

# Upper Perkiomen School District

Education Center  
2229 E. Buck Road  
Pennsburg, PA 18073

March 12, 2020

7:00 p.m.

Welcome to the regular meeting of the Board of Directors  
Of the Upper Perkiomen School District

## CODE OF ETHICS

The Board of School Directors agrees to:

- Welcome and encourage participation and cooperation by all
- Work with constituents in a spirit of harmony
- Base decision on the facts, vote our honest convictions, and be unswayed by partisan bias
- Devote time, thought, and study to our duties and responsibilities
- Resist any temptation or outside pressure to use our position to benefit ourselves
- Understand and evaluate the educational program and plan for school operations
- Provide oversight to the business of the School District, establish policies, and vest administration in the Superintendent of Schools
- Help the community have all the facts, all the time, about their schools
- Strive to maximize school board service in a spirit of teamwork and devotion to public education

## BOARD OF DIRECTORS

Raeann Hofkin, President	Dana Hipszer
Mike Elliott, Vice President	Judith Maginnis
Stephen Cunningham, Treasurer	Keith McCarrick
Melanie Cunningham	Peg Pennepacker
Dr. Kerry Drake	Sandra Kassel, Board Secretary (non-voting member)

## ADMINISTRATORS

Dr. Allyn J. Roche, Superintendent  
Dr. Andrea J. Farina, Assistant Superintendent  
Sandra M. Kassel, Business Administrator  
Georgiann M. Fisher, Director of Human Resources

## SOLICITOR

Kyle J. Somers, Esq.  
Sweet Stevens Katz & Williams, LLP

*In order to assist in keeping an accurate record of the proceeding  
of this meeting, the meeting is being videotaped by the District.*

**I. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call
- C. Introductions of Staff

**II. BOARD PRESIDENT’S REPORT**

**III. SUPERINTENDENT’S REPORT**

**IV. STUDENT REPRESENTATIVE TO THE BOARD REPORT**

**V. SOLICITOR’S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

**VI. APPROVAL OF AGENDA**

**VII. PUBLIC COMMENTS ON ACTION ITEMS**

**VIII. APPROVAL OF MINUTES**

- A. Motion to approve the Regular School Board Meeting Minutes of February 13, 2020 (Attachment A)

**IX. PRESENTATIONS/DISCUSSION**

- A. 2020-21 School Calendar and Student Start and Dismissal Times

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

**A. PERSONNEL REPORT**

**i) RETIREMENTS**

**(1) PROFESSIONAL STAFF**

- (a) **Tracy James**, Guidance Counselor, Middle School, intent to retire at the conclusion of the 2019/2020 school year.
- (b) **Amy E. Miller**, Reading Specialist, Hereford Elementary School, intent to retire at the conclusion of the 2019/2020 school year.
- (c) **Joanne Gery**, Second Grade Teacher, Marlborough Elementary School, intent to retire at the conclusion of the 2019/2020 school year.
- (d) **Beth Moll**, Gifted Teacher, Middle School, intent to retire at the conclusion of the 2019/2020 School year.

**(2) SUPPORT STAFF**

- (a) **Edwin H. Rickert**, Custodian, Hereford Elementary School, intent to retire on March 27, 2020.

**ii) APPOINTMENTS**

**(1) PROFESSIONAL STAFF**

- (a) **Susan Yaroach**, Full- time Technology Assistant at the High School, to be hired, subject to employment history review and receipt of all required clearances prior to the first day of employment, at \$21.50/hour, 12 months per year.

- iii) **SUPPLEMENTAL POSITIONS** for the 2019-2020 school year:
  - (1) **Homebound Instructor/ Instruction in the Home**, for the remainder of the 2019/2020 school year:
    - (a) Ruth Guenther
    - (b) Briana Wolfgang
- iv) **LEAVES OF ABSENCE**
  - (a) Dana Rosenberger- approved Family and Medical Leave beginning on August 25, 2020 and continuing until November 24, 2020.
  - (b) Beth Avanzato- approved maternity leave expected to begin on June 14, 2020 and continue for 6-8 weeks, Family and Medical Leave to continue until November 9, 2020.
  - (c) Sam Alba- Approved Family and Medical Leave expected to begin on March 28, 2020.
  - (d) Michelle Wood- approved maternity leave, expected to begin on May 9, 2020 and continue for 6-8 weeks, Family and Medical Leave to continue through October 5, 2020.
- v) **EXTRAMURAL SUPPLEMENTAL SUPPORT POSITION FOR 2019/2020**

Area	Position	Name	Stipend
Winter Track	HS Winter Track Extramural	Clayton Mowrer	\$500

## B. ACTION ITEMS

- i) Motion to approve the TSA club's overnight field trip to Seven Springs Resort for the TSA State Conference from April 15<sup>th</sup> through April 18<sup>th</sup>, 2020.
- ii) Motion to approve the order and purchase of new High School band uniforms in the amount of \$56,214.00 from G2 performance, LLC. The total obligation of the district is \$37,756.00 with the Band Boosters paying the balance of \$18,458.00 directly.
- iii) Motion to approve the renewal of our WAN agreement for the next 5 years with Crown Castle at a greater band width (2 gig vs. 1 gig) which will co terminate the middle school with the other district facilities at a total cost of \$7,000/month.
- iv) Motion to approve the Client Services agreement with Provident Energy Consulting LLC for owners representative services during an energy savings performance contract
- v) Motion to approve the 2020-2021 School Calendar (Attachment B)
- vi) Motion to approve a contract for \$62,500 with Teaching, Learning, Succeeding for Professional Development throughout the 2020-2021 School Year. The funds will come from Federal Programs, Title II.
- vii) Motion to approve the contract with Penn Foundation, Inc. to serve as the Employee Assistance Program (EAP) for Upper Perkiomen School District Employees beginning April 1, 2020 through June 30, 2021.
- viii) Motion to approve PTFS as an Upper Perkiomen School District Community Partner.

- ix) Motion to approve new High School Student Activity for the 2019-20 school year in accordance with Board Policy #618.

<u>Activity #</u>	<u>Activity Name</u>	<u>Advisor</u>
814	Gaming Club	Taylor Gregory

- x) Motion to recognize Aevidum as an Upper Perkiomen High School club.

## B. Policy

- a. Motion to approve the following Board Policy Revisions/Adoptions/Repeals  
Policy No. 801 Public Access to School District Records (Attachment C)

## C. Curriculum & Instruction

- a. Motion to approve purchase of textbooks/resources listed below, recommended through curriculum review process, and budgeted for 19-20 School Year

Grade Level	Course / Subject	Textbook / resource requested	Number of teacher resources needed	Number of hard copies needed	Number of additional licenses	Total number of student licenses	Cost
6th	Social Studies	World Cultures and Geography Survey-Cengage (National Geographic)	3	70	245	315	\$36,199.63
7th	Social Studies	World History: Ancient Civilization HMH	3	105	210	315	\$24,665.25
8th	Social Studies	US History: Beginnings to 1914 HMH	3	105	210	315	\$23,845.20
9th	Social Studies	World History and Geography McGraw Hill	3	70	200	270	\$26,333.37
HS	Psychology	Thinking about Psychology, BFW	1	30	20	50	\$6,215.06
HS	AP World	Ways of the World with Sources for AP; BFW	1	45	0	45	\$6,515.51
HS	AP European	History of Western Society since 1300	1	25	0	25	\$3,734.22
HS	Government	United States Government: Our democracy, McGraw Hill	1	30	0	30	\$3,551.96
<b>Total</b>							<b>\$131,060.20</b>

## D. Business Reports

- a. Budget Transfers  
i. Motion to approve the following budget transfers:

Amount	Function Code (from)	Function Code (to)	Reason
\$2,000	2220 - Technology Support Services	1110 - Regular Programs	Instrument Repairs

# AGENDA – MARCH 12, 2020

\$21,500	5900 - Budgetary Reserve	2250 - School Library Services	Library Books
\$27,000	2260 – Instruction & Curriculum Development	1110 - Regular Programs	Instructional Books
\$3,000	2271 – Instructional Staff Development	1110 - Regular Programs	Instructional Books

<b>b. FINANCIAL REPORTS (Attachment D)</b>	<b>Page</b>
i. Operating Reports	
1. Budget to Actual Summary	1
2. Budget to Actual Detail	2 - 4
3. Revenue Summary	5 - 7
4. Expenditure Summary	8 - 12
5. General Fund Receipts	13
ii. Cash Reports	
1. Cash Balance Summary	14
2. Cash Balance Detail	15 - 18
iii. Middle School Construction Summary	19
iv. Payroll	20
v. Cafeteria	21 - 22
vi. Bills	
1. General Fund Expenditures	23 - 27
2. Capital Fund Expenditures	28-29
vii. Per Capita Exonerations	30-31

## XII. NEW FOLLOW UP ITEMS

## XIII. PUBLIC COMMENTS

## XIV. BOARD COMMENTS

## XV. ADJOURNMENT

FUTURE BOARD MEETINGS			
	DATE	TIME	LOCATION
Finance Committee Meeting	03/16/20	6:30 pm	Education Center
Policy Committee Meeting	03/16/20	8:00 m	Education Center
Facilities Committee Meeting	03/19/20	6:00 pm	Hereford Elementary School
Curriculum & Instruction Committee Meeting	03/23/20	6:00 pm	Education Center
Special Education & Pupil Services Committee Meeting	03/23/20	7:00 pm	Education Center
Board Workshop	03/26/20	7:00 pm	Education Center

The Upper Perkiomen Board of School Directors appreciates your interest in and support for the students and their school experience.

