UNIFORM SERVICES           | \$23.99            |
|              | 40072502     | 11/26/2019 | 1006471       | ASAP HYDRAULICS EXTON LLC          | \$97.72            |
|              | 40072503     | 11/26/2019 | 009710        | B & H PHOTO                        | \$3,905.67         |
|              | 40072504     | 11/26/2019 | 010830        | BARNES & NOBLE INC.                | \$1,208.76         |
|              | 40072505     | 11/26/2019 | 1006591       | BAYADA HOME HEALTH CARE            | \$1,025.00         |
|              | 40072506     | 11/26/2019 | 012700        | BERKHEIMER ASSOC H A               | \$3,730.06         |
|              | 40072508     | 11/26/2019 | 015812        | BRAD TAYLOR / SNAP-ON TOOLS        | \$33.50            |
|              | 40072509     | 11/26/2019 | 017340        | BSN SPORTS LLC                     | \$3,232.70         |
|              | 40072510     | 11/26/2019 | 017290        | BUCKS COUNTY IU #22                | \$28,029.26        |
|              | 40072511     | 11/26/2019 | 018675        | BUTLER, ROBERTA                    | \$70.00            |
|              | 40072512     | 11/26/2019 | 9594          | CEDERSTROM, JEFF                   | \$50.00            |
|              | 40072513     | 11/26/2019 | 023755        | CHESTER COUNTY INT UNIT # 24       | \$833,979.00       |
|              | 40072514     | 11/26/2019 | 028880        | CONWAY POWER EQUIPMENT INC         | \$551.58           |
|              | 40072516     | 11/26/2019 | 031810        | DECA                               | \$32.00            |
|              | 40072517     | 11/26/2019 | 033800        | DEVEREUX FOUNDATION                | \$10,148.00        |
|              | 40072518     | 11/26/2019 | 9095          | DI FELICE, RICHARD                 | \$38.50            |
|              | 40072519     | 11/26/2019 | 1007823       | DOW JONES & COMPANY INC            | \$92.00            |
|              | 40072520     | 11/26/2019 | 1008878       | DR. ROBERT KETTERER CHARTER SCHOOL | \$1,628.63         |
|              | 40072521     | 11/26/2019 | 1008353       | EI US LLC / LEARN WELL SERVICES    | \$364.00           |
|              | 40072522     | 11/26/2019 | 040028        | ELITE COACH                        | \$1,890.00         |
|              | 40072523     | 11/26/2019 | 1003612       | FASTENAL COMPANY                   | \$34.07            |
|              | 40072525     | 11/26/2019 | 1008858       | FOREIGN CANDY COMPANY INC          | \$78.20            |
|              | 40072526     | 11/26/2019 | 1006636       | GARNET VALLEY MIDDLE SCHOOL        | \$100.00           |
|              | 40072527     | 11/26/2019 | 1006249       | GENERAL HEALTHCARE RESOURCES, INC. | \$4,170.04         |
|              | 40072528     | 11/26/2019 | 1001396       | GENWORTH FINANCIAL                 | \$817.47           |
|              | 40072529     | 11/26/2019 | 1008457       | GIORGIO'S PIZZA & SUBS             | \$93.66            |
|              | 40072530     | 11/26/2019 | 1008152       | GREG A. VIETRI INC.                | \$8,570.00         |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------|-----------------------------------|--------------------|
| 01           | 40072531     | 11/26/2019 | 1008825       | HOME DEPOT PRO, THE               | \$457.11           |
|              | 40072532     | 11/26/2019 | 1007808       | IMPERIAL BAG & PAPER              | \$2,808.69         |
|              | 40072533     | 11/26/2019 | 1008195       | INK TONER STORE                   | \$905.85           |
|              | 40072534     | 11/26/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC   | \$900.59           |
|              | 40072535     | 11/26/2019 | 1007442       | INSIGHT WORKFORCE SOLUTIONS LLC   | \$990.77           |
|              | 40072536     | 11/26/2019 | 1007905       | ISOLVED HCM LLC                   | \$1,462.50         |
|              | 40072538     | 11/26/2019 | 063024        | KEN-CREST SERVICES                | \$141.00           |
|              | 40072539     | 11/26/2019 | 065200        | KRAPF JR & SON INC GEORGE         | \$3,873.92         |
|              | 40072540     | 11/26/2019 | 065915        | LANGUAGE SERVICES ASSOCIATES      | \$563.80           |
|              | 40072541     | 11/26/2019 | 067487        | LIFE FITNESS                      | \$6,665.80         |
|              | 40072542     | 11/26/2019 | 1000250       | LINDAMOOD-BELL LEARNING PROCESSES | \$7,298.50         |
|              | 40072543     | 11/26/2019 | 1008827       | LONGWOOD FIRE COMPANY             | \$200.00           |
|              | 40072544     | 11/26/2019 | 072500        | MCGRAW-HILL, INC                  | \$710.74           |
|              | 40072545     | 11/26/2019 | 073020        | MCMASTER-CARR SUPPLY CO           | \$110.47           |
|              | 40072546     | 11/26/2019 | 1008189       | MITCHELL 1                        | \$1,099.00         |
|              | 40072547     | 11/26/2019 | 1006697       | MODERN GROUP LTD.                 | \$1,075.00         |
|              | 40072548     | 11/26/2019 | 075880        | MONTGOMERY CO INTERMEDIATE UNT    | \$1,375.00         |
|              | 40072549     | 11/26/2019 | 1008835       | MUSCO SPORTS LIGHTING LLC         | \$1,024.56         |
|              | 40072550     | 11/26/2019 | 077500        | NASCO                             | \$2,064.48         |
|              | 40072551     | 11/26/2019 | 1000637       | NOVACARE REHABILITATION           | \$14,927.95        |
|              | 40072552     | 11/26/2019 | 079531        | OCTORARA AREA HIGH SCHOOL         | \$570.00           |
|              | 40072553     | 11/26/2019 | 1008853       | ON DECK SPORTS                    | \$529.99           |
|              | 40072554     | 11/26/2019 | 063745        | PAGE I PUBLISHERS                 | \$350.00           |
|              | 40072555     | 11/26/2019 | 080172        | PALOS SPORTS                      | \$189.93           |
|              | 40072556     | 11/26/2019 | 052305        | PEARSON/HARCOURT ASSESSMENT       | \$2,101.31         |
|              | 40072557     | 11/26/2019 | 081550        | PEPPER & SON INC J W              | \$109.95           |
|              | 40072558     | 11/26/2019 | 1003736       | PETROLEUM TRADERS CORP.           | \$2,136.50         |
|              | 40072559     | 11/26/2019 | 081155        | PIAA FOUNDATION                   | \$25.00            |
|              | 40072560     | 11/26/2019 | 1005348       | PREPARING ADOLESCENTS WITH AUTISM | \$40,000.00        |
|              | 40072561     | 11/26/2019 | 1006564       | REHAB AFTER WORK                  | \$50.00            |
|              | 40072562     | 11/26/2019 | 085720        | ROSENAU CO INC, PHILIP            | \$252.50           |
|              | 40072563     | 11/26/2019 | 085750        | ROTHWELL DOCUMENT SOLUTIONS       | \$1,604.62         |
|              | 40072564     | 11/26/2019 | 1000833       | SCHOLASTIC EDUCATION INSIDE SALES | \$44.27            |
|              | 40072565     | 11/26/2019 | 090650        | STOELTING                         | \$86.85            |
|              | 40072566     | 11/26/2019 | 1007137       | SUNBELT RENTALS, INC.             | \$4,105.48         |
|              | 40072567     | 11/26/2019 | 080053        | SUPERIOR DISTRIBUTION             | \$131.70           |
|              | 40072568     | 11/26/2019 | 091390        | SWANSON, INC., ROBERT S           | \$468.00           |
|              | 40072569     | 11/26/2019 | 091360        | SWEET, STEVENS, KATZ, & WILLIAMS  | \$12,708.23        |
|              | 40072570     | 11/26/2019 | 1003277       | T&FCA OF GP, INC.                 | \$40.00            |

## West Chester Area School District Check Register

| Fund Charged | Check Number | Check Date | Vendor Number             | Vendor Name                       | Transaction Amount |
|--------------|--------------|------------|---------------------------|-----------------------------------|--------------------|
| 01           | 40072571     | 11/26/2019 | 092110                    | TEACHER'S DISCOVERY               | \$108.99           |
|              | 40072572     | 11/26/2019 | 082200                    | PHILADELPHIA NEWSPAPERS INC       | \$578.00           |
|              | 40072573     | 11/26/2019 | 092357                    | THERAPY SHOPPE, INC               | \$89.97            |
|              | 40072574     | 11/26/2019 | 093347                    | TWIN VALLEY SCHOOL DISTRICT       | \$4,130.40         |
|              | 40072575     | 11/26/2019 | 093630                    | UNITED PARCEL SERVICE             | \$44.17            |
|              | 40072576     | 11/26/2019 | 093600                    | UNITED REFRIGERATION CO           | \$835.00           |
|              | 40072577     | 11/26/2019 | 1007797                   | URSINUS COLLEGE                   | \$500.00           |
|              | 40072578     | 11/26/2019 | 093395                    | US GAMES                          | \$156.08           |
|              | 40072579     | 11/26/2019 | 1006612                   | VALLEY FORGE EDUCATIONAL SERVICES | \$32,312.50        |
|              | 40072580     | 11/26/2019 | 049790                    | W. W. GRAINGER, INC.              | \$455.62           |
|              | 40072581     | 11/26/2019 | 1001349                   | WATER GUY, THE                    | \$115.33           |
|              | 40072582     | 11/26/2019 | 096741                    | WEST CHESTER UNIVERSITY           | \$400.00           |
|              | 40072583     | 11/26/2019 | 1004971                   | WEST CHESTER UNIVERSITY BB        | \$600.00           |
|              | 40072584     | 11/26/2019 | 097000                    | WEST GOSHEN TOWNSHIP              | \$7,550.60         |
|              | 40072585     | 11/26/2019 | 1007278                   | WILMINGTON TRUST                  | \$780.00           |
| 40072586     | 11/26/2019   | 1007421    | XTEL COMMUNICATIONS, INC. | \$2,005.00                        |                    |
| 01           | - Total      |            |                           |                                   | \$1,105,904.13     |
| 22           | 40072497     | 11/26/2019 | 1001073                   | AMAZON                            | \$437.21           |
| 22           | - Total      |            |                           |                                   | \$437.21           |
| 29           | 40072524     | 11/26/2019 | 9486                      | FIELD, JODY                       | \$130.00           |
| 29           | - Total      |            |                           |                                   | \$130.00           |
| 30           | 40072507     | 11/26/2019 | 1004477                   | BLACKNEY HAYES ARCHITECTS         | \$7,498.21         |
|              | 40072515     | 11/26/2019 | 1008731                   | CROWN CASTLE                      | \$5,477.65         |
|              | 40072537     | 11/26/2019 | 1006736                   | JBM MECHANICAL, INC.              | \$21,892.12        |
|              | 40072578     | 11/26/2019 | 093395                    | US GAMES                          | \$1,606.48         |
| 30           | - Total      |            |                           |                                   | \$36,474.46        |
| 50           | 80037565     | 11/26/2019 | 031810                    | DECA                              | \$864.00           |
|              | 80037566     | 11/26/2019 | 031810                    | DECA                              | \$1,936.00         |
|              | 80037567     | 11/26/2019 | 1000406                   | DECA                              | \$1,072.68         |
|              | 80037568     | 11/26/2019 | 060910                    | JOHNS HOPKINS UNIVERSITY          | \$2,030.00         |
|              | 80037569     | 11/26/2019 | 065230                    | KRAPF'S COACHES, INC.             | \$3,240.00         |
|              | 80037570     | 11/26/2019 | 079853                    | ON THE GO KIDS, INC               | \$247.07           |
| 50           | - Total      |            |                           |                                   | \$9,389.75         |
| 51           | 80037571     | 11/26/2019 | 1001073                   | AMAZON                            | \$64.14            |
|              | 80037572     | 11/26/2019 | 065200                    | KRAPF JR & SON INC GEORGE         | \$2,511.72         |

**West Chester Area School District  
Check Register**

| Fund Charged           | Check Number | Check Date | Vendor Number | Vendor Name                 | Transaction Amount    |
|------------------------|--------------|------------|---------------|-----------------------------|-----------------------|
| 51                     | 80037573     | 11/26/2019 | 065230        | KRAPF'S COACHES, INC.       | \$400.00              |
|                        | 80037574     | 11/26/2019 | 1003718       | NATIONAL LIBERTY MUSEUM     | \$1,372.00            |
|                        | 80037575     | 11/26/2019 | 081545        | PEOPLE'S LIGHT & THEATRE CO | \$320.00              |
|                        | 80037576     | 11/26/2019 | 1008431       | UNITE FOR HER               | \$175.62              |
|                        | 80037577     | 11/26/2019 | 1001349       | WATER GUY, THE              | \$98.85               |
| <b>51 - Total</b>      |              |            |               |                             | <b>\$4,942.33</b>     |
| <b>Overall - Total</b> |              |            |               |                             | <b>\$1,157,277.88</b> |

## West Chester Area School District Electronic Funds Transfer Register

| Fund Charged           | Check Number | Check Date | Vendor Number | Vendor Name                    | Transaction Amount |
|------------------------|--------------|------------|---------------|--------------------------------|--------------------|
| 01                     | V1003510     | 11/26/2019 | 1000738       | ACCOMMODATION MOLLEN           | \$62.00            |
|                        | V1003511     | 11/26/2019 | 009490        | AUTOARENT OF WEST CHESTER, INC | \$53.98            |
|                        | V1003512     | 11/26/2019 | 014300        | BLICK ART MATERIALS            | \$239.20           |
|                        | V1003513     | 11/26/2019 | 042300        | FAULKNER PONTIAC BUICK         | \$225.12           |
|                        | V1003514     | 11/26/2019 | 043605        | FOX ROTHSCHILD LLP             | \$9,644.29         |
|                        | V1003515     | 11/26/2019 | 062980        | KELLAM LAWN MOWER              | \$129.90           |
|                        | V1003516     | 11/26/2019 | 1000578       | LEARNING A-Z                   | \$1,099.45         |
|                        | V1003517     | 11/26/2019 | 1007721       | LIFE COUNSELING SERVICES       | \$2,925.00         |
|                        | V1003518     | 11/26/2019 | 077475        | PARTS SERVICE - FRAZER         | \$1,032.92         |
|                        | V1003519     | 11/26/2019 | 084465        | REALLY GOOD STUFF              | \$4,246.18         |
|                        | V1003520     | 11/26/2019 | 085878        | RUMSEY ELECTRIC COMPANY        | \$255.72           |
|                        | V1003521     | 11/26/2019 | 086710        | SCHOOL SPECIALTY INC           | \$928.74           |
|                        | V1003522     | 11/26/2019 | 1000679       | SHERWIN WILLIAMS               | \$4.01             |
|                        | V1003523     | 11/26/2019 | 1003378       | SOCIAL THINKING                | \$97.28            |
|                        | V1003524     | 11/26/2019 | 090190        | STAR PRINTING INC.             | \$418.40           |
|                        | V1003525     | 11/26/2019 | 092000        | TAYLORS MUSIC STORE            | \$168.00           |
|                        | V1003526     | 11/26/2019 | 093337        | TUTTLE MARKETING SVCS INC      | \$320.00           |
|                        | V1003527     | 11/26/2019 | 093609        | U.S. MUNICIPAL SUPPLY, INC.    | \$961.59           |
|                        | V1003528     | 11/26/2019 | 095760        | WEINSTEIN SUPPLY CORPORATION   | \$134.86           |
|                        | V1003529     | 11/26/2019 | 1008068       | WILLIAMS SCOTSMAN, INC         | \$1,468.00         |
|                        | V1003530     | 11/26/2019 | 1004004       | WORKPLACE CENTRAL              | \$105.95           |
| <b>01 - Total</b>      |              |            |               |                                | <b>\$24,520.59</b> |
| 30                     | V1003529     | 11/26/2019 | 1008068       | WILLIAMS SCOTSMAN, INC         | \$3,746.00         |
| <b>30 - Total</b>      |              |            |               |                                | <b>\$3,746.00</b>  |
| 50                     | V5000319     | 11/26/2019 | 093337        | TUTTLE MARKETING SVCS INC      | \$4,273.80         |
| <b>50 - Total</b>      |              |            |               |                                | <b>\$4,273.80</b>  |
| 51                     | V5000320     | 11/26/2019 | 049450        | GOPHER SPORT                   | \$34.16            |
| <b>51 - Total</b>      |              |            |               |                                | <b>\$34.16</b>     |
| <b>Overall - Total</b> |              |            |               |                                | <b>\$32,574.55</b> |

Student Activity Accounts

| Budget Unit | Project | Project Title                | November 30,<br>2019 |
|-------------|---------|------------------------------|----------------------|
| 50000221    | 005221  | BEST BUDDIES                 | 1,042.08             |
| 50000222    | 005222  | BEST BUDDIES                 | 361.43               |
| 50000223    | 005223  | BEST BUDDIES                 | 3,441.99             |
| 50000326    | 005326  | BEST BUDDIES                 | 2,190.05             |
| 50000327    | 005327  | BEST BUDDIES                 | 829.86               |
| 50000328    | 005328  | BEST BUDDIES                 | 964.56               |
| 50000221    | 006221  | BLACK STUDENT UNION          | 3,303.04             |
| 50000222    | 006222  | BLACK STUDENT UNION          | 1,222.43             |
| 50000223    | 006223  | BLACK STUDENT UNION          | 1,751.92             |
| 50000327    | 008327  | 8 <sup>th</sup> GRADE DANCE  | 698.00               |
| 50000221    | 010221  | CLASS OF 2021                | 4,108.54             |
| 50000222    | 010222  | CLASS OF 2021                | 6,162.90             |
| 50000223    | 010223  | CLASS OF 2021                | 3,600.86             |
| 50000221    | 011221  | CLASS OF 2022                | 3,258.07             |
| 50000222    | 011222  | CLASS OF 2022                | 2,611.48             |
| 50000223    | 011223  | CLASS OF 2022                | 6,849.73             |
| 50000221    | 012221  | CLASS OF 2017                | 1,846.00             |
| 50000222    | 012222  | CLASS OF 2017                | 222.26               |
| 50000223    | 012223  | CLASS OF 2017                | 3,096.00             |
| 50000221    | 015221  | CLASS OF 2020                | 13,236.50            |
| 50000222    | 015222  | CLASS OF 2020                | 27,658.57            |
| 50000223    | 015223  | CLASS OF 2020                | 17,288.82            |
| 50000221    | 016221  | MOCK TRIAL TEAM              | 11.90                |
| 50000221    | 017221  | MODEL U.N.                   | 2,331.24             |
| 50000223    | 017223  | MODEL U.N.                   | 3,248.02             |
| 50000221    | 018221  | DECA                         | 6,159.15             |
| 50000222    | 018222  | DECA                         | 14,074.71            |
| 50000223    | 018223  | DECA                         | 20,664.77            |
| 50000223    | 019223  | IDRYO (LITERARY MAGAZINE)    | 49.12                |
| 50000221    | 020221  | ROTARY/INTERACT              | 830.43               |
| 50000222    | 020222  | INTERACT                     | 2,586.45             |
| 50000221    | 021221  | MULTICULTURAL CLUB           | 326.48               |
| 50000221    | 022221  | F.B.L.A. HENDERSON           | 1,489.31             |
| 50000221    | 023221  | VIDEO PRODUCTION CLUB        | 168.96               |
| 50000222    | 023222  | WVIK CLUB                    | 365.93               |
| 50000223    | 023223  | PHOTOGRAPHY CLUB             | 2,891.00             |
| 50000221    | 025221  | ARTNERSHIPS                  | 256.10               |
| 50000221    | 028221  | WARRIORS HELPING WARRIORS    | 69.71                |
| 50000222    | 025222  | RELAY FOR LIFE               | 694.64               |
| 50000221    | 027221  | GIRL UP                      | 1,363.05             |
| 50000221    | 032221  | WORLD LANGUAGE HONOR SOCIETY | 879.46               |
| 50000221    | 034221  | NATIONAL HONOR SOCIETY       | 3,446.75             |
| 50000222    | 034222  | NATIONAL HONOR SOCIETY       | 557.22               |
| 50000223    | 034223  | NATIONAL HONOR SOCIETY       | 1,009.88             |
| 50000221    | 036221  | NEWSPAPER                    | 654.78               |
| 50000221    | 037221  | SPEECH & DEBATE              | 212.55               |
| 50000222    | 038222  | FASHION CLUB                 | 521.05               |