**UPPER PERKIOMEN SCHOOL DISTRICT**  
**2229 East Buck Road**  
**Pennsburg PA 18073**

**February 13, 2020**

**CALL TO ORDER**

The regular meeting of the Board of School Directors of the Upper Perkiomen School District was called to order by President Raeann B. Hofkin, at 7:02 p.m. at the Upper Perkiomen Education Center.

The following Board members attended: Peg Pennepacker, Melanie R. Cunningham, Keith McCarrick, Raeann B. Hofkin, Judy Maginnis, and Dana E. Hipszer. Absent members were: Dr. Kerry A. Drake, Mike W. Elliott, and Stephen L. Cunningham. Administration in attendance were: Andrea Farina, EdD., Sandra M. Kassel, and Georgiann Fisher. Others in attendance were: Kyle Somers, Dyan Hipszer, Carly Eidle, Ethan Wambold, Dr. Mark Thomas, Women's Choir members, Mike Tannous, Dave Keeney, Anthony O'Hara, and John Gehman.

**BOARD PRESIDENT'S REPORT**

President Hofkin announced that the Board members are now using computers at the meetings. Mrs. Hofkin said that these laptops were previously used and then asked the public to bear with the board as they get used to using computers at the meeting.

**ASSISTANT SUPERINTENDENT'S REPORT**

Dr. Farina talked about the Comprehensive Plan and how the district committed to enhance their efforts to meet the needs of the whole child. Dr. Farina shared a power point highlighting many events that have been held recently at the schools and showed how the efforts have come alive through the staff and families. Dr. Farina reported that through a partnership with St. Luke's, students can be a part of a medical career pathway program. Dr. Farina thanked the staff, students and families for helping to fulfill the mission. She announced that another point of pride is the music department and introduced the Women's Choir and Dr. Thomas to celebrate their honors and latest and achievements. The Women's Choir gave a fantastic performance at that time.

**STUDENT REPRESENTATIVE TO THE BOARD REPORT**

Carly Eidle and Ethan Wambold reported on high school happenings, which included the blue and gold games, TSA, mini-thon, winter sports ending and spring sports beginning. The High School Musical, The Addams Family will be held March 12, 13, 14 & 15<sup>th</sup>.

**SOLICITOR'S REPORT/SUNSHINE ACT ANNOUNCEMENTS**

Mr. Somers announced that an Executive Session was held prior to the evening's meeting for the purpose of discussing litigation involving a tax assessment matter and to receive legal guidance and information but not deliberate on one additional item.

Mr. Somers also announced that there were some adjustments to the prepared agenda. He said the first is under the presentation/discussion section. Several policies listed were previously adopted so they do not require a first reading and can be omitted from the agenda. He said that Item 15 of that list is an Administrative Regulation and it will be moved to Section 11, Action Item B. iii) of the agenda to be voted on. Mr. Somers asked to approve the agenda as amended.

**APPROVAL OF AGENDA**

Motion by Keith McCarrick, seconded by Judy Maginnis, to approve **the agenda as amended**. Motion carried; all voted aye.

**PUBLIC COMMENTS ON ACTION ITEMS**

None

## **MINUTES**

A. Motion by Keith McCarrick, seconded by Melanie R. Cunningham, to approve the **Regular School Board Meeting Minutes of January 9, 2020**. Motion carried; all voted aye.

## **PRESENTATIONS/DISCUSSION**

Motion by Raeann Hofkin, seconded by Judy Maginnis, to approve **the following Board Policy Revisions/Adoptions/Repeals** (First Reading).

1. No. 801 Public Access to School District Records – (Repeal & Replace).

Motion carried; all voted aye.

## **OLD BUSINESS**

None

## **NEW BUSINESS - PERSONNEL REPORT**

### **A. PERSONNEL REPORT**

Motion by Judy Maginnis, seconded by Keith McCarrick, to approve the **Personnel Report as presented:**

#### **i) RETIREMENT**

1. **Patricia Keeler**, Paraprofessional at the 4th & 5th Grade Center has submitted her intent to retire effective June 30, 2020.

#### **ii) RESIGNATIONS**

##### **2. SUPPORT STAFF**

- a. **Eugene Markle**, Custodian at the 4th & 5th Grade Center resigned his employment with the district effective January 22, 2020.
- b. **Amy Lewis**, Paraprofessional at Hereford Elementary School, resigned her employment with the district, effective February 14, 2020.
- c. **Wayne C. Suhl**, Middle School Softball Coach, resigned his employment with the district, effective February 2, 2020.

#### **iii) APPOINTMENTS**

##### **1. PROFESSIONAL STAFF**

- a. **Whitney Mattox**, Speech and Language Therapist, for Upper Perkiomen School District, to be hired on a date to be determined, subject to employment history review and required background checks, at Masters, Step 1, prorated for the 2019/2020 school year.

##### **2. SUPPORT STAFF**

- a. **Lisa Scholl**, Part-time Custodian for the district, to be hired on a date to be determined, subject to employment history review and required background checks at \$11.90/hour.
- b. **Nicholas Serano Jr.**, Part-time Custodian for the district, to be hired on February 3, 2020, subject to employment history review and required background checks at \$11.90/hour.

#### **iv) SUPPLEMENTAL POSITIONS for the 2019-2020 school year:**

Area	Position	Name	Salary	Schedule
Middle School	Assistant Track Coach	Briana Wolfgang	\$1989.00	B

#### STIPEND

Area	Position	Name	Stipend
High School	Debate Judge	Lori Barsh	\$175.00
High School	Debate Judge	Angela Traub	\$175.00
High School	Debate Judge	Kathy Stattel	\$175.00

#### iv) LEAVES OF ABSENCE

1. **Stephanie Diehl**, Professional Staff, approved unpaid extension to existing child-rearing leave through the end of the 2019/2020 school year.
2. **Patricia Keller**, Administrative Assistant, approved continuous Family and Medical Leave beginning, February 3, 2020 through April 27, 2020.
3. **Keith Leamer**, Professional Staff, continuous Family and Medical Leave, beginning February 12, 2020 through March 30, 2020.
4. **Joy Pritchard**, Paraprofessional, approved intermittent Family and Medical Leave beginning on January 21, 2020.
5. **Theresa Schlatterer**, Guidance Counselor, approved maternity leave expected to begin on May 31, 2020 for 6-8 weeks, Family and Medical Leave to continue until November 2, 2020.

Motion carried; all voted aye.

#### B. ACTION ITEMS

- i) Motion by Melanie R. Cunningham, seconded by Judy Maginnis, to approve **to reaffirm the Board's commitment to adhere to the Principles for Governance and Leadership** as set forth in Board Policy 011. (Attachment B). Motion carried; all voted aye.
- ii) Motion by Keith McCarrick, seconded by Melanie R. Cunningham, to approve **to adopt the Resolution** to allow the Superintendent of Schools to electronically sign all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education. (Attachment C). Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by Melanie R. Cunningham, to approve **Action Items iii, iv, v, and vi:**

- iii) Motion to approve the following Board Repeals/Revisions and Adoptions:
  1. 103.1 AR – Non-Discrimination: Qualified Student with Disabilities (Intent to Repeal)
  2. 113. 2 AR Behavior Support (Intent to Repeal)
  3. 114 AR Gifted Education (Intent to Repeal)
  4. 125 AR Adult Education (Review)
  5. 126 AR Class Size (New)
  6. 130 AR Homework (Repeal & Replace)
  7. 140 AR Charter School (Intent to Repeal)
  8. 143 AR Standards for Persistently Dangerous Schools (Intent to Repeal)
  9. 144 AR Standards for Violent Crimes (Intent to Repeal)
  10. 701.1 AR Naming Rights (New)



- iv) Motion to approve **an overnight trip for members of the FBLA State Leadership Conference** in Hershey, PA from April 5<sup>th</sup> – 8<sup>th</sup>, 2020. (Attachment D).
- v) Motion to approve **the renewal of a Community Partner application with the Upper Perkiomen Valley YMCA** for the 2020-2021 school year.
- vi) Motion to approve the **Montgomery County Intermediate Unit Budgets for July 1, 2020 to June 30, 2021**. Upper Perkiomen's share is a \$53.00 decrease from last year resulting in a total budget for Membership Services of \$35,569. (Attachment E)

Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by Melanie R. Cunningham, to approve **Action Items vii to xiv:**

- vii) Motion to **acknowledge and attach the Gorman and Associates, P.C. Certified Public Accountants' Audit Report** of the Upper Perkiomen School District for the fiscal year ended June 30, 2019 to the minutes.
- viii) Motion to approve the **Settlement Stipulation between John L. and Joan M. Gehman vs. Montgomery County Board of Assessment Appeals** regarding parcel #57-00-00376-00-8 with the district as being one of the intervenors.
- ix) Motion to approve the **Letter of Agreement (MOU) with UPEA** regarding the temporary change in status for Diane Grandizio, effective January 30, 2020. (Attachment G).
- x) Motion to approve a **realty transfer tax refund to T.C. Associates, LLC** in the amount of \$2,162.83. (Attachment H).
- xi) Motion to approve **Change Order #9 with Spear Excavating, Inc. in the deduction amount of \$1,806.28**. This amount was paid to Upper Montgomery Sewer Authority by the school district on behalf of Spear Excavating.
- xii) Motion to approve the **quote from Daktronics for the purchase of a new baseball scoreboard** in the amount of \$6,121.00. The funds will come from the Capital Reserve fund.
- xiii) Motion to approve the **quote for the installation of the baseball scoreboard with R.J. Electric, Inc.** in the amount of \$1,840.00. The funds will come from the Capital Reserve fund.
- xiv) Motion to approve the **purchase of a pole vault pit system** based on the lowest quote received from BSN Sports in the amount of \$15,647.45.

Motion carried; all voted aye.

- xv) Motion by Keith McCarrick, seconded by Judy Maginnis, to approve **Indian Valley Appraisal Company to provide an appraisal** on parcel #17-00-00763-00-3 located on Main Street in Red Hill at a cost of \$500.00. VOTE: Pennepacker – yes, Drake – absent, **M. Cunningham – no**, McCarrick – yes, Hofkin – yes, Elliott – absent, Maginnis – yes, Hipszer – yes, S. Cunningham – absent. Motion carried.

#### **BUSINESS REPORTS**

Motion by Keith McCarrick, seconded by Judy Maginnis, to approve the **payment of bills, in the amount of \$1,791,434.63 from the General Fund.** Motion carried; all voted aye.

Motion by Keith McCarrick, seconded by Raeann B. Hofkin, to approve the payment of bills **in the amount of \$853,989.40 from the Capital Projects & Capital Reserve Accounts.** Motion carried; all voted aye.

#### **NEW FOLLOW UP ITEMS**

None

#### **PUBLIC COMMENTS**

Michael Tannous, Upper Hanover Township and YMCA, thanked the board for the earlier vote and reported that 7<sup>th</sup> grade students were invited to the YMCA for a safety around water program.

Dave Keeny, spoke to the Board and asked them to consider naming the stadium after his father Bill Keeny. Mr. Keeny was a football coach and teacher at Upper Perkiomen for many years. Dave spoke about his father's football coaching career at Upper Perkiomen and his dedication and accomplishments and the impact he had on so many people. He thanked everyone for listening and for the consideration.

Anthony O'Hara, Upper Hanover Township, echoed thoughts on Bill Keeny. Mr. O'Hara asked about the future of the Gifted program and expressed concern about the amount of time the students spend in their gifted class.

John Gehman, Upper Hanover Township, commented on the Board using technology. Mr. Gehman said his opinion is that the company approved for an appraisal on a property comes in on the high side.

#### **BOARD COMMENTS**

Judy Maginnis wanted to publicly congratulate Adam Dockery a senior at UPHS, for being named a National Merit Scholarship finalist.

Raeann Hofkin said she attended her first basketball game and that it was very exciting.

#### **ADJOURNMENT**

Motion by Melanie R. Cunningham, seconded by Keith McCarrick, that **the meeting be adjourned at 7:50 p.m.** Motion carried; all voted aye.

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Sandra M. Kassel, Board Secretary

# Upper Perkiomen School District

## 2020-2021 School Calendar

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November 2020						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	Student Days	Teacher Days
<b>August</b>	<b>1</b>	<b>4</b>
25 26 27 In-Service Days		
31 First Student Day		
<b>September</b>	<b>20</b>	<b>20</b>
4 - 7 Schools Closed - Labor Day Break		
18 Early Dismissal		
<b>October</b>	<b>21</b>	<b>22</b>
16 Early Dismissal		
19 In-Service Day		
<b>November</b>	<b>15</b>	<b>18</b>
3 In-Service Day		
20 Early Dismissal		
23 24 Parent-Teacher Conferences - No School		
25 26 27 Schools Closed - Thanksgiving Break		
<b>December</b>	<b>17</b>	<b>17</b>
23 Early Dismissal		
24-31 Schools Closed - Winter Break		
<b>January</b>	<b>18</b>	<b>19</b>
1 Schools Closed - Winter Break		
18 Schools Closed - Martin Luther King Day		
29 In-Service Day		
<b>February</b>	<b>19</b>	<b>19</b>
12 Early Dismissal		
15 Schools Closed - President's Day		
<b>March</b>	<b>23</b>	<b>23</b>
19 Early Dismissal		
<b>April</b>	<b>19</b>	<b>19</b>
1 2 5 Schools Closed - Spring Break		
16 Early Dismissal		
<b>May</b>	<b>19</b>	<b>20</b>
18 In-Service Day		
31 Schools Closed - Memorial Day		
<b>June</b>	<b>11</b>	<b>12</b>
11 Graduation		
11 14 15 Early Dismissal		
15 Last Student Day		
16 In-Service Day (Day 190th)		
<b>Total Days</b>	<b>183</b>	<b>193</b>
<b>Three Hour Early Dismissal Schedule</b>	<b>Calendar Legend</b>	
Elementary Schools:		School Closed
4/5 Center:		In-Service (Non- Student Day)
Middle School:		Three-Hour Early Dismissal
High School:		First/Last Student Day
<b>Snow Make-Up Information:</b> Three additional days are included on the calendar in June as well as <b>two emergency snow days 4/1 (1st) and 4/5 (2nd)</b> . The calendar will be revised in April to reflect 180 days for students.		Parent-Teacher Conferences
<b>Keystone Windows-</b> Winter: Dec 1-15; Jan 4-15; Spring May 17-28 ; <b>AP Testing</b> May 3-14		
<b>PSSA Window-</b> ELA: April 19-23; Math & Science: April 26-April 30; Make-ups: May 3-7		

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
May 2021						
S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Book

Policy Manual

Section

800 Operations

Title

Public Records

Code

801

Status

From PSBA

### **Purpose**

The Board recognizes the importance of public records as the record of the District's actions and the repository of information about this District. The public has the right to access and procure copies of public records, with certain exceptions, subject to law, Board policy and administrative regulations.

### **Definitions**

**Financial record** - any account, voucher or contract dealing with the receipt or disbursement of funds or acquisition, use or disposal of services, supplies, materials, equipment or property; or the salary or other payments or expenses paid to an officer or employee, including the individual's name and title; and a financial audit report, excluding the audit's underlying work papers.[\[1\]](#)

**Public record** - a record, including a financial record that is not protected by a defined privilege or is not exempt from being disclosed under one of the exemptions in Pennsylvania's Right-to-Know Law or under other federal or state law or regulation, or judicial decree or order.

**Record** - information, regardless of physical form or characteristics, that documents a District transaction or activity and is created, received or retained pursuant to law or in connection with a District transaction, business or activity, including: a document; paper; letter; map; book; tape; photograph; film or sound recording; information stored or maintained electronically; and a data-processed or image-processed document.

**Response** - the District's notice informing a requester of a granting of access to a record or the District's written notice to a requester granting, denying, or partially granting and partially denying access to a requested record.

**Requester** - a legal resident of the United States, or an agency, who requests access to a record.

### **Authority**

The Board shall make the District's public records available for access and duplication to a requester, in accordance with law, Board policy and administrative regulations. [\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

### **Delegation of Responsibility**

The Board shall designate an Open Records Officer, who shall be responsible to: [\[6\]](#)

1. Receive written requests for access to records submitted to the District.
2. Review and respond to written requests in accordance with law, Board policy and administrative regulations.
3. Direct requests to other appropriate individuals in the District or in another agency.
4. Track the District's progress in responding to requests.
5. Issue interim and final responses to submitted requests.
6. Maintain a log of all record requests and their disposition.
7. Ensure District staff are trained to perform assigned job functions relative to requests for access to records.

Upon receiving a request for access to a record, the Open Records Officer shall: [\[6\]](#)[\[7\]](#)[\[8\]](#)

1. Note the date of receipt on the written request.
2. Compute and note on the written request the day on which the five-day period for response will expire.
3. Maintain an electronic or paper copy of the written request, including all documents submitted with the request, until the request has been fulfilled.
4. If the written request is denied, maintain the written request for thirty (30) days or, if an appeal is filed, until a final determination is issued or the appeal is deemed denied.