Student Activity Accounts

| Budget Unit | Project | Project Title                | November 30,<br>2019 |
|-------------|---------|------------------------------|----------------------|
| 50000223    | 038223  | FASHION CLUB                 | 406.57               |
| 50000221    | 039221  | HELPING HANDS CLUB           | 77.92                |
| 50000222    | 039222  | HANDS TO HEARTS              | 22.34                |
| 50000221    | 040221  | S.A.D.D.                     | 1,788.79             |
| 50000222    | 040222  | S.A.D.D.                     | 1,041.54             |
| 50000223    | 040223  | S.A.D.D.                     | 1,603.64             |
| 50000221    | 041221  | SCIENCE OLYMPIAD             | 1,162.05             |
| 50000222    | 041222  | SCIENCE OLYMPIAD             | 231.13               |
| 50000223    | 041223  | SCIENCE OLYMPIAD             | 1,517.94             |
| 50000221    | 042221  | SKI CLUB                     | 0.21                 |
| 50000223    | 042223  | SKI CLUB                     | 1,630.86             |
| 50000326    | 042326  | SKI CLUB                     | 3,760.53             |
| 50000221    | 043221  | PHYSICS OLYMPIAD             | 281.22               |
| 50000327    | 045327  | ART CLUB                     | 21.70                |
| 50000221    | 046221  | NATIONAL ART HONOR SOCIETY   | 1,087.86             |
| 50000222    | 046222  | NATIONAL ART HONOR SOCIETY   | 134.58               |
| 50000222    | 049222  | HOUSE OF HOPE                | 74.63                |
| 50000221    | 050221  | STUDENT COUNCIL              | 1,766.32             |
| 50000222    | 050222  | STUDENT COUNCIL              | 17,332.43            |
| 50000223    | 050223  | STUDENT COUNCIL              | 12,682.43            |
| 50000326    | 050326  | STUDENT COUNCIL              | 11,283.51            |
| 50000327    | 050327  | STUDENT COUNCIL              | 7,838.64             |
| 50000328    | 050328  | STUDENT COUNCIL              | 18,643.82            |
| 50000221    | 051221  | GSA                          | 166.17               |
| 50000223    | 051223  | RUSTIN GSA                   | 1,005.27             |
| 50000326    | 051326  | GSA                          | 313.60               |
| 50000222    | 052222  | OPERATION SMILE              | 125.02               |
| 50000221    | 054221  | HIGH SCHOOL YEARBOOK         | 4,460.39             |
| 50000222    | 054222  | HIGH SCHOOL YEARBOOK         | 18,621.58            |
| 50000223    | 054223  | HIGH SCHOOL YEARBOOK         | 3,783.03             |
| 50000327    | 054327  | MIDDLE SCHOOL YEARBOOK       | 206.54               |
| 50000328    | 054328  | MIDDLE SCHOOL YEARBOOK       | 3,544.96             |
| 50000221    | 058221  | ANIME CLUB                   | 23.49                |
| 50000223    | 060223  | GERMAN CLUB                  | 986.27               |
| 50000221    | 061221  | MU ALPHA THETA HONOR SOCIETY | 1,050.51             |
| 50000222    | 061222  | MATH CLUB                    | 65.32                |
| 50000221    | 062221  | ACADEMIC TEAM - HENDERSON    | 2,451.60             |
| 50000223    | 062223  | ACADEMIC TEAM - RUSTIN       | 194.19               |
| 50000223    | 064223  | AMERICAN LATINO PROGRAM      | 209.50               |
| 50000221    | 070221  | SCHOOL MUSICAL               | 21,006.39            |
| 50000222    | 070222  | BROADWAY SHOW                | 27,872.49            |
| 50000223    | 070223  | THEATER FUND                 | 12,316.20            |
| 50000221    | 072221  | CALLIOPE                     | 923.83               |
| 50000326    | 073326  | FOOTBALL ACTIVITY FUND       | 2,661.03             |
| 50000326    | 074326  | CHEER CLUB                   | 2,767.46             |
| 50000326    | 075326  | WRESTLING ACTIVITY           | 170.58               |
| 50000326    | 076326  | TRACK & FIELD ACTIVITY       | 773.91               |

Student Activity Accounts

| Budget Unit                   | Project | Project Title             | November 30,<br>2019 |
|-------------------------------|---------|---------------------------|----------------------|
| 50000221                      | 077221  | TRI-M MUSIC HONOR SOCIETY | 660.00               |
| 50000221                      | 078221  | MUSIC DEPARTMENT FUND     | 3,663.82             |
| 50000222                      | 078222  | CHORAL FUND               | 1,133.09             |
| 50000223                      | 078223  | CHORAL FUND               | 4,691.35             |
| 50000222                      | 086222  | COMPUTER ACCOUNT          | 1,115.53             |
| 50000221                      | 087221  | ROBOTICS CLUB             | 2,211.20             |
| 50000221                      | 090221  | DRAMA CLUB                | 5,901.97             |
| 50000326                      | 090326  | DRAMA                     | 23,643.92            |
| 50000327                      | 090327  | DRAMA                     | 12,690.23            |
| 50000328                      | 090328  | DRAMA                     | 22,755.26            |
| 50000221                      | 093221  | STUDENTS HELPING STUDENTS | 745.62               |
| 50000222                      | 093222  | KARE - EAST               | 1,047.99             |
| 50000326                      | 093326  | PEIRCE PROUD KIDS         | 804.76               |
| 50000328                      | 093328  | FUGETT CARES              | 128.00               |
| 50000223                      | 094223  | MEGA CLUB                 | 728.03               |
| 50000221                      | 095221  | FEMPOWERMENT CLUB         | 130.00               |
| 50000221                      | 097221  | KIDS 4 KIDS               | 127.34               |
| 50000222                      | 098222  | FORGN LANG HONOR SOCIETY  | 3,404.59             |
| <b>Total Fund 50 Projects</b> |         |                           | <b>446,280.44</b>    |
| 51000327                      | 142327  | SKI CLUB                  | 1,293.26             |
| 51000330                      | 164330  | ACTIVITY FUND             | 6,850.46             |
| 51000432                      | 164432  | ACTIVITY FUND             | 949.40               |
| 51000437                      | 164437  | ACTIVITY FUND             | 20,068.96            |
| 51000438                      | 164438  | ACTIVITY FUND             | 2,391.67             |
| 51000440                      | 164440  | ACTIVITY FUND             | 2,511.65             |
| 51000444                      | 164444  | ACTIVITY FUND             | 13,631.82            |
| 51000445                      | 164445  | ACTIVITY FUND             | 3,275.24             |
| 51000447                      | 164447  | ACTIVITY FUND             | 6,994.05             |
| 51000448                      | 164448  | ACTIVITY FUND             | 10,496.13            |
| 51000451                      | 164451  | ACTIVITY FUND             | 10,742.58            |
| 51000452                      | 164452  | ACTIVITY FUND             | 9,736.96             |
| 51000453                      | 164453  | ACTIVITY FUND             | 6,322.41             |
| 51000931                      | 164931  | ACTIVITY FUND             | 252.79               |
| 51000955                      | 164955  | ACTIVITY FUND             | 123.64               |
| 51000451                      | 179451  | PHYSICAL EDUCATION        | 798.88               |
| 51000221                      | 180221  | CLEARING ACCOUNT          | 9,081.08             |
| 51000222                      | 180222  | CLEARING ACCOUNT          | 5,562.45             |
| 51000223                      | 180223  | CLEARING ACCOUNT          | 8,774.37             |
| 51000326                      | 180326  | CLEARING ACCOUNT          | 8,472.39             |
| 51000327                      | 180327  | CLEARING ACCOUNT          | 645.32               |
| 51000328                      | 180328  | CLEARING ACCOUNT          | 13,530.77            |
| 51000955                      | 182955  | COLLEGE SCHOLRSHP FD ADM  | 3,570.96             |
| 51000222                      | 191222  | SCHOOL SIGN EHS           | 3,844.98             |
| 51000452                      | 193452  | LIFE SKILLS SUPPORT       | 21.88                |
| 51000440                      | 194440  | FIELD TRIP ACCT           | 8,515.36             |
| 51000327                      | 195327  | FIELD TRIP STET 6         | 3,122.19             |
| 51000327                      | 196327  | FIELD TRIP STET 7         | 1,594.90             |

Student Activity Accounts

| Budget Unit | Project | Project Title                          | November 30,<br>2019 |
|-------------|---------|----------------------------------------|----------------------|
| 51000327    | 197327  | FIELD TRIP STET 8                      | 3,559.48             |
| 51000221    | 202221  | IMPROVEMENT FUND                       | 15,311.10            |
| 51000222    | 202222  | IMPROVEMENT FUND                       | 26,143.46            |
| 51000223    | 202223  | IMPROVEMENT FUND                       | 1,535.57             |
| 51000326    | 202326  | IMPROVEMENT FUND                       | 427.84               |
| 51000327    | 202327  | IMPROVEMENT FUND                       | 2,476.76             |
| 51000328    | 202328  | IMPROVEMENT FUND                       | 1,357.08             |
| 51000222    | 203222  | HEART MONITOR/PE ACCT                  | 4,465.83             |
| 51000223    | 203223  | PE HEART MONITORS                      | 4,005.82             |
| 51000222    | 209222  | ENGLISH DEPT                           | 4,821.00             |
| 51000222    | 210222  | LIBRARY FUND                           | 1,012.02             |
| 51000223    | 210223  | LIBRARY FUND                           | 309.25               |
| 51000326    | 210326  | LIBRARY FUND                           | 993.23               |
| 51000327    | 210327  | LIBRARY FUND                           | 801.91               |
| 51000328    | 210328  | LIBRARY FUND                           | 2,395.36             |
| 51000438    | 210438  | LIBRARY FUND                           | 571.99               |
| 51000440    | 210440  | LIBRARY FUND                           | 421.44               |
| 51000444    | 210444  | LIBRARY FUND                           | 4,443.23             |
| 51000445    | 210445  | LIBRARY FUND                           | 2,192.79             |
| 51000447    | 210447  | LIBRARY FUND                           | 632.94               |
| 51000448    | 210448  | LIBRARY FUND                           | 12,639.04            |
| 51000451    | 210451  | LIBRARY FUND                           | 89.53                |
| 51000452    | 210452  | LIBRARY FUND                           | 11,711.54            |
| 51000453    | 210453  | LIBRARY FUND                           | 7,724.04             |
| 51000221    | 211221  | HEALTH FITNESS/HRM                     | 2,273.70             |
| 51000326    | 214326  | MUSIC FUND                             | 11,803.10            |
| 51000327    | 214327  | MUSIC FUND                             | 1,085.87             |
| 51000328    | 214328  | MUSIC FUND                             | 1,311.49             |
| 51000448    | 214448  | MUSIC FUND                             | 90.67                |
| 51000222    | 216222  | PAVE THE WAY                           | 1,639.76             |
| 51000221    | 234221  | STUDENT ASSISTANCE FUND                | 9,354.85             |
| 51000222    | 234222  | STUDENT ASSISTANCE FUND                | 16,124.81            |
| 51000223    | 234223  | STUDENT ASSISTANCE FUND                | 2,868.40             |
| 51000328    | 234328  | STUDENT ASSISTANCE FUND                | 9,456.28             |
| 51000221    | 250221  | BRUNO SCHOLARSHIP                      | 10,506.58            |
| 51000953    | 250953  | ACTIVITY FEE WAIVER FUND STUDENT       | 1,139.98             |
| 51000221    | 251221  | RICK MAERKER MEMORIAL SCHOLARSHIP      | 14,793.38            |
| 51000223    | 251223  | ARSCOTT SOCCER SCHOLARSHIP             | 117.19               |
| 51000221    | 252221  | B REED HNDERSON SCHOLARSHIP            | 902.74               |
| 51000221    | 253221  | VICKY AHLUM MEMORIAL SCHOLARSHIP       | 5,093.90             |
| 51000221    | 254221  | PEER BEST BUDDIES SCHOLARSHIP          | 280.53               |
| 51000222    | 254222  | CLASS OF 2005 SCHOLARSHIP              | 2,244.73             |
| 51000221    | 255221  | BOYS LACROSSE BOOSTERS AWARD           | 5,765.02             |
| 51000222    | 255222  | RECYCLING SCHOLARSHIP                  | 490.19               |
| 51000221    | 257221  | JEANNE D. SCIUBBA MEMORIAL SCHOLARSHIP | 4.92                 |
| 51000223    | 258223  | BIANCA ROBERSON SCHOLARSHIP            | 10,555.87            |
| 51000955    | 259955  | MATLACK MEMORIAL TRUST FUND            | 5,043.76             |

Student Activity Accounts

| Budget Unit                                                         | Project | Project Title            | November 30,<br>2019       |
|---------------------------------------------------------------------|---------|--------------------------|----------------------------|
| 51000221                                                            | 261221  | TRAPNELL SCHOLARSHIP     | 118,581.51                 |
| 51000221                                                            | 265221  | TUKLOFF MEMORIAL TRUST   | 1,467.49                   |
| 51000222                                                            | 268222  | WENKE SCHOLSP FUND       | 8,630.06                   |
| 51000221                                                            | 269221  | THOMAS WEEKS SCHOLARSHIP | 564.06                     |
| 51000955                                                            | 290955  | UNDISTRIBUTED INCOME     | 9,564.63                   |
| <b>Total Fund 51 Projects</b>                                       |         |                          | <b>524,974.27</b>          |
| <b>Fund 50 / 51 - Combined Project Totals</b>                       |         |                          | <b>971,254.71</b>          |
| <b>Fund 50 / 51 - Combined Accounts Payable</b>                     |         |                          | <b>27,430.69</b>           |
| <b>Fund 50 / 51 - Due to / from other funds</b>                     |         |                          | <b>15,334.68</b>           |
| <b>Total Student Activity and Agency Funds</b>                      |         |                          | <b><u>1,014,020.08</u></b> |
| <b>Fund 50 / 51 - Cash Account Balances as of November 30, 2019</b> |         |                          |                            |
|                                                                     |         | <b>Total Cash</b>        | <b><u>1,014,020.08</u></b> |
| <b>Total Student and Agency Activity Funds</b>                      |         |                          | <b><u>1,014,020.08</u></b> |

**WEST CHESTER AREA SCHOOL DISTRICT  
FOOD SERVICES CASH BALANCE STATEMENT AND DISBURSEMENT APPROVAL REPORT  
NOVEMBER 30, 2019**

**OPERATING CASH**

|                                                               |            |                             |
|---------------------------------------------------------------|------------|-----------------------------|
| <u>CASH BALANCE OCTOBER 31, 2019</u>                          | \$         | 329,282.71                  |
| <br><u>RECEIPTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019</u>      |            |                             |
| DEPOSITS                                                      | 59,862.38  |                             |
| DEPOSITS ON ACCOUNT                                           | 256,996.98 |                             |
| INTEREST                                                      | 972.47     |                             |
| SALE OF EQUIPMENT                                             |            |                             |
| POS FEES RECEIVED                                             | 1,015.99   |                             |
| ARAMARK REIMBURSEMENT                                         |            |                             |
| TRANSFER FROM INVESTMENTS ACCOUNT                             |            |                             |
| TOTAL RECEIPTS                                                | _____      | 318,847.82                  |
| <br><u>DISBURSEMENTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019</u> |            |                             |
| BANK FEES                                                     | 210.76     |                             |
| POS SERVICE CHARGES                                           |            |                             |
| EQUIPMENT PURCHASES                                           |            |                             |
| ARAMARK PAYMENTS                                              | 321,344.88 |                             |
| STUDENT REFUNDS                                               | 48.90      |                             |
| ARAMARK MAINTENANCE SUPPLIES                                  | -          |                             |
| OTHER                                                         | -          |                             |
| TOTAL DISBURSEMENTS                                           | _____      | 321,604.54                  |
| <br><u>CASH BALANCE NOVEMBER 30, 2019</u>                     | <br>\$     | <br><u><u>32,652.99</u></u> |

**INVESTMENTS**

|                                                               |            |                                |
|---------------------------------------------------------------|------------|--------------------------------|
| <u>INVESTMENT BALANCE OCTOBER 31, 2019</u>                    | \$         | 1,077,822.56                   |
| <br><u>RECEIPTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019</u>      |            |                                |
| TRANSFERS FROM CHECKING ACCOUNT:                              |            |                                |
| STATE SUBSIDY:                                                | 180,099.72 |                                |
| INTEREST:                                                     | 1,589.96   |                                |
| TOTAL ADDITIONS                                               |            | 181,689.68                     |
| <br><u>DISBURSEMENTS NOVEMBER 1, 2019 - NOVEMBER 30, 2019</u> |            |                                |
| TRANSFER TO CHECKING ACCOUNT                                  | _____      |                                |
| TOTAL DISBURSEMENTS                                           |            | _____ 0.00                     |
| <br><u>INVESTMENT BALANCE NOVEMBER 30, 2019</u>               | <br>\$     | <br><u><u>1,259,512.24</u></u> |

**PREPAID STUDENT ACCOUNTS**

|                                                               |        |                              |
|---------------------------------------------------------------|--------|------------------------------|
| <u>PREPAID STUDENT ACCOUNTS BALANCE OCTOBER 31, 2019</u>      | \$     | <u>284,459.98</u>            |
| <br>ADD: RECEIVED ON ACCOUNT                                  |        |                              |
| TOTAL ADDITIONS                                               |        | 256,655.27                   |
| <br>DEDUCT: PREPAIDS USED                                     |        |                              |
| TOTAL DEDUCTIONS                                              |        | 263,166.70                   |
| <br><u>PREPAID STUDENT ACCOUNTS BALANCE NOVEMBER 30, 2019</u> | <br>\$ | <br><u><u>277,948.55</u></u> |

WEST CHESTER AREA SCHOOL DISTRICT  
DECEMBER 16, 2019  
STATEMENT OF DISBURSEMENTS SUMMARY  
FOR THE PERIOD NOVEMBER 1, 2019 - NOVEMBER 30, 2019

|                                                                      |                      |
|----------------------------------------------------------------------|----------------------|
| GENERAL FUND DISBURSEMENTS                                           | 21,785,353.87        |
| includes Technology,<br>Federal Programs and any Special State Funds |                      |
| BILLS PAID                                                           | 21,785,353.87        |
| INVESTMENTS                                                          | 0.00                 |
| <br>                                                                 |                      |
| CAPITAL RESERVE FUND                                                 | 255,009.48           |
| CAPITAL PROJECTS FUND                                                | 898,388.25           |
| SPECIAL REVENUE - Athletics                                          | 5,946.55             |
| TRUST FUNDS                                                          | 3,287.46             |
| CAFETERIA                                                            | 321,393.78           |
| STUDENT ACTIVITY FUND DISBURSEMENTS                                  | 59,921.62            |
| TRUST AND AGENCY FUND DISBURSEMENTS                                  | <u>29,245.84</u>     |
| <br>                                                                 |                      |
| TOTAL DISBURSEMENTS                                                  | <u>23,358,546.85</u> |

NOTE: A copy of the details of the above disbursements is available for review from the Board Secretary.

**WEST CHESTER AREA SCHOOL DISTRICT**

**December 16, 2019 SCHOOL BOARD MEETING**

**CONSENT AGENDA RESOLUTION**

**Approval of the November 30, 2019 Financial Report**

Approval is requested for the West Chester School District Financial Report for the month ending November 30, 2019.

I so move.

**2019-20 General Fund Financial Analysis**

The expenses and revenues as of November 2019 represent 5 months of our financial activity for the District. To date we have collected \$170.1 million in real estate taxes, we have \$1.8 million more in taxes to collect to achieve our budget. Our YTD current real estate tax collections are trending in-line with last year as compared to budget.

The second largest local revenue category is Earned Income Tax which is 1.27% ahead of last year's collections. We have received \$2,468,540.33 in transfer taxes year to date, this amount is ahead of last year and is the result of the size and timing of property transfers within the District.

Our local revenues YTD total \$183.9 million or 89.98% of budget. State revenues are on target with budget, the largest component to date is \$3.6 million in gaming revenues. Year to date we have received \$4.8 million in combined Basic Education and Special Education subsidies which is on target with budget. Federal revenues are also on target with budget.

We have made some revisions to our expenses for the 2019-20 school year. The revisions include a \$513,799 reduction of salaries and benefits related to average teacher salary, extra duty pay and other headcount revisions. An increase in Professional & Technical services in the amount of \$213,515 related to IDEA funding and an increase in debt service of \$123,548 related to our new \$40.0 million borrowing, offset by a decrease in variable rate debt in the amount of \$50,000. A reduction of Charter school tuition expense in the amount of \$950,000 due to lower than expected enrollments. We increased educational supplies in the amount of \$7,021 in the PPA budgets as a result of higher than anticipated District enrollment. We will continue to monitor our expenses throughout the year and any savings recognized will be set aside to help offset the millage increase for 2020-21.

And as you can see on the statement, we have budgeted \$261.8 million in expenses and \$252.6 million in revenues this year and we budgeted to use \$9.2 million of our fund balance to close the gap between the expenses and revenues.

Our fund balance is projected to be \$32.0 million at June 30th but we have a \$6.5 million budget gap to close for the 2020-21 budget so we may need to use a portion of the fund balance to close the gap.

This concludes the financial report.

John T. Scully, School Board Treasurer

West Chester Area School District  
 2019-20 General Fund Including Technology and Federal Programs  
 Revenue for the Month Ending November 30, 2019