## **Guidelines**

**Requesters may access and procure copies of the public records of the District during the regular business hours of the administration offices.**[\[5\]](#)

**A requester's right of access does not include the right to remove a record from the control or supervision of the Open Records Officer.**

The District shall not limit the number of records requested.[\[2\]](#)

When responding to a request for access, the District is not required to create a record that does not exist nor to compile, maintain, format or organize a record in a manner which the District does not currently use.[\[9\]](#)

**Information shall be made available to individuals with disabilities in an appropriate format, upon request and with sufficient advance notice.**[\[10\]](#)[\[11\]](#)[\[12\]](#)

The District shall post at the administration office and on the District's website, **if the District maintains a website**, the **following** information:[\[4\]](#)[\[13\]](#)

1. **Contact information for the Open Records Officer.**
2. **Contact information for the state's Office of Open Records or other applicable appeals officer.**
3. **The form to be used to file a request, with a notation that the state Office of Open Records form may also be used if the District decides to create its own form.**
4. **Board policy, administrative regulations and procedures governing requests for access to the District's public records.**

## **Request for Access**

**A written request for access to a public record shall be submitted on the required form(s) and addressed to the Open Records Officer.**[\[4\]](#)[\[13\]](#)[\[14\]](#)

Written requests may be submitted to the District in person, by mail, to a designated facsimile machine, and to a designated email address.

Each request must include the following information:[\[5\]](#)[\[14\]](#)

1. **Identification or description of the requested record, in sufficient detail.**
2. **Medium in which the record is requested.**

**3. Name and address of the individual to receive the District's response.**

The District shall not require an explanation of the reason for the request or the intended use of the requested record, unless otherwise required by law.[\[14\]](#)

Fees

**Except for the duplication fee established by the state, the Board shall approve a list of reasonable fees relative to requests for public records. The District shall maintain a list of applicable fees and disseminate the list to requesters.**[\[15\]](#)

No fee may be imposed for review of a record to determine whether the record is subject to access under law.[\[15\]](#)

Prior to granting access, the District may require prepayment of estimated fees when the fees required to fulfill the request are expected to exceed \$100.[\[15\]](#)

**The Superintendent may waive duplication fees when the requester duplicates the record or the Superintendent deems it is in the public interest to do so.**[\[15\]](#)

Response to Request

**District employees shall be directed to immediately forward requests for access to public records to the Open Records Officer.**[\[6\]](#)[\[16\]](#)

**Upon receipt of a written request for access to a record, the Open Records Officer shall determine if the requested record is a public record and if the District has possession, custody or control of that record.**[\[7\]](#)

**The Open Records Officer shall respond as promptly as possible under the existing circumstances, and the initial response time shall not exceed five (5) business days from the date the written request is received by the Open Records Officer.**[\[7\]](#)

**The initial response shall grant access to the requested record; deny access to the requested record; partially grant and partially deny access to the requested record; notify the requester of the need for an extension of time to fully respond; or request more detail from the requester to clearly identify the requested material.**

**If the District fails to respond to a request within five (5) business days of receipt, the request for access shall be deemed denied.**[\[7\]](#)

Extension of Time

**If the Open Records Officer determines that an extension of time is required to respond to a request, in accordance with the factors stated in law, written notice shall be sent within five (5) business days of receipt of request. The notice shall indicate that the request for access is**

being reviewed, the reason that the review requires an extension, a reasonable date when the response is expected, and an estimate of applicable fees owed when the record becomes available.[\[7\]](#)[\[17\]](#)

Up to a thirty-day extension for one (1) of the listed reasons does not require the consent of the requester. If the response is not given by the specified date, it shall be deemed denied on the day following that date.

A requester may consent in writing to an extension that exceeds thirty (30) days, in which case the request shall be deemed denied on the day following the date specified in the notice if the Open Records Officer has not provided a response by that date.

### Granting of Request

If the Open Records Officer determines that the request will be granted, the response shall inform the requester that access is granted and either include information on the regular business hours of the administration office, provide electronic access, or state where the requester may go to inspect the records or information electronically at a publicly accessible site. The response shall include a copy of the fee schedule in effect, a statement that prepayment of fees is required in a specified amount if access to the records will cost in excess of \$100 and the medium in which the records will be provided.

A public record shall be provided to the requester in the medium requested if it exists in that form; otherwise, it shall be provided in its existing medium. However, the District is not required to permit use of its computers.[\[5\]](#)

The Open Records Officer may respond to a records request by notifying the requester that the record is available through publicly accessible electronic means or that the District shall provide access to inspect the record electronically. If the requester, within thirty (30) days following receipt of the District's notice, submits a written request to have the record converted to paper, the District shall provide access in printed form within five (5) days of receipt of the request for conversion to paper.[\[5\]](#)[\[18\]](#)

A public record that the District does not possess but is possessed by a third party with whom the District has contracted to perform a governmental function and which directly relates to that governmental function shall be considered a public record of the District. When the District contracts with such a third party, the District shall require the contractor to agree in writing to comply with requests for such records and to provide the District with the requested record in a timely manner to allow the District to comply with law.[\[19\]](#)

If the Open Records Officer determines that a public record contains information both subject to and not subject to access, the Open Records Officer shall grant access to the information subject to access and deny access to the information not subject to access. The Open Records Officer shall redact from the record the information that is not subject to access. The Open Records Officer shall not deny access to a record if information is able to be redacted.[\[20\]](#)



If the Open Records Officer responds to a requester that a copy of the requested record is available for delivery at the administration office and the requester does not retrieve the record within sixty (60) days of the District's response, the District shall dispose of the copy and retain any fees paid to date.[\[21\]](#)

#### Notification to Third Parties

When the District produces a record that is not a public record in response to a request, the Open Records Officer shall notify any third party that provided the record to the District, the person that is the subject of the record, and the requester.[\[22\]](#)

The Open Records Officer shall notify a third party of a record request if the requested record contains a trade secret or confidential proprietary information, in accordance with law and administrative regulations.[\[22\]](#)

#### Denial of Request

If the Open Records Officer denies a request for access to a record, whether in whole or in part, a written response shall be sent within five (5) business days of receipt of the request. The response denying the request shall include the following:[\[7\]](#)[\[23\]](#)

1. Description of the record requested.
2. Specific reasons for denial, including a citation of supporting legal authority.
3. Name, title, business address, business telephone number, and signature of the Open Records Officer on whose authority the denial is issued.
4. Date of the response.
5. Procedure for the requester to appeal a denial of access.

The Open Records Officer may deny a request for access to a record if the requester has made repeated requests for that same record and the repeated requests have placed an unreasonable burden on the District.[\[19\]](#)

The Open Records Officer may deny a request for access to a record when timely access is not possible due to a disaster, or when access may cause physical damage or irreparable harm to the record. To the extent possible, a record's contents shall be made accessible even when the record is physically unavailable.[\[19\]](#)

Information that is not subject to access and is redacted from a public record shall be deemed a denial.[\[20\]](#)[\[23\]](#)

If a written request for access to a record is denied or deemed denied, the requester may file an appeal with the state's Office of Open Records within fifteen (15) business days of the mailing date of the Open Records Officer's response or deemed denial.[\[8\]](#)

Legal

1. 65 P.S. 67.102

2. 65 P.S. 67.302

3. 65 P.S. 67.305

4. 65 P.S. 67.504

5. 65 P.S. 67.701

6. 65 P.S. 67.502

7. 65 P.S. 67.901

8. 65 P.S. 67.1101

9. 65 P.S. 67.705

10. 42 U.S.C. 12132

11. 28 CFR 35.160

12. 28 CFR 35.164

13. 65 P.S. 67.505

14. 65 P.S. 67.703

15. 65 P.S. 67.1307

16. 65 P.S. 67.702

17. 65 P.S. 67.902

18. 65 P.S. 67.704

19. 65 P.S. 67.506

20. 65 P.S. 67.706

21. 65 P.S. 67.905

22. 65 P.S. 67.707

23. 65 P.S. 67.903

24 P.S. 408

24 P.S. 518

42 U.S.C. 12101 et seq

65 P.S. 67.101 et seq

Pol. 800

## **BUSINESS REPORT**

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March 12, 2020

Upper Perkiomen, PA  
Board Report - Budget to Actual Summary (Date: 2/2020)