|                            | CURRENT YR<br>BUDGET  | YEAR TO DATE<br>REVENUE | AVAILABLE<br>BALANCE | YTD RECEIPTS<br>CURR VS. PRIOR YR | % OF BUDGET<br>RECEIVED<br>CURRENT YR | % OF BUDGET<br>RECEIVED VS.<br>PRIOR YR |
|----------------------------|-----------------------|-------------------------|----------------------|-----------------------------------|---------------------------------------|-----------------------------------------|
| CURRENT REAL ESTATE        | 171,871,693.00        | 170,105,052.39          | 1,766,640.61         | 3,423,698.39                      | 98.97%                                | 99.14%                                  |
| INTERIM R. E. TAXES        | 1,186,171.00          | 363,959.59              | 822,211.41           | (48,702.40)                       | 30.68%                                | 34.65%                                  |
| PUBLIC UTILITY R. T.       | 200,000.00            | 177,571.36              | 22,428.64            | (15,249.65)                       | 88.79%                                | 96.41%                                  |
| EARNED INCOME TAXES        | 21,766,946.00         | 8,151,908.91            | 13,615,037.09        | 303,216.96                        | 37.45%                                | 36.18%                                  |
| REAL ESTATE TRANSFER       | 4,394,531.00          | 2,468,540.33            | 1,925,990.67         | 749,389.93                        | 56.17%                                | 39.90%                                  |
| DELIQU TAX LEVIED          | 2,858,800.00          | 767,211.09              | 2,091,588.91         | 86,566.60                         | 26.84%                                | 22.62%                                  |
| EARNINGS-INVESTMENTS       | 1,000,000.00          | 1,137,815.56            | (137,815.56)         | (6,497.23)                        | 113.78%                               | 228.87%                                 |
| PARKING FEES               | 60,000.00             | 55,245.00               | 4,755.00             | (2,793.00)                        | 92.08%                                | 96.73%                                  |
| RENTALS                    | 360,000.00            | 196,663.10              | 163,336.90           | (47,731.15)                       | 54.63%                                | 67.89%                                  |
| CONTRIBUTIONS              | 11,000.00             | 7,425.00                | 3,575.00             | (6,866.41)                        | 67.50%                                | 71.46%                                  |
| SUMMER SCHL TUITION        | 45,000.00             | 30,906.85               | 14,093.15            | (10,244.26)                       | 68.68%                                | 91.45%                                  |
| RCPTS OTHER LEA'S PA       | 78,000.00             | 66,677.06               | 11,322.94            | 20,732.23                         | 85.48%                                | 58.90%                                  |
| OUTDOOR EDU. TUITION       | 70,140.00             | 13,942.17               | 56,197.83            | (4,850.89)                        | 19.88%                                | 26.27%                                  |
| MISCELLANEOUS REVENU       | 76,000.00             | 81,395.40               | (5,395.40)           | 80,102.97                         | 107.10%                               | 1.70%                                   |
| REF PRIOR YR EXPEN.        | 25,000.00             | 2,416.06                | 22,583.94            | 1,416.95                          | 9.66%                                 | 4.00%                                   |
| ACTIVITY FEE REVENUE       | 380,485.00            | 287,565.00              | 92,920.00            | (18,000.00)                       | 75.58%                                | 80.31%                                  |
| ADVERTISING REVENUE        | -                     | 36.79                   | (36.79)              | (29.79)                           | 0.00%                                 | 0.00%                                   |
| <b>LOCAL REVENUES</b>      | <b>204,383,766.00</b> | <b>183,914,331.66</b>   | <b>20,469,434.34</b> | <b>4,504,159.25</b>               | <b>89.98%</b>                         | <b>89.64%</b>                           |
| BASIC INSTR. SUBSIDY       | 8,421,880.00          | 2,425,810.00            | 5,996,070.00         | 71,203.50                         | 28.80%                                | 28.68%                                  |
| TUITION ORPHANS            | 290,000.00            | -                       | 290,000.00           | -                                 | 0.00%                                 | 0.00%                                   |
| SPECIAL ED FUNDING         | 6,202,850.00          | 2,357,437.00            | 3,845,413.00         | 26,387.00                         | 38.01%                                | 37.58%                                  |
| PRR/APS DIRECT PAYMENTS    | -                     | -                       | -                    | (2,780.68)                        | 0.00%                                 | 0.00%                                   |
| TRANSPORTATION SUB.        | 3,674,145.00          | 203,919.00              | 3,470,226.00         | (21,232.00)                       | 5.55%                                 | 6.13%                                   |
| RENT SUBSIDY               | 1,110,285.00          | 179,679.58              | 930,605.42           | (19,216.17)                       | 16.18%                                | 17.87%                                  |
| MEDICAL-DENTAL SVCS.       | 250,300.00            | -                       | 250,300.00           | -                                 | 0.00%                                 | 0.00%                                   |
| BASIC ED REIM SUPP         | 3,598,253.00          | 3,598,252.82            | 0.18                 | 130,111.92                        | 100.00%                               | 100.00%                                 |
| SCHOOL SAFETY AND SECURITY | 400,050.00            | 400,050.00              | -                    | 400,050.00                        | 100.00%                               | 0.00%                                   |
| READY TO LEARN BLOCK GRANT | 399,095.00            | 399,095.00              | -                    | -                                 | 100.00%                               | 100.00%                                 |
| SOC SEC/MED SUBSIDY        | 3,790,382.00          | 575,822.14              | 3,214,559.86         | 31,742.48                         | 15.19%                                | 14.84%                                  |
| RETIREMENT SUBSIDY         | 16,975,431.00         | -                       | 16,975,431.00        | (1,735.93)                        | 0.00%                                 | 0.01%                                   |
| <b>STATE REVENUES</b>      | <b>45,112,671.00</b>  | <b>10,140,065.54</b>    | <b>34,972,605.46</b> | <b>614,530.12</b>                 | <b>22.48%</b>                         | <b>22.01%</b>                           |
| IDEA 619 FUNDS             | 4,500.00              | -                       | 4,500.00             | -                                 | 0.00%                                 | 0.00%                                   |
| IDEA PASS THROUGH          | 1,328,870.00          | -                       | 1,328,870.00         | -                                 | 0.00%                                 | 0.00%                                   |
| TITLE I                    | 704,467.00            | 119,759.19              | 584,707.81           | (21,134.22)                       | 17.00%                                | 16.87%                                  |
| TITLE II                   | 260,260.00            | 98,262.88               | 161,997.12           | (2,511.69)                        | 37.76%                                | 38.41%                                  |
| TITLE III LEP/IMMIGRAN     | 108,968.00            | 21,995.28               | 86,972.72            | (52,651.48)                       | 20.19%                                | 68.50%                                  |
| TITLE IV                   | 59,965.00             | 14,542.66               | 45,422.34            | (5,384.71)                        | 24.25%                                | 0.00%                                   |
| MA DIRECT SERVICES         | 470,000.00            | 10,297.28               | 459,702.72           | (1,020,809.52)                    | 2.19%                                 | 156.23%                                 |
| MA ADMIN TIME STUDY        | 30,000.00             | 19,918.67               | 10,081.33            | (9,576.24)                        | 66.40%                                | 98.32%                                  |
| <b>FEDERAL PROGRAMS</b>    | <b>2,967,030.00</b>   | <b>284,775.96</b>       | <b>2,682,254.04</b>  | <b>(1,112,067.86)</b>             | <b>9.60%</b>                          | <b>43.49%</b>                           |
| <b>TOTAL REVENUES</b>      | <b>252,463,467.00</b> | <b>194,339,173.16</b>   | <b>58,124,293.84</b> | <b>4,006,621.51</b>               | <b>76.98%</b>                         | <b>77.17%</b>                           |



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WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

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| ACCOUNT | TITLE                    | BUDGET        | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|---------|--------------------------|---------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 111     | REG SALARIES ADMIN       | 8,700,364.00  | 672,988.02             | .00                         | 3,864,817.70        | 4,835,546.30         | 44.42       |
| 121     | REG SALARIES PROF        | 70,435,151.00 | 6,394,171.70           | .00                         | 25,585,317.00       | 44,849,834.00        | 36.32       |
| 123     | EXTRA ASSIGN PROF        | 948,943.47    | 29,920.02              | .00                         | 563,734.02          | 385,209.45           | 59.41       |
| 124     | SABBATICL LV PROF        | 200,000.00    | 23,503.62              | .00                         | 84,676.32           | 115,323.68           | 42.34       |
| 125     | SUBJ CHRPRSN PROF        | 421,496.00    | 43,339.86              | .00                         | 156,773.57          | 264,722.43           | 37.19       |
| 127     | RETIREMT SEV PROF        | 392,000.00    | .00                    | .00                         | .00                 | 392,000.00           | .00         |
| 128     | HOMEBD INSTR PROF        | .00           | 413.00                 | .00                         | 413.00              | -413.00              | .00         |
| 135     | SUPPLEMTL CONTR PROF     | 2,167,000.00  | 120,829.70             | .00                         | 882,590.08          | 1,284,409.92         | 40.73       |
| 141     | REG SALARIES TECHNCL     | 3,803,212.00  | 311,552.06             | .00                         | 1,600,778.74        | 2,202,433.26         | 42.09       |
| 143     | EXTRA ASSIGN TECHNCL     | 1,000.00      | .00                    | .00                         | 2,058.25            | -1,058.25            | 205.83      |
| 151     | REG SALARIES OFFICE      | 2,944,642.00  | 279,636.99             | .00                         | 1,203,841.88        | 1,740,800.12         | 40.88       |
| 153     | O/T SALARIES OFFICE      | 65,838.15     | 3,899.46               | .00                         | 35,722.40           | 30,115.75            | 54.26       |
| 154     | SALARIES AIDES           | 491,684.00    | 55,894.11              | .00                         | 139,527.84          | 352,156.16           | 28.38       |
| 158     | TECH AIDES               | 422,300.00    | 54,957.49              | .00                         | 156,219.34          | 266,080.66           | 36.99       |
| 161     | REG SALARIES O & M       | 5,193,306.00  | 356,126.75             | .00                         | 1,799,605.21        | 3,393,700.79         | 34.65       |
| 162     | TEMP SALARIES O & M      | 75,000.00     | 11,818.50              | .00                         | 44,089.50           | 30,910.50            | 58.79       |
| 163     | O/T SALARIES O & M       | 185,500.00    | 24,260.91              | .00                         | 94,111.78           | 91,388.22            | 50.73       |
| 167     | CUSTODIAL SEVERANCE      | 40,000.00     | .00                    | .00                         | .00                 | 40,000.00            | .00         |
| 168     | TECH TRADE/CRAFTS        | 663,589.00    | 56,035.80              | .00                         | 244,710.50          | 418,878.50           | 36.88       |
| 171     | NEW HIRES                | .00           | -6,272.73              | .00                         | -1,850.70           | 1,850.70             | .00         |
| 173     | EXPENSE REPORTS          | .00           | 436.82                 | .00                         | 4,750.83            | -4,750.83            | .00         |
| 191     | REG SALARIES INSTRL AIDE | 2,274,981.00  | 310,249.52             | .00                         | 709,988.11          | 1,564,992.89         | 31.21       |
| 193     | O/T INSTRUCTIONAL AIDES  | 56,620.00     | 590.00                 | .00                         | 48,720.94           | 7,899.06             | 86.05       |
| 211     | MEDICAL INSURANCE        | 15,350,541.00 | 1,492,590.16           | .00                         | 6,165,347.57        | 9,185,193.43         | 40.16       |
| 212     | DENTAL INSURANCE         | 1,339,096.00  | 105,299.14             | .00                         | 432,267.81          | 906,828.19           | 32.28       |
| 213     | LIFE INSURANCE           | 186,987.00    | 17,740.92              | .00                         | 81,193.61           | 105,793.39           | 43.42       |
| 214     | INC. PROT. INS.          | 236,144.00    | 12,548.50              | .00                         | 53,388.99           | 182,755.01           | 22.61       |
| 215     | EYE CARE INS             | 198,559.00    | 17,082.97              | .00                         | 70,210.55           | 128,348.45           | 35.36       |
| 216     | PRESCRIPTION INS         | 4,839,799.00  | 334,188.33             | .00                         | 1,345,494.82        | 3,494,304.18         | 27.80       |
| 220     | SOCIAL SECURITY CONT     | 7,582,911.87  | 614,215.56             | .00                         | 2,657,680.24        | 4,925,231.63         | 35.05       |
| 230     | RETIREMENT CONTRIBS      | 33,959,919.44 | 2,910,299.42           | .00                         | 12,501,066.74       | 21,458,852.70        | 36.81       |
| 231     | RETIREMENT CONTR - DC    | .00           | 3,339.71               | .00                         | 11,344.25           | -11,344.25           | .00         |
| 240     | TUITION REIMBURSE        | 600,000.00    | 11,195.80              | .00                         | 148,464.86          | 451,535.14           | 24.74       |
| 250     | UNEMPLOYMENT COMP        | 380,000.00    | .00                    | .00                         | 16,493.58           | 363,506.42           | 4.34        |
| 260     | WORKMEN'S COMPENS        | 890,717.00    | 16,219.71              | .00                         | 367,810.23          | 522,906.77           | 41.29       |
| 290     | OTHER EMPLOYEE BEN       | .00           | 5,859.00               | .00                         | 265,610.95          | -265,610.95          | .00         |
| 300     | PRCHSD PR&TECH SVS       | 1,070.00      | .00                    | .00                         | 70.00               | 1,000.00             | 6.54        |
| 302     | PURCH PROF AIDES         | 3,353,357.99  | 137,274.59             | 2,548,486.46                | 524,426.64          | 280,444.89           | 91.64       |
| 303     | PURCH PROF TSS CCIU      | 620,368.00    | .00                    | .00                         | .00                 | 620,368.00           | .00         |
| 304     | PURCH PROF TSS CONTRACTE | 1,434,351.00  | 151,658.75             | .00                         | 296,569.13          | 1,137,781.87         | 20.68       |
| 310     | OFFICIAL/ADMIN SVCS      | 669,207.00    | 67,286.00              | .00                         | 254,737.12          | 414,469.88           | 38.07       |
| 315     | PURCH PROF TEACHER SUBS  | 2,303,225.74  | 233,871.21             | .00                         | 556,011.98          | 1,747,213.76         | 24.14       |
| 316     | PURCH PROF AIDES SUBS    | 250,000.00    | 29,755.97              | .00                         | 99,818.08           | 150,181.92           | 39.93       |
| 317     | PURCH PROF ADM SUPPRT SU | 100,000.00    | 5,580.60               | .00                         | 22,692.43           | 77,307.57            | 22.69       |
| 322     | PROF ED SVCS IU'S        | 5,953,309.00  | 6,710.40               | .00                         | 623,177.82          | 5,330,131.18         | 10.47       |
| 323     | PROF ED SVCS OTHER       | 2,977,592.00  | 200,944.36             | .00                         | 691,625.44          | 2,285,966.56         | 23.23       |