1

Fd T Func Obj F/S IO O/U Sbj Job SCC	Account Level Description	2019-20 Original Budget	2019-20 FYTD Activity	2019-20 Available Balance
6000	REVENUE FROM LOCAL SOURCES			
10 R 6---		41,852,896.00	39,986,735.23	1,866,160.77
7000	REVENUE FROM STATE SOURCES			
10 R 7---		20,076,497.00	10,320,834.50	9,755,662.50
8000	REVENUE FROM FEDERAL SOURCES			
10 R 8---		648,859.00	141,013.60	507,845.40
9000	OTHER FINANCING SOURCES			
10 R 9---		0.00	9,774.11	-9,774.11
1000	INSTRUCTION			
10 E 1---		38,641,762.00	18,901,081.66	19,740,680.34
2000	SUPPORT SERVICES			
10 E 2---		19,425,387.00	10,170,093.58	9,255,293.42
3000	OPERATION OF NON-INSTRUCTIONAL			
10 E 3---		1,128,368.00	623,909.32	504,458.68
4000	FACILITIES ACQUISITION, CONSTR			
10 E 4---		0.00	11,473.70	-11,473.70
5000	OTHER EXPENDITURES AND FINANCI			
10 E 5---		5,003,942.00	4,014,578.44	989,363.56
Grand Revenue Totals		62,578,252.00	50,458,357.44	12,119,894.56
Grand Expense Totals		64,199,459.00	33,721,136.70	30,478,322.30
Grand Totals		1,621,207.00	16,737,220.74	18,358,427.74
		Loss	Profit	Loss

Number of Accounts: 2302

\*\*\*\*\* End of report \*\*\*\*\*

Fd T Func Obj F/S IO O/U Sbj Job SCC	Account Level Description	2019-20 Original Budget	2019-20 FYTD Activity	2019-20 Available Balance
6100	TAXES LEVIED / ASSESSED BY THE			
10 R 61-- --- --- -- --- --- --- ---		40,030,396.00	39,295,272.59	735,123.41
6400	DELINQUENCIES ON TAXES LEVIED			
10 R 64-- --- --- -- --- --- --- ---		664,000.00	156,417.00	507,583.00
6500	EARNINGS ON INVESTMENTS			
10 R 65-- --- --- -- --- --- --- ---		450,000.00	332,888.71	117,111.29
6600	FOOD SERVICE REVENUE			
10 R 66-- --- --- -- --- --- --- ---		2,500.00	400.00	2,100.00
6700	REVENUES FROM STUDENT ACTIVITI			
10 R 67-- --- --- -- --- --- --- ---		97,000.00	85,894.05	11,105.95
6800	REVENUES FROM INTERMEDIARY SOU			
10 R 68-- --- --- -- --- --- --- ---		510,000.00	0.00	510,000.00
6900	OTHER REVENUE FROM LOCAL SOURC			
10 R 69-- --- --- -- --- --- --- ---		99,000.00	115,862.88	-16,862.88
7100	BASIC INSTRUCTIONAL AND OPERAT			
10 R 71-- --- --- -- --- --- --- ---		9,573,143.00	5,696,435.49	3,876,707.51
7200	REVENUE FOR SPECIFIC EDUCATION			
10 R 72-- --- --- -- --- --- --- ---		1,872,318.00	1,104,026.00	768,292.00
7300	REVENUES FOR NON-EDUCATIONAL P			
10 R 73-- --- --- -- --- --- --- ---		3,306,036.00	2,728,615.79	577,420.21
7500	STATE REVENUE NOT LISTED ELSEW			
10 R 75-- --- --- -- --- --- --- ---		0.00	378,374.00	-378,374.00
7800	REVENUE FOR THE COMMONWEALTH O			
10 R 78-- --- --- -- --- --- --- ---		5,325,000.00	413,383.22	4,911,616.78
8500	RESTRICTED GRANTS-IN-AID FROM			
10 R 85-- --- --- -- --- --- --- ---		397,459.00	117,979.79	279,479.21
8600	RESTRICTED GRANTS-IN-AID FROM			
10 R 86-- --- --- -- --- --- --- ---		0.00	21,212.66	-21,212.66

Fd T Func Obj F/S IO O/U Sbj Job SCC	Account Level Description	2019-20 Original Budget	2019-20 FYTD Activity	2019-20 Available Balance
8800	MEDICAL ASSISTANCE REIMBURSEME			
10 R 88-- --- --- -- --- --- --- ---		251,400.00	1,821.15	249,578.85
9900	OTHER FINANCING SOURCES NOT LI			
10 R 99-- --- --- -- --- --- --- ---		0.00	9,774.11	-9,774.11
1100	REGULAR PROGRAMS ELEMENTARY /			
10 E 11-- --- --- -- --- --- --- ---		26,972,780.00	13,175,956.58	13,796,823.42
1200	SPECIAL PROGRAMS ELEMENTARY /			
10 E 12-- --- --- -- --- --- --- ---		8,978,072.00	4,002,695.40	4,975,376.60
1300	VOCATIONAL EDUCATION			
10 E 13-- --- --- -- --- --- --- ---		2,570,684.00	1,717,778.23	852,905.77
1400	OTHER INSTRUCTIONAL PROGRAMS E			
10 E 14-- --- --- -- --- --- --- ---		113,976.00	1,726.45	112,249.55
1700	HIGHER EDUCATION PROGRAMS			
10 E 17-- --- --- -- --- --- --- ---		6,250.00	2,925.00	3,325.00
2100	SUPPORT SERVICES PUPIL PERSONN			
10 E 21-- --- --- -- --- --- --- ---		2,249,642.00	1,054,169.01	1,195,472.99
2200	SUPPORT SERVICES INSTRUCTIONAL			
10 E 22-- --- --- -- --- --- --- ---		1,708,262.00	982,154.32	726,107.68
2300	SUPPORT SERVICES ADMINISTRATIO			
10 E 23-- --- --- -- --- --- --- ---		3,782,093.00	2,096,025.78	1,686,067.22
2400	SUPPORT SERVICES PUPIL HEALTH			
10 E 24-- --- --- -- --- --- --- ---		728,329.00	428,435.74	299,893.26
2500	SUPPORT SERVICES BUSINESS			
10 E 25-- --- --- -- --- --- --- ---		799,944.00	465,338.43	334,605.57
2600	OPERATION AND MAINTENANCE OF P			
10 E 26-- --- --- -- --- --- --- ---		4,924,504.00	2,411,147.92	2,513,356.08
2700	STUDENT TRANSPORTATION SERVICE			
10 E 27-- --- --- -- --- --- --- ---		3,421,195.00	1,725,376.77	1,695,818.23

Fd	T	Func	Obj	F/S	IO	O/U	Sbj	Job	SCC	Account Level Description	2019-20 Original Budget	2019-20 FYTD Activity	2019-20 Available Balance
2800										SUPPORT SERVICES CENTRAL			
10	E	28--	---	---	---	---	---	---	---		1,774,137.00	975,535.94	798,601.06
2900										OTHER SUPPORT SERVICES			
10	E	29--	---	---	---	---	---	---	---		37,281.00	31,909.67	5,371.33
3200										STUDENT ACTIVITIES			
10	E	32--	---	---	---	---	---	---	---		1,128,368.00	623,909.32	504,458.68
4300										ARCHITECTURE AND ENGINEERING S			
10	E	43--	---	---	---	---	---	---	---		0.00	11,473.70	-11,473.70
5100										DEBT SERVICE / OTHER EXPENDITU			
10	E	51--	---	---	---	---	---	---	---		4,933,942.00	3,887,390.26	1,046,551.74
5800										SUSPENSE ACCOUNT			
10	E	58--	---	---	---	---	---	---	---		0.00	127,188.18	-127,188.18
5900										BUDGETARY RESERVE			
10	E	59--	---	---	---	---	---	---	---		70,000.00	0.00	70,000.00
Grand Revenue Totals											62,578,252.00	50,458,357.44	12,119,894.56
Grand Expense Totals											64,199,459.00	33,721,136.70	30,478,322.30
Grand Totals											1,621,207.00	16,737,220.74	18,358,427.74
											Loss	Profit	Loss

Number of Accounts: 2302

\*\*\*\*\* End of report \*\*\*\*\*

Fd T Func Obj F/S IO O/U Sbj Job SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
6111	CURRENT REAL ESTATE TAXES		
XX R 6111 --- --- -- --- --- --- --		9,466.45	36,179,774.98
6112	INTERIM REAL ESTATE TAXES		
XX R 6112 --- --- -- --- --- --- --		6,406.52	145,617.81
6113	PUBLIC UTILITY REALTY TAX		
XX R 6113 --- --- -- --- --- --- --		0.00	35,796.17
6114	PAYMENTS IN LIEU OF CURRENT TA		
XX R 6114 --- --- -- --- --- --- --		0.00	27.48
6120	CURRENT PER CAPITA TAXES, SECT		
XX R 6120 --- --- -- --- --- --- --		396.00	59,301.40
6141	CURRENT ACT 511 PER CAPITA TAX		
XX R 6141 --- --- -- --- --- --- --		396.00	59,301.40
6151	CURRENT ACT 511 EARNED INCOME		
XX R 6151 --- --- -- --- --- --- --		573,373.79	2,367,989.11
6153	CURRENT ACT 511 REAL ESTATE TR		
XX R 6153 --- --- -- --- --- --- --		40,124.59	447,464.24
6411	DELINQUENT REAL ESTATE TAXES		
XX R 6411 --- --- -- --- --- --- --		34,457.83	130,367.23
6420	DELINQUENT PER CAPITA TAXES, S		
XX R 6420 --- --- -- --- --- --- --		773.63	13,024.84
6441	DELINQUENT ACT 511 PER CAPITA		
XX R 6441 --- --- -- --- --- --- --		773.63	13,024.93
6510	INTEREST ON INVESTMENTS AND IN		
XX R 6510 --- --- -- --- --- --- --		5,286.19	332,888.71
6630	SPECIAL FUNCTIONS		
XX R 6630 --- --- -- --- --- --- --		0.00	400.00
6710	ADMISSIONS		
XX R 6710 --- --- -- --- --- --- --		1,083.00	44,552.00