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| ACCOUNT | TITLE                     | BUDGET        | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP | AVAILABLE BALANCE | YTD/ BUD |
|---------|---------------------------|---------------|---------------------|--------------------------|------------------|-------------------|----------|
| 324     | PROF ED SRVS EMPL TRAIN.  | 125,804.82    | 19,558.39           | 4,574.00                 | 55,544.40        | 65,686.42         | 47.79    |
| 329     | PROF. EDUC. SVCS- OTHER   | 409,595.75    | 16,154.29           | .00                      | 51,367.49        | 358,228.26        | 12.54    |
| 330     | OTHER PROF SERVICES       | 2,779,760.47  | 166,983.76          | 55,491.68                | 697,614.19       | 2,026,654.60      | 27.09    |
| 340     | TECHNICAL SERVICES        | 22,995.00     | 7,998.00            | .00                      | 7,998.00         | 14,997.00         | 34.78    |
| 348     | PROF SVCS - TECHNLOGY     | 47,837.00     | 216.00              | .00                      | 45,088.39        | 2,748.61          | 94.25    |
| 350     | SECURITY/SAFETY SVCS      | 611,638.00    | 7,988.60            | 3,500.00                 | 22,108.70        | 586,029.30        | 4.19     |
| 390     | OTHER PURCH. SVCS         | 171,689.00    | 21,545.87           | 70.00                    | 84,714.20        | 86,904.80         | 49.38    |
| 422     | ELECTRICITY               | 1,728,000.00  | 125,157.54          | .00                      | 624,059.08       | 1,103,940.92      | 36.11    |
| 424     | WATER/SEWAGE              | 573,100.00    | 37,172.01           | 1,340.27                 | 176,255.67       | 395,504.06        | 30.99    |
| 430     | REPAIRS & MAINT SVCS      | 1,034,224.21  | 58,602.17           | 317,114.12               | 461,533.73       | 255,576.36        | 75.29    |
| 432     | REPAIRS & MAINT- SVC EQU  | 6,104.00      | .00                 | 4,970.94                 | 1,029.06         | 104.00            | 98.30    |
| 438     | REPAIRS & MAINT- TECH     | 278,150.00    | 8,222.50            | 7,268.75                 | 173,819.62       | 97,061.63         | 65.10    |
| 441     | RENTAL - LAND & BLDGS     | 200,280.00    | 1,468.00            | 7,660.00                 | 128,097.00       | 64,523.00         | 67.78    |
| 442     | EQUIPMENT RENTAL          | 225,967.53    | 11,892.05           | 116,591.53               | 73,309.49        | 36,066.51         | 84.04    |
| 444     | RENTAL VEHICLES           | 1,111.49      | .00                 | 193.88                   | 917.61           | .00               | 100.00   |
| 449     | OTHER RENTAL              | 3,200.00      | 57.36               | .00                      | 827.08           | 2,372.92          | 25.85    |
| 513     | CONTRACTED CARRIERS       | 14,082,872.27 | 2,421,150.66        | 381,366.56               | 3,697,807.15     | 10,003,698.56     | 28.97    |
| 516     | FROM THE I.U.             | 11,000.00     | .00                 | .00                      | .00              | 11,000.00         | .00      |
| 521     | FIRE INSURANCE            | 177,500.00    | .00                 | .00                      | 182,384.00       | -4,884.00         | 102.75   |
| 522     | AUTO LIABLTY INS          | 50,500.00     | .00                 | .00                      | 49,003.00        | 1,497.00          | 97.04    |
| 523     | GNRL PROP & LIAB INS      | 231,900.00    | .00                 | .00                      | 220,128.00       | 11,772.00         | 94.92    |
| 525     | BONDING INSURANCE         | 7,662.00      | .00                 | .00                      | .00              | 7,662.00          | .00      |
| 529     | OTHER INSURANCE           | 63,300.00     | .00                 | .00                      | 48,402.00        | 14,898.00         | 76.46    |
| 530     | TELEPHONE & POSTAGE       | 309,440.44    | 17,615.93           | 11,482.33                | 107,950.84       | 190,007.27        | 38.60    |
| 538     | COMMUNICATIONS-TECH       | 135,900.00    | 14,110.28           | 105,854.58               | 100,968.78       | -70,923.36        | 152.19   |
| 540     | ADVERTISING               | 14,500.00     | 945.00              | 3,077.11                 | 3,510.89         | 7,912.00          | 45.43    |
| 550     | PRINTING AND BINDING      | 64,284.38     | 1,565.65            | 2,093.67                 | 25,266.85        | 36,923.86         | 42.56    |
| 560     | TUITION                   | 1,000,000.00  | .00                 | .00                      | 4,192.69         | 995,807.31        | .42      |
| 561     | TUIT TO LEA WITHIN        | 106,704.00    | 12,733.13           | .00                      | 43,472.54        | 63,231.46         | 40.74    |
| 562     | TUITION - CHARTER SCHOOL  | 9,475,571.00  | 1,066,885.26        | .00                      | 3,343,042.13     | 6,132,528.87      | 35.28    |
| 563     | TUIT TO PRIV SCHOOLS      | 731,300.00    | 217,955.50          | .00                      | 482,086.49       | 249,213.51        | 65.92    |
| 564     | TUIT TO AREA VO-TECH      | 2,558,979.00  | 579,498.25          | .00                      | 1,158,996.50     | 1,399,982.50      | 45.29    |
| 567     | TUITION TO APP PRIV. SCH  | 2,058,169.00  | 243,238.34          | .00                      | 766,825.97       | 1,291,343.03      | 37.26    |
| 568     | TUITION PRRIT, ALT ED,DTE | 10,000.00     | .00                 | .00                      | 91.76            | 9,908.24          | .92      |
| 569     | TUITION OTHER             | 14,185.55     | .00                 | .00                      | 8,524.50         | 5,661.05          | 60.09    |
| 580     | TRAVEL EXPENSES           | 178,616.65    | 12,680.97           | .00                      | 36,460.22        | 142,156.43        | 20.41    |
| 581     | TRAVEL-PROF. DEVELOPMENT  | 116,144.42    | 6,256.44            | 695.28                   | 24,331.10        | 91,118.04         | 21.55    |
| 595     | I.U. PAYMNT BY W/H        | 126,867.00    | .00                 | .00                      | .00              | 126,867.00        | .00      |
| 610     | GENERAL SUPPLIES          | 3,183,098.86  | 210,935.28          | 658,488.68               | 1,362,115.25     | 1,162,494.93      | 63.48    |
| 618     | SUPPLIES-TECHNOLOGY       | 8,919.23      | 877.13              | 374.54                   | 3,357.13         | 5,187.56          | 41.84    |
| 621     | NATURAL GAS               | 646,000.00    | 40,785.98           | .00                      | 80,458.30        | 565,541.70        | 12.45    |
| 626     | GASOLINE & DIESEL         | 70,000.00     | 3,657.19            | 34,937.76                | 20,062.24        | 15,000.00         | 78.57    |
| 627     | DIESEL FUEL               | 18,000.00     | 495.78              | 6,384.12                 | 3,615.88         | 8,000.00          | 55.56    |
| 635     | FOOD MEALS & REFRESHMENT  | 65,788.82     | 6,957.02            | 577.27                   | 36,382.16        | 28,829.39         | 56.18    |
| 640     | BOOKS & PERIODICALS       | 870,319.12    | 212,579.74          | 50,529.64                | 557,453.60       | 262,335.88        | 69.86    |
| 648     | BOOKS -TECHNOLOGY         | 73,072.00     | .00                 | .00                      | .00              | 73,072.00         | .00      |

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WEST CHESTER AREA SCHOOL DISTRICT  
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| ACCOUNT      | TITLE                    | BUDGET         | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|--------------------------|----------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 650          | SUPPLIES & FEES- TECH RE | 1,398,628.86   | 20,906.06              | 39,767.15                   | 718,541.80          | 640,319.91           | 54.22       |
| 750          | EQUIP - ORIG & ADDT'L    | 1,575.00       | .00                    | .00                         | 4,302.50            | -2,727.50            | 273.17      |
| 752          | CAP EQUIP- ORIG. OR ADD  | 90,404.72      | 6,665.80               | 2,750.52                    | 12,006.80           | 75,647.40            | 16.32       |
| 758          | EQUIPMENT-TECHNOLOGY     | 12,220.00      | 594.98                 | .00                         | 594.98              | 11,625.02            | 4.87        |
| 760          | EQUIPMENT - REPLACEMENT  | 17,249.43      | 256.75                 | .00                         | 1,391.21            | 15,858.22            | 8.07        |
| 761          | NON CAP EQUIP- REPLACE   | 300.00         | .00                    | .00                         | 1,453.60            | -1,153.60            | 484.53      |
| 762          | CAP EQUIP- REPLACE       | 295,912.78     | .00                    | 10,747.42                   | 86,229.43           | 198,935.93           | 32.77       |
| 768          | EQUIP REPLACE-TECHNOLOGY | 7,680.37       | 3,980.37               | .00                         | 4,099.00            | 3,581.37             | 53.37       |
| 810          | DUES AND FEES            | 237,754.20     | 12,082.54              | 31,812.44                   | 98,819.56           | 107,122.20           | 54.94       |
| 811          | MEMBERSHIPS              | 96,414.50      | 3,681.36               | 3,238.90                    | 61,271.66           | 31,903.94            | 66.91       |
| 832          | INT SERIAL BONDS         | 10,210,503.00  | 3,393,848.96           | .00                         | 4,626,378.76        | 5,584,124.24         | 45.31       |
| 880          | REFNDS OF PR YRS RCP     | 55,000.00      | .00                    | .00                         | .00                 | 55,000.00            | .00         |
| 890          | MISC EXPENDITURES        | 22,815.47      | .00                    | .00                         | .00                 | 22,815.47            | .00         |
| 899          | STUDENT ACTIVITY         | 100,000.00     | .00                    | .00                         | .00                 | 100,000.00           | .00         |
| 912          | SERIAL BNDS PRN PYMT     | 16,290,000.00  | 735,000.00             | .00                         | 1,565,000.00        | 14,725,000.00        | 9.61        |
| 932          | CAP RESERVE FD TRANS     | 5,451,612.00   | .00                    | .00                         | 1,534,522.00        | 3,917,090.00         | 28.15       |
| TOTAL REPORT |                          | 261,677,903.00 | 24,848,969.59          | 4,411,439.60                | 88,091,884.13       | 169,174,579.27       | 35.35       |