Fd T Func Obj F/S IO O/U Sbj Job SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
6740	FEES		
XX R 6740 --- --- -- --- --- --- ---		435.00	41,342.05
6910	RENTALS		
XX R 6910 --- --- -- --- --- --- ---		9,701.30	33,585.00
6920	CONTRIBUTIONS AND DONATIONS FR		
XX R 6920 --- --- -- --- --- --- ---		500.00	8,060.12
6942	SUMMER SCHOOL TUITION		
XX R 6942 --- --- -- --- --- --- ---		0.00	3,900.00
6961	TRANSPORTATION SERVICES PROVID		
XX R 6961 --- --- -- --- --- --- ---		0.00	26,231.06
6990	REFUNDS AND OTHER MISCELLANEOU		
XX R 6990 --- --- -- --- --- --- ---		549.01	5,151.20
6991	REFUNDS OF A PRIOR YEAR EXPEND		
XX R 6991 --- --- -- --- --- --- ---		12,531.67	13,193.07
6992	ENERGY INCENTIVES		
XX R 6992 --- --- -- --- --- --- ---		4,667.76	22,373.69
6999	OTHER REVENUES NOT SPECIFIED A		
XX R 6999 --- --- -- --- --- --- ---		1,025.69	3,368.74
7111	BASIC ED. FUNDING - FORMULA		
XX R 7111 --- --- -- --- --- --- ---		1,319,585.00	5,278,340.00
7112	BASIC ED. FUNDING - SOC. SEC.		
XX R 7112 --- --- -- --- --- --- ---		244,928.36	418,095.49
7271	SPECIAL EDUCATION FUNDING FOR		
XX R 7271 --- --- -- --- --- --- ---		0.00	1,104,026.00
7311	PUPIL TRANSPORTATION SUBSIDY		
XX R 7311 --- --- -- --- --- --- ---		0.00	751,927.00
7312	NONPUBLIC/CHARTER TRANSP SUBSD		
XX R 7312 --- --- -- --- --- --- ---		0.00	46,970.00

Fd T Func Obj F/S IO O/U Sbj Job SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
7322	RENTAL AND SINKING FUND PMT		
XX R 7322 --- --- -- --- --- --- ---		162,933.49	711,113.91
7340	STATE PROPERTY TAX REDUCTION A		
XX R 7340 --- --- -- --- --- --- ---		0.00	1,160,284.88
7369	OTHER SAFE SCHOOLS GRANTS		
XX R 7369 --- --- -- --- --- --- ---		0.00	58,320.00
7505	READY TO LEARN BLOCK GRANT		
XX R 7505 --- --- -- --- --- --- ---		0.00	378,374.00
7820	STATE SHARE OF RETIREMENT CONT		
XX R 7820 --- --- -- --- --- --- ---		0.00	413,383.22
8514	NCLB, TITLE I IMPROVING THE AC		
XX R 8514 --- --- -- --- --- --- ---		23,181.77	69,545.31
8515	NCLB, TITLE II PREPARING, TRAI		
XX R 8515 --- --- -- --- --- --- ---		5,118.77	43,042.55
8517	NCLB, TITLE IV 21ST CENTURY SC		
XX R 8517 --- --- -- --- --- --- ---		1,797.31	5,391.93
8660	WORKFORCE INVESTMENT ACT (WIA)		
XX R 8660 --- --- -- --- --- --- ---		0.00	21,212.66
8820	MEDICAL ASSISTANCE REIMBURSEME		
XX R 8820 --- --- -- --- --- --- ---		529.11	1,821.15
9990	INSURANCE RECOVERIES		
XX R 9990 --- --- -- --- --- --- ---		0.00	9,774.11
Grand Revenue Totals		2,460,021.87	50,458,357.44

Number of Accounts: 85

\*\*\*\*\* End of report \*\*\*\*\*

Fd T Func Obj F/S IO O/U Sbj Job SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
1110	REGULAR PROGRAMS ELE/SEC		
XX E 1110 --- --- -- --- --- --- ---		1,987,988.92	12,895,491.47
1190	FEDERALLY FUNDED REGULAR PROGR		
XX E 1190 --- --- -- --- --- --- ---		44,531.15	280,465.11
1211	LIFE SKILLS SUPPORT PUBLIC		
XX E 1211 --- --- -- --- --- --- ---		46,757.07	277,243.10
1221	DEAF OR HEARING IMPAIRED SUPPO		
XX E 1221 --- --- -- --- --- --- ---		0.00	48,416.17
1225	SPEECH AND LANGUAGE SUPPORT		
XX E 1225 --- --- -- --- --- --- ---		34,512.03	144,631.87
1231	EMOTIONAL SUPPORT PUBLIC		
XX E 1231 --- --- -- --- --- --- ---		67,915.64	369,505.00
1233	AUTISTIC SUPPORT		
XX E 1233 --- --- -- --- --- --- ---		115,131.86	663,973.92
1241	LEARNING SUPPORT PUBLIC		
XX E 1241 --- --- -- --- --- --- ---		261,597.95	1,560,144.10
1243	GIFTED SUPPORT		
XX E 1243 --- --- -- --- --- --- ---		41,183.09	267,674.75
1270	MULTI-HANDICAPPED SUPPORT		
XX E 1270 --- --- -- --- --- --- ---		19,388.79	114,112.14
1290	OTHER SUPPORT		
XX E 1290 --- --- -- --- --- --- ---		125,873.42	556,994.35
1390	OTHER VOCATIONAL EDUCATION PRO		
XX E 1390 --- --- -- --- --- --- ---		148,904.33	1,717,778.23
1430	HOMEBOUND INSTRUCTION		
XX E 1430 --- --- -- --- --- --- ---		524.59	642.32
1442	ALTERNATIVE EDUCATION PROGRAMS		
XX E 1442 --- --- -- --- --- --- ---		0.00	1,084.13

Fd T	Func	Obj	F/S	IO	O/U	Sbj	Job	SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
1700									HIGHER EDUCATION PROGRAMS		
XX E	1700	---	---	--	---	---	---	---		0.00	2,925.00
2111									SUPERV OF STUDENT SVCS - HEAD		
XX E	2111	---	---	--	---	---	---	---		0.00	0.00
2120									GUIDANCE SERVICES		
XX E	2120	---	---	--	---	---	---	---		123,907.48	747,664.74
2130									ATTENDANCE SERVICES		
XX E	2130	---	---	--	---	---	---	---		3,044.58	16,185.88
2140									PSYCHOLOGICAL SERVICES		
XX E	2140	---	---	--	---	---	---	---		39,169.76	223,479.57
2160									SOCIAL WORK SERVICES		
XX E	2160	---	---	--	---	---	---	---		0.00	257.46
2170									STUDENT ACCOUNTING SERVICES		
XX E	2170	---	---	--	---	---	---	---		9,428.24	66,581.36
2220									TECHNOLOGY SUPPORT SERVICES		
XX E	2220	---	---	--	---	---	---	---		53.98	133.63
2230									EDUCATIONAL TELEVISION SERVICE		
XX E	2230	---	---	--	---	---	---	---		9,503.39	66,909.37
2250									SCHOOL LIBRARY SERVICES		
XX E	2250	---	---	--	---	---	---	---		44,568.91	336,423.30
2260									INSTRUCTION AND CURRICULUM DEV		
XX E	2260	---	---	--	---	---	---	---		58,487.25	425,968.14
2271									INSTRUCTIONAL STAFF DEVELOPMEN		
XX E	2271	---	---	--	---	---	---	---		30,511.87	118,111.23
2272									INSTRUCTIONAL STAFF DEVELOPMEN		
XX E	2272	---	---	--	---	---	---	---		2,495.00	2,707.00
2290									OTHER INSTRUCTIONAL STAFF SERV		
XX E	2290	---	---	--	---	---	---	---		6,588.14	31,901.65