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|-------------------|----------------------|--------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R6500             | EARNINGS-INVESTMENTS | 75,000.00    | 103,691.38         | .00         | 314,675.94               | -239,675.94          | 419.57      |
| ACCOUNT-R9310     | GENRL FND TRANSFERS  |              |                    |             |                          |                      |             |
| R9310             | GENRL FND TRANSFERS  | 3,917,090.00 | .00                | .00         | .00                      | 3,917,090.00         | .00         |
| ACCOUNT-R9400     | SALE OF FIXED ASSETS |              |                    |             |                          |                      |             |
| R9400             | SALE OF FIXED ASSETS | 1,300,000.00 | 1,497.90           | .00         | 73,322.30                | 1,226,677.70         | 5.64        |
| TOTAL REPORT      |                      | 5,292,090.00 | 105,189.28         | .00         | 387,998.24               | 4,904,091.76         | 7.33        |

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| ACCOUNT      | TITLE                    | BUDGET       | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|--------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 330          | OTHER PROF SERVICES      | .00          | .00                    | 1,356.00                    | 6,913.08            | -8,269.08            | .00         |
| 390          | OTHER PURCH. SVCS        | .00          | .00                    | 78,408.68                   | 52,184.43           | -130,593.11          | .00         |
| 529          | OTHER INSURANCE          | -10,000.00   | -3,700.00              | .00                         | -180,175.00         | 170,175.00           | 1801.75     |
| 757          | NON CAP TECH EQUIP-ORIG  | 143,900.00   | .00                    | .00                         | 60,448.20           | 83,451.80            | 42.01       |
| 760          | EQUIPMENT - REPLACEMENT  | 60,000.00    | .00                    | 4,388.34                    | 53,704.96           | 1,906.70             | 96.82       |
| 766          | CAP TECH HARDWARE REPLAC | 190,000.00   | .00                    | .00                         | 98,403.47           | 91,596.53            | 51.79       |
| 767          | NON CAP TECH EQUIP-REPLA | 3,701,436.00 | 146,634.66             | 199,113.43                  | 688,262.08          | 2,814,060.49         | 23.97       |
| 810          | DUES AND FEES            | 10,000.00    | 1.75                   | .00                         | 5,762.14            | 4,237.86             | 57.62       |
| TOTAL REPORT |                          | 4,095,336.00 | 142,936.41             | 283,266.45                  | 785,503.36          | 3,026,566.19         | 26.10       |

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| ACCOUNT - - - - - | TITLE - - - - -     | BUDGET       | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------------|---------------------|--------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R9310             | GENRL FND TRANSFERS | 1,534,522.00 | .00                | .00         | 1,534,522.00             | .00                  | 100.00      |
| TOTAL REPORT      |                     | 1,534,522.00 | .00                | .00         | 1,534,522.00             | .00                  | 100.00      |

DATE: 12/10/2019  
 TIME: 09:15:35

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='27'  
 ACCOUNTING PERIOD: 5/20

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

| ACCOUNT      | TITLE                   | BUDGET       | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|-------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 300          | PRCHSD PRO&TECH SVS     | .00          | .00                    | 13,788.74                   | .00                 | -13,788.74           | .00         |
| 330          | OTHER PROF SERVICES     | .00          | 98,460.50              | 4,720.00                    | 665,348.18          | -670,068.18          | .00         |
| 390          | OTHER PURCH. SVCS       | .00          | 4,911.62               | 401,838.51                  | 102,413.99          | -504,252.50          | .00         |
| 610          | GENERAL SUPPLIES        | .00          | .00                    | 2,739.58                    | 80,073.16           | -82,812.74           | .00         |
| 750          | EQUIP - ORIG & ADDT'L   | .00          | .00                    | 323.96                      | 27,190.00           | -27,513.96           | .00         |
| 752          | CAP EQUIP- ORIG. OR ADD | 1,534,522.00 | .00                    | .00                         | .00                 | 1,534,522.00         | .00         |
| 891          | RETAINAGE               | .00          | .00                    | .00                         | 16,867.10           | -16,867.10           | .00         |
| TOTAL REPORT |                         | 1,534,522.00 | 103,372.12             | 423,410.79                  | 891,892.43          | 219,218.78           | 85.71       |

DATE: 12/10/2019  
TIME: 09:12:28

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTA11

SELECTION CRITERIA: orgn.fund='29'  
ACCOUNTING PERIOD: 5/20

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT - - - - | TITLE - - - - - | BUDGET     | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-----------------|-----------------|------------|--------------------|-------------|--------------------------|----------------------|-------------|
| R6710           | GATE RECEIPTS   | 131,500.00 | .00                | .00         | 124,530.00               | 6,970.00             | 94.70       |
| TOTAL REPORT    |                 | 131,500.00 | .00                | .00         | 124,530.00               | 6,970.00             | 94.70       |



DATE: 12/10/2019  
 TIME: 09:16:01

WEST CHESTER AREA SCHOOL DISTRICT  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTA11

SELECTION CRITERIA: orgn.fund='29'  
 ACCOUNTING PERIOD: 5/20

SORTED BY: ACCOUNT  
 TOTALED ON:  
 PAGE BREAKS ON:

| ACCOUNT      | TITLE                 | BUDGET     | PERIOD<br>EXPENDITURES | ENCUMBRANCES<br>OUTSTANDING | YEAR TO DATE<br>EXP | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|--------------|-----------------------|------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 135          | SUPPLEMTL CONTR PROF  | .00        | 1,435.00               | .00                         | 21,390.00           | -21,390.00           | .00         |
| 220          | SOCIAL SECURITY CONT  | .00        | 104.12                 | .00                         | 1,568.69            | -1,568.69            | .00         |
| 230          | RETIREMENT CONTRIBS   | .00        | 434.60                 | .00                         | 5,400.70            | -5,400.70            | .00         |
| 231          | RETIREMENT CONTR - DC | .00        | .90                    | .00                         | 1.80                | -1.80                | .00         |
| 350          | SECURITY/SAFETY SVCS  | 3,340.00   | 500.00                 | .00                         | 3,579.85            | -239.85              | 107.18      |
| 390          | OTHER PURCH. SVCS     | 63,930.00  | .00                    | .00                         | 625.00              | 63,305.00            | .98         |
| 444          | RENTAL VEHICLES       | .00        | .00                    | .00                         | 186.00              | -186.00              | .00         |
| 513          | CONTRACTED CARRIERS   | 3,080.00   | .00                    | .00                         | .00                 | 3,080.00             | .00         |
| 580          | TRAVEL EXPENSES       | 2,010.00   | .00                    | .00                         | 633.14              | 1,376.86             | 31.50       |
| 610          | GENERAL SUPPLIES      | 36,865.83  | 2,625.00               | 5,651.65                    | 5,456.68            | 25,757.50            | 30.13       |
| 762          | CAP EQUIP- REPLACE    | 18,060.00  | .00                    | .00                         | .00                 | 18,060.00            | .00         |
| 810          | DUES AND FEES         | 4,214.17   | 530.00                 | .00                         | 2,124.17            | 2,090.00             | 50.41       |
| TOTAL REPORT |                       | 131,500.00 | 5,629.62               | 5,651.65                    | 40,966.03           | 84,882.32            | 35.45       |

DATE: 12/10/2019  
TIME: 09:12:50

WEST CHESTER AREA SCHOOL DISTRICT  
REVENUE STATUS REPORT

SELECTION CRITERIA: orgn.fund='30'  
ACCOUNTING PERIOD: 5/20

SORTED BY: ACCOUNT  
TOTALLED ON:  
PAGE BREAKS ON:

| ACCOUNT - - - - - | TITLE - - - - -     | BUDGET | PERIOD<br>RECEIPTS | RECEIVABLES | YEAR TO DATE<br>RECEIPTS | AVAILABLE<br>BALANCE | YTD/<br>BUD |
|-------------------|---------------------|--------|--------------------|-------------|--------------------------|----------------------|-------------|
| R9110             | BOND ISSUE PROCEEDS | .00    | .00                | .00         | 34,750,000.00            | -34,750,000.00       | .00         |
| ACCOUNT-R9130     | BOND/NOTE PREMIUM   |        |                    |             |                          |                      |             |
| R9130             | BOND/NOTE PREMIUM   | .00    | .00                | .00         | 5,643,839.75             | -5,643,839.75        | .00         |
| TOTAL REPORT      |                     | .00    | .00                | .00         | 40,393,839.75            | -40,393,839.75       | .00         |

**WEST CHESTER AREA SCHOOL DISTRICT  
CAPITAL PROJECTS FUND  
Month Ending November 30, 2019**

| Project                       | Description                                   | Project Budget        | Project to Date<br>Expenses at<br>Prior 6/30 | Current Fiscal Year<br>to Date Expenses | Total Expenses       | Budget Balance       |
|-------------------------------|-----------------------------------------------|-----------------------|----------------------------------------------|-----------------------------------------|----------------------|----------------------|
| <b>Current Projects</b>       |                                               |                       |                                              |                                         |                      |                      |
| C007                          | Westtown-Thornbury Renovations/Additions      | 10,389,690.18         | 10,378,836.28                                | 0.00                                    | 10,378,836.28        | 10,853.90            |
| C009                          | East Bradford Renovations/Additions           | 10,260,000.00         | 9,997,031.27                                 | 705.00                                  | 9,997,736.27         | 262,263.73           |
| C031                          | Fern Hill Renovation/Additions                | 13,424,457.55         | 13,424,457.55                                | 0.00                                    | 13,424,457.55        | 0.00                 |
| C033                          | Exton Renovations/Additions                   | 17,750,000.00         | 17,337,327.64                                | 261,102.96                              | 17,598,430.60        | 151,569.40           |
| C034                          | East Goshen Design and Construction           | 15,500,000.00         | 10,771,996.30                                | 3,117,719.49                            | 13,889,715.79        | 1,610,284.21         |
| C035                          | Mary C. Howse Design and Construction         | 11,900,000.00         | 53,376.67                                    | 0.00                                    | 53,376.67            | 11,846,623.33        |
| C036                          | Glen Acres Design and Construction            | 12,900,000.00         | 197,424.55                                   | 22,511.23                               | 219,935.78           | 12,680,064.22        |
| C038                          | Starkweather Design and Construction          | 10,400,000.00         | 477,546.31                                   | 0.00                                    | 477,546.31           | 9,922,453.69         |
| C052                          | Henderson Life Skills Classroom Renovation    | 35,644.63             | 35,644.63                                    | 0.00                                    | 35,644.63            | 0.00                 |
| C054                          | East Replace 2 Chillers and Add 1 Chiller     | 950,000.00            | 432,138.44                                   | 310,270.52                              | 742,408.96           | 207,591.04           |
| C056                          | Operations Repair Retaining Wall              | 179,351.85            | 179,351.85                                   | 0.00                                    | 179,351.85           | 0.00                 |
| C057                          | New Elementary School Design and Construction | 25,500,000.00         | 1,140,225.99                                 | 414,900.01                              | 1,555,126.00         | 23,944,874.00        |
| C058                          | Penn Wood Addition                            | 1,000,000.00          | 1,805.00                                     | 0.00                                    | 1,805.00             | 998,195.00           |
| C060                          | Hillsdale Air Handling Units                  | 400,000.00            | 3,910.00                                     | 407,982.00                              | 411,892.00           | (11,892.00)          |
| C061                          | EHS Two Replacement Chillers                  | 635,000.00            | 0.00                                         | 391,686.50                              | 391,686.50           | 243,313.50           |
| C999                          | 2012-2023 Labor                               | 4,915,221.54          | 3,062,123.29                                 | 172,889.61                              | 3,235,012.90         | 1,680,208.64         |
| <b>Total Current Projects</b> |                                               | <b>136,139,365.75</b> | <b>67,493,195.77</b>                         | <b>5,099,767.32</b>                     | <b>72,592,963.09</b> | <b>63,546,402.66</b> |