Fd T	Func	Obj	F/S	IO	O/U	Sbj	Job	SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
2310									BOARD SERVICES		
XX E	2310	---	---	--	---	---	---	---		4,353.54	103,817.39
2330									TAX ASSESSMENT AND COLLECTION		
XX E	2330	---	---	--	---	---	---	---		6,392.48	147,600.45
2350									LEGAL SERVICES		
XX E	2350	---	---	--	---	---	---	---		32,274.40	108,888.66
2360									OFFICE OF THE SUPERINTENDENT (		
XX E	2360	---	---	--	---	---	---	---		41,055.75	351,500.46
2370									COMMUNITY RELATIONS SERVICES		
XX E	2370	---	---	--	---	---	---	---		0.00	13,419.29
2380									OFFICE OF THE PRINCIPAL SERVIC		
XX E	2380	---	---	--	---	---	---	---		159,503.31	1,370,799.53
2400									SUPPORT SERVICES PUPIL HEALTH		
XX E	2400	---	---	--	---	---	---	---		0.00	0.00
2420									MEDICAL SERVICES		
XX E	2420	---	---	--	---	---	---	---		68,157.72	428,435.74
2511									SUPERVISION OF FISCAL SERVICES		
XX E	2511	---	---	--	---	---	---	---		24,768.74	208,292.45
2513									RECEIVING AND DISBURSING FUNDS		
XX E	2513	---	---	--	---	---	---	---		8,287.80	63,974.91
2514									PAYROLL SERVICES		
XX E	2514	---	---	--	---	---	---	---		12,227.81	86,242.69
2515									FINANCIAL ACCOUNTING SERVICES		
XX E	2515	---	---	--	---	---	---	---		12,995.89	106,828.38
2611									SUPV OF OPERATION/ MAINTENANCE		
XX E	2611	---	---	--	---	---	---	---		-6,385.47	257,332.33
2619									SUPV OF OPS/MAINTENANCE-OTHR		
XX E	2619	---	---	--	---	---	---	---		36,752.91	293,241.01

Fd	T	Func	Obj	F/S	IO	O/U	Sbj	Job	SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
2620										OPERATION OF BUILDINGS SERVICE		
XX	E	2620	---	---	--	---	---	---	---		214,260.19	1,680,142.18
2630										CARE AND UPKEEP OF GROUNDS SER		
XX	E	2630	---	---	--	---	---	---	---		0.00	67,684.56
2650										VEHICLE OPERATION AND MAINTENA		
XX	E	2650	---	---	--	---	---	---	---		-2,837.52	29,230.83
2660										SECURITY SERVICES		
XX	E	2660	---	---	--	---	---	---	---		14,392.16	83,517.01
2711										SUPERVISION OF STUDENT TRANSPO		
XX	E	2711	---	---	--	---	---	---	---		8,408.21	49,899.91
2720										VEHICLE OPERATION SERVICES		
XX	E	2720	---	---	--	---	---	---	---		281,257.10	1,243,191.27
2750										NONPUBLIC TRANSPORTATION		
XX	E	2750	---	---	--	---	---	---	---		90,298.73	432,285.59
2818										SYSTEM-WIDE TECHNOLOGY SERVICE		
XX	E	2818	---	---	--	---	---	---	---		96,341.72	760,734.07
2823										PUBLIC INFORMATION SERVICES		
XX	E	2823	---	---	--	---	---	---	---		3,880.56	34,257.52
2830										STAFF SERVICES		
XX	E	2830	---	---	--	---	---	---	---		20,203.75	145,334.53
2831										SUPERVISION OF STAFF SERVICES		
XX	E	2831	---	---	--	---	---	---	---		5,334.68	18,399.19
2834										STAFF DEVELOPMENT SERVICES - N		
XX	E	2834	---	---	--	---	---	---	---		5,776.05	8,158.49
2836										STAFF DEVELOPMENT SERVICES - N		
XX	E	2836	---	---	--	---	---	---	---		1,835.01	8,623.02
2839										OTHER STAFF SERVICES		
XX	E	2839	---	---	--	---	---	---	---		0.00	29.12

Fd T Func Obj F/S IO O/U Sbj Job SC	Account Level Description	February 2019-20 Monthly Activity	2019-20 FYTD Activity
2910	SUPPORT SERVICES NOT LISTED EL		
XX E 2910 --- --- -- --- --- --- --		0.00	31,909.67
3210	SCHOOL SPONSORED STUDENT ACTIV		
XX E 3210 --- --- -- --- --- --- --		4,607.29	84,206.09
3250	SCHOOL SPONSORED ATHLETICS		
XX E 3250 --- --- -- --- --- --- --		85,019.60	539,703.23
4300	ARCHITECTURE AND ENGINEERING S		
XX E 4300 --- --- -- --- --- --- --		0.00	11,473.70
5110	DEBT SERVICE		
XX E 5110 --- --- -- --- --- --- --		112,000.00	3,879,227.92
5130	REFUND OF PRIOR YEAR REVENUES		
XX E 5130 --- --- -- --- --- --- --		0.00	8,162.34
5800	SUSPENSE ACCOUNT		
XX E 5800 --- --- -- --- --- --- --		-7,840.52	127,188.18
Grand Expense Totals		4,555,389.33	33,721,136.70

Number of Accounts: 1614

\*\*\*\*\* End of report \*\*\*\*\*

**GENERAL FUND RECEIPTS**  
for period ending 2/29/20

**February Receipts**

D. Criddle	E.G. Taxes	242.00	
L. Horning	R.H. Taxes	132.00	
D. Bergey	G.L. Taxes	-	
J. Watkins	Hfd. Taxes	6,323.45	
M. Jacobs	Mlb. Taxes	270.07	
M. Kells	U.H. Taxes	9,466.45	
P. Baver	Pbg. Taxes	<u>231.00</u>	16,664.97
 Berkheimer	 EIT	 <u>573,373.79</u>	 573,373.79
 Co. of Montg.	 R.E. Transfer Taxes	 33,821.85	
Co. of Berks	R.E. Transfer Taxes	5,500.25	
Co. of Montg.	R.E. Tax Claim	799.14	
Co. of Berks	R.E. Tax Claim	<u>-</u>	40,121.24
 Berkheimer Assoc.	 Delinquent Per Capita	 1,547.26	
Portnoff Law Assoc.	Delinquent Real Estate	<u>33,658.69</u>	35,205.95
 Insurance	 Retirees/Cobra	 75,675.89	
Commonwealth of PA	Dept of L & I - copies	20.00	
Portnoff Law Assoc.	Operations Disbursement	540.01	
Cash	Jury Duty Reimbursement	27.00	
Philadelphia Freedom Valley YMCA	Facility Rental	8,483.80	
Valley Soccer	Facility Rental	240.00	
UP Youth Football Assoc.	Facility Rental	1,305.00	
UP Student Activities	Visa Reimbursement	1,065.83	
Cash	Donation	500.00	
Upper Perkiomen Stix Club	Facility Rental	242.50	
Ath Dept.	Boys Basketball	586.00	
Ath Dept.	Girls Basketball	497.00	
Upper Perk PTFS - Marlborough	Donation	5,000.00	
Upper Perk PTFS - 4th & 5th GC	Donation	6,449.00	
Upper Perk PTFS - Hereford	Donation	8,597.00	
UPSD Cafeteria	Payroll, Benefits, Phone Reimbursement	108,978.14	
Cash/Check/School Café	Student Computers	450.00	
Cash	Property Damage/Replacement & School Fines	512.00	
County of Montgomery	Truancy Fines	1,025.69	
Life Long Learning	Copies	37.00	
Enel X (Formerly EnerNOC)	Demand Response Refund	4,667.76	
Utica National Insurance Group	Refund/Dividend	22,459.05	
Consolidated Electrical Distributors, Inc.	Refund	6,750.00	
Dell USA LP	Refund	5,520.00	
United Rentals	Refund	261.67	

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259,890.34

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925,256.29

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Fd	T	Func	Obj	F/S	IO	O/U	Sbj	Job	SCC	Account Level Description	February 2019-20 Beginning Balance	February 2019-20 Monthly Activity	Ending Balance
10	A	0101	000	000	00	000	000	000	000	CASH - UNIVEST	139,218.89	178,771.43	317,990.32
10	A	0101	010	000	00	000	008	000	000	CASH - QNB	2,462,583.38	2,825.91	2,465,409.29
10	A	0101	010	000	00	000	009	000	000	CASH - ARBITER PAY	6,777.65	0.00	6,777.65
10	A	0103	000	000	00	000	000	000	000	PETTY CASH	1,500.00	0.00	1,500.00
10	A	0106	010	000	00	000	009	000	000	MONEY MARKET - UNIVEST	40,186.46	16.91	40,203.37
10	A	0107	010	000	00	000	004	000	000	CASH EQUIVALENTS - PSDLAF MAX	26,386.23	27.85	26,414.08
10	A	0107	010	000	00	000	005	000	000	CASH EQUIVALENTS - PLGIT-CLASS	1,171,314.92	1,996.11	1,173,311.03
10	A	0107	010	000	00	000	006	000	000	CASH EQUIVALENTS - PLGIT/PLUS	32,005,711.75	-1,042,455.30	30,963,256.45
10	-	----	---	---	---	---	---	---	---		35,853,679.28	-858,817.09	34,994,862.19
32	A	0101	000	000	00	000	005	000	000	CAPITAL RESERVE-SAVINGS-PLGIT	6,070,731.45	7,027.14	6,077,758.59
32	A	0101	032	000	00	000	002	000	000	CAPITAL RESERVE - UNIVEST	181,654.33	-15,040.18	166,614.15
32	A	0106	000	000	00	000	004	000	000	PSDLAF - MAX ACCOUNT	13,526.12	14.30	13,540.42
32	A	0108	000	000	00	000	000	000	000	RESTRICTED CASH-UH TWP ESCROW	2,613.39	-697.40	1,915.99
32	A	0108	000	000	00	001	000	000	000	RESTRICT CASH-PBG BORO ESCROW	2,500.00	0.00	2,500.00
32	-	----	---	---	---	---	---	---	---		6,271,025.29	-8,696.14	6,262,329.15
39	A	0101	030	000	00	000	004	000	000	CAP PROJ (UNIVEST) - CHECKING	5,473.31	2.30	5,475.61
39	A	0101	030	000	00	000	005	000	000	CAPITAL PROJECTS - PLGIT BOND	78.49	-78.49	0.00
39	A	0106	000	000	00	000	003	000	000	QNB MONEY MARKET	39.20	0.05	39.25
39	A	0106	039	000	00	000	004	000	000	UNIVEST ELITE MONEY MARKET	0.00	2,869,380.21	2,869,380.21
39	A	0107	030	000	00	000	006	000	000	CAP PROJ - PLGIT GO BOND 2017	18.62	-18.62	0.00
39	A	0107	030	000	00	000	007	000	000	CAP PROJ - PLGIT GO BOND 2018	285.54	-285.54	0.00
39	A	0107	030	000	00	000	008	000	000	CAP PROJ - PLGIT GO BOND 2019	1,718,646.71	-35,710.50	1,682,936.21
39	A	0108	000	000	00	000	002	000	000	RESTRICTED CASH-UH AUTH ESCROW	5,000.00	0.00	5,000.00
39	A	0108	000	000	00	000	004	000	000	RESTRICTED CASH-UH TWP ESCROW	21,206.77	-937.19	20,269.58
39	A	0108	000	000	00	000	005	000	000	RESTRICT CASH-TRI-PARTY ESCROW	3,400,169.19	-2,865,690.65	534,478.54
39	-	----	---	---	---	---	---	---	---		5,150,917.83	-33,338.43	5,117,579.40
Grand Asset Totals											47,275,622.40	-900,851.66	46,374,770.74

Number of Accounts: 23

\*\*\*\*\* End of report \*\*\*\*\*

**INVESTMENT ACCOUNTS****Month Ending 2/29/20****CAPITAL FUND****CAPITAL RESERVE (MONEY MARKET - UNIVEST)**

Fund balance as of January 31, 2020	\$ 181,654.33
Check #158 - JLR CONSULTING	(471.25)
Check #159 - FIDEVIA, LLC	(6,500.00)
Check #160 - R.J. ELECTRIC, INC.	(8,144.00)
Interest	75.07
Fund balance as of February 29, 2020	<u><u>\$ 166,614.15</u></u>

**CAPITAL RESERVE (PSDLAF MAX)**

Fund balance as of January 31, 2020	\$ 13,526.12
Interest	14.30
Fund balance as of February 29, 2020	<u><u>\$ 13,540.42</u></u>

**CAPITAL RESERVE (PLGIT)**

Fund balance as of January 31, 2020	\$ 6,070,731.45
Interest	7,027.14
Fund balance as of February 29, 2020	<u><u>\$ 6,077,758.59</u></u>

**Summary of Capital Reserve Fund**

Committed for Turf Field Replacement	\$ 523,305.65
Committed for Technology	4,014.46
Committed for Turf Field Replacement and Athletic Equipment	38,000.00
Uncommitted Funds	5,692,593.05
	<u><u>\$ 6,257,913.16</u></u>

**CAPITAL PROJECTS (UNIVEST)**

Fund balance as of January 31, 2020	\$ 5,473.31
Interest	2.30
Fund balance as of February 29, 2020	<u><u>\$ 5,475.61</u></u>

**CAPITAL PROJECTS (UNIVEST)**

Fund balance as of January 31, 2020	\$ -
Deposit (Return of Escrow Funds)	2,865,690.65
Wire Service Charge	(10.00)
Interest	3,699.56
Fund balance as of February 29, 2020	<u><u>\$ 2,869,380.21</u></u>

**PLGIT/ARM**

Fund balance as of January 31, 2020	\$ 78.49
Account Closure (Transfer to PLGIT/ARM - GO Bonds of 2019)	(78.55)
Interest	0.06
Fund balance as of February 29, 2020	<u><u>\$ -</u></u>

**INVESTMENT ACCOUNTS****Month Ending 2/29/20****PLGIT/ARM - GO Bonds of 2017**

Fund balance as of January 31, 2020	\$ 18.62
Account Closure (Transfer to PLGIT/ARM - GO Bonds of 2019)	(18.63)
Interest	0.01
Fund balance as of February 29, 2020	<u>\$ -</u>

**PLGIT/ARM - GO Bonds of 2018**

Fund balance as of January 31, 2020	\$ 285.54
Account Closure (Transfer to PLGIT/ARM - GO Bonds of 2019)	(285.75)
Interest	0.21
Fund balance as of February 29, 2020	<u>\$ -</u>

**PLGIT/ARM - GO Bonds of 2019**

Fund balance as of January 31, 2020	\$ 1,718,646.71
Check #1055 - BRESLIN RIDYARD FADERO ARCHITECTS INC	(11,943.04)
Check #1056 - CORPORATE ENVIRONMENTS	(7,680.00)
Check #1057 - JLR CONSULTING	(4,060.00)
Check #1058 - OFFICE DEPOT	(1,400.00)
Check #1059 - WASTE MANAGEMENT OF PA	(259.62)
Check #1060 - D'HUY ENGINEERING, INC.	(12,357.71)
Check #1061 - R H LORISH MOWER SHOP LLC	(488.42)
Account Closure (Transfer from PLGIT/ARM 2016, 2017, & 2018)	382.93
Interest	2,095.36
Fund balance as of February 29, 2020	<u>\$ 1,682,936.21</u>

**CAPITAL PROJECTS (QNB)**

Fund balance as of January 31, 2020	\$ 39.20
Interest	0.05
Fund balance as of February 29, 2020	<u>\$ 39.25</u>

**TOTAL CAPITAL FUNDS BALANCE****\$ 10,815,744.44**

**INVESTMENT ACCOUNTS****Month Ending 2/29/20****GENERAL FUND****PSDLAF - MAX**

Fund balance as of January 31, 2020	\$ 26,386.23
Interest	27.85
Fund balance as of February 29, 2020	<u>\$ 26,414.08</u>

**PLGIT PLUS**

Fund balance as of January 31, 2020	\$ 32,005,711.75
PlanCon Bond Projects Funding	162,933.49
Basic Education Funding - Formula	1,319,585.00
Social Security Funding	244,928.36
Title I Improving Basic Programs	23,181.77
Title II Improving Teacher Quality	5,118.77
Title IV Student Support and Academic Enrichment	1,797.31
Transfer to PLGIT - Class	(2,800,000.00)
Fund balance as of February 29, 2020	<u>\$ 30,963,256.45</u>

**PLGIT - Class**

Fund balance as of January 31, 2020	\$ 1,171,314.92
Transfer from PLGIT PLUS	2,800,000.00
Transfers to Univest Checking Account	(2,800,000.00)
Medicaid Admin Claims	529.11
Interest	1,467.00
Fund balance as of February 29, 2020	<u>\$ 1,173,311.03</u>

**MONEY MARKET ACCOUNT (QNB)**

Fund balance as of January 31, 2020	\$ 2,462,583.38
Interest	2,825.91
Fund balance as of February 29, 2020	<u>\$ 2,465,409.29</u>

**MONEY MARKET ACCOUNT (UNIVEST)**

Fund balance as of January 31, 2020	\$ 40,186.46
Interest	16.91
Fund balance as of February 29, 2020	<u>\$ 40,203.37</u>

<b><u>GENERAL ACCOUNT (UNIVEST) - See General Account Detail</u></b>	<b>\$ 317,990.32</b>
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<b>TOTAL GENERAL FUND BALANCE</b>	<b><u>\$ 34,986,584.54</u></b>
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**GENERAL ACCOUNT****Month Ending 2/29/20**

Cash balance as of January 31, 2020	\$ 139,218.89
Interest - February	808.06
	<hr