WEST CHESTER AREA SCHOOL DISTRICT  
 FOOD SERVICES FUND  
 NOVEMBER 30, 2019

|                           | 2019-20<br>CONTRACT<br>BUDGET | ACTUAL<br>NOVEMBER<br>2019 | YTD<br>2019-20   |
|---------------------------|-------------------------------|----------------------------|------------------|
| <u>REVENUE</u>            |                               |                            |                  |
| CAFETERIA SALES           | 2,686,217                     | 282,444                    | 858,143          |
| GOVERNMENT REIMBURSEMENTS | 728,842                       | 74,453                     | 252,022          |
| <b>TOTAL REVENUE</b>      | <b>3,415,059</b>              | <b>356,896</b>             | <b>1,110,165</b> |
| <u>EXPENDITURES</u>       |                               |                            |                  |
| COST OF FOOD              | 1,174,659                     | 101,398                    | 369,478          |
| <i>COMMODITY USAGE</i>    | <i>(97,835)</i>               | 11,492                     | 37,053           |
| LABOR                     | 1,538,518                     | 154,215                    | 549,005          |
| ADMINISTRATIVE EXPENSE    | 65,000                        | 6,500                      | 19,500           |
| MANAGEMENT FEE            | 60,000                        | 6,000                      | 18,000           |
| OTHER DIRECT EXPENSES     | 404,398                       | 26,356                     | 135,109          |
| <b>TOTAL EXPENDITURES</b> | <b>3,144,740</b>              | <b>294,469</b>             | <b>1,091,091</b> |
| <br>PROFIT/LOSS           | <br>270,320                   | <br>62,427                 | <br>19,074       |

WEST CHESTER AREA SCHOOL DISTRICT  
November 2019

|                                 | 452 | 440 | 438 | 444 | 445 | 451   | 437 | 448 | 453 | 447 | Total      | 328  | 326   | 327  | 223    | 222   | 221   | Total     | OTHER | TOTAL |        |                              |                                 |
|---------------------------------|-----|-----|-----|-----|-----|-------|-----|-----|-----|-----|------------|------|-------|------|--------|-------|-------|-----------|-------|-------|--------|------------------------------|---------------------------------|
|                                 | EB  | EG  | EX  | FH  | GA  | HILLS | MCH | PW  | SS  | WT  | Elementary | F.M. | P.M.  | S.M. | RUSTIN | EAST  | HEND. | Secondary |       |       |        |                              |                                 |
| Kindergarten                    | 47  | 65  | 99  | 71  | 92  | 82    | 76  | 79  | 90  | 81  | 782        |      |       |      |        |       |       |           |       |       | 782    | Kindergarten                 |                                 |
| Special Education - Kinder      | 8   | 10  | 14  | 18  | 14  | 14    | 10  | 6   | 9   | 6   | 109        |      |       |      |        |       |       |           |       |       | 109    | Special Education - Kinder   |                                 |
| Grade 1                         | 62  | 57  | 79  | 96  | 92  | 87    | 108 | 66  | 99  | 83  | 829        |      |       |      |        |       |       |           |       |       | 829    | Grade 1                      |                                 |
| Special Education - Grade 1     | 4   | 6   | 7   | 3   | 13  | 8     | 14  | 6   | 8   | 12  | 81         |      |       |      |        |       |       |           |       |       | 81     | Special Education - Grade 1  |                                 |
| Grade 2                         | 66  | 71  | 97  | 86  | 83  | 76    | 85  | 78  | 77  | 90  | 809        |      |       |      |        |       |       |           |       |       | 809    | Grade 2                      |                                 |
| Special Education - Grade 2     | 9   | 10  | 16  | 4   | 7   | 6     | 8   | 8   | 9   | 11  | 88         |      |       |      |        |       |       |           |       |       | 88     | Special Education - Grade 2  |                                 |
| Grade 3                         | 57  | 61  | 81  | 77  | 70  | 91    | 105 | 73  | 82  | 75  | 772        |      |       |      |        |       |       |           |       |       | 772    | Grade 3                      |                                 |
| Special Education - Grade 3     | 11  | 13  | 16  | 12  | 17  | 10    | 13  | 7   | 7   | 11  | 117        |      |       |      |        |       |       |           |       |       | 117    | Special Education - Grade 3  |                                 |
| Grade 4                         | 49  | 67  | 67  | 76  | 70  | 82    | 80  | 68  | 89  | 66  | 714        |      |       |      |        |       |       |           |       |       | 714    | Grade 4                      |                                 |
| Special Education - Grade 4     | 9   | 13  | 19  | 18  | 15  | 10    | 15  | 17  | 15  | 14  | 145        |      |       |      |        |       |       |           |       |       | 145    | Special Education - Grade 4  |                                 |
| Grade 5                         | 76  | 61  | 84  | 79  | 86  | 87    | 93  | 82  | 71  | 73  | 792        |      |       |      |        |       |       |           |       |       | 792    | Grade 5                      |                                 |
| Special Education - Grade 5     | 13  | 10  | 17  | 10  | 17  | 17    | 17  | 20  | 28  | 17  | 166        |      |       |      |        |       |       |           |       |       | 166    | Special Education - Grade 5  |                                 |
| Grade 6                         |     |     |     |     |     |       |     |     |     |     |            | 246  | 307   | 243  |        |       |       |           |       |       | 796    | Grade 6                      |                                 |
| Special Education - Grade 6     |     |     |     |     |     |       |     |     |     |     |            | 51   | 70    | 56   |        |       |       |           |       |       | 177    | Special Education - Grade 6  |                                 |
| Grade 7                         |     |     |     |     |     |       |     |     |     |     |            | 233  | 329   | 242  |        |       |       |           |       |       | 804    | Grade 7                      |                                 |
| Special Education - Grade 7     |     |     |     |     |     |       |     |     |     |     |            | 48   | 44    | 36   |        |       |       |           |       |       | 128    | Special Education - Grade 7  |                                 |
| Grade 8                         |     |     |     |     |     |       |     |     |     |     |            | 250  | 294   | 254  |        |       |       |           |       |       | 798    | Grade 8                      |                                 |
| Special Education - Grade 8     |     |     |     |     |     |       |     |     |     |     |            | 47   | 47    | 34   |        |       |       |           |       |       | 128    | Special Education - Grade 8  |                                 |
| Grade 9                         |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 276    | 264   | 303   |           |       |       | 843    | Grade 9                      |                                 |
| Special Education - Grade 9     |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 42     | 41    | 39    |           |       |       | 122    | Special Education - Grade 9  |                                 |
| Grade 10                        |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 274    | 262   | 320   |           |       |       | 856    | Grade 10                     |                                 |
| Special Education - Grade 10    |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 38     | 41    | 48    |           |       |       | 127    | Special Education - Grade 10 |                                 |
| Grade 11                        |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 288    | 288   | 278   |           |       |       | 854    | Grade 11                     |                                 |
| Special Education - Grade 11    |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 51     | 41    | 52    |           |       |       | 144    | Special Education - Grade 11 |                                 |
| Grade 12                        |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 279    | 251   | 258   |           |       |       | 788    | Grade 12                     |                                 |
| Special Education - Grade 12    |     |     |     |     |     |       |     |     |     |     |            |      |       |      | 42     | 41    | 38    |           |       |       | 121    | Special Education - Grade 12 |                                 |
| Regular Education               | 357 | 382 | 507 | 485 | 493 | 505   | 547 | 446 | 508 | 468 | 4,698      | 729  | 930   | 739  | 1,117  | 1,065 | 1,159 | 5,739     |       |       | 10,437 | Regular Education            |                                 |
| Special Education               | 54  | 62  | 89  | 65  | 83  | 65    | 77  | 64  | 76  | 71  | 706        | 146  | 161   | 126  | 173    | 164   | 177   | 947       |       |       | 1,653  | Special Education            |                                 |
| In - District Total             | 411 | 444 | 596 | 550 | 576 | 570   | 624 | 510 | 584 | 539 | 5,404      | 875  | 1,091 | 865  | 1,290  | 1,229 | 1,336 | 6,686     |       |       | 12,090 | In - District Total          |                                 |
| Out of District Totals          |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       |        |                              |                                 |
| Alternative Ed. Reg. Ed.        |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 8      | 8                            | Alternative Ed. Reg. Ed.        |
| Alternative Ed. Special Ed.     |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 154    | 154                          | Alternative Ed. Special Ed.     |
| Charter Schools                 |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       |        |                              | Charter Schools                 |
| Achievement Cyber               |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 1      | 1                            | Achievement Cyber               |
| Agora Cyber                     |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 3      | 3                            | Agora Cyber                     |
| Avon Grove                      |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 1      | 1                            | Avon Grove                      |
| Chester County Family Academy   |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 50     | 50                           | Chester County Family Academy   |
| Chester Community Charter       |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | -      | -                            | Chester Community Charter       |
| Collegium                       |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 278    | 278                          | Collegium                       |
| Commonwealth Connection - Cyber |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 15     | 15                           | Commonwealth Connection - Cyber |
| Insight                         |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 2      | 2                            | Insight                         |
| Graystone Academy               |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | -      | -                            | Graystone Academy               |
| PA Distance                     |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 2      | 2                            | PA Distance                     |
| Pa Leadership - Cyber           |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 108    | 108                          | Pa Leadership - Cyber           |
| Pennsylvania Cyber              |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 1      | 1                            | Pennsylvania Cyber              |
| Pa Virtual - Cyber              |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 4      | 4                            | Pa Virtual - Cyber              |
| Reach Cyber                     |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 3      | 3                            | Reach Cyber                     |
| Renaissance Academy             |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 4      | 4                            | Renaissance Academy             |
| 21st Century - Cyber            |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | 13     | 13                           | 21st Century - Cyber            |
| Outside PA                      |     |     |     |     |     |       |     |     |     |     |            |      |       |      |        |       |       |           |       |       | -      | -                            | Outside PA                      |
| GRAND TOTAL                     | 411 | 444 | 596 | 550 | 576 | 570   | 624 | 510 | 584 | 539 | 5,404      | 875  | 1,091 | 865  | 1,290  | 1,229 | 1,336 | 6,686     | 647   |       | 12,737 |                              |                                 |



**WEST CHESTER AREA SCHOOL DISTRICT**

**SCHOOL BOARD MEETING**

**December 16, 2019  
Spellman Education Center  
7:00 pm**

**OTHER BUSINESS**

---

**Action Items**

**Approval of Agreement of Sale, 402 N. Penn Street, West Chester PA**

Approval is requested for the Agreement of Sale with IHII 1 LLC, 402 N. Penn Street, West Chester PA in the amount of \$360,000.00

*I so move.*

**Approval of Broadus Davis, LLC for consulting services at Peirce Middle School**

Approval is requested of Broadus Davis, LLC for consulting services at Peirce Middle School at the daily rate of \$575 beginning on Friday, January 3, 2020.

*I so move.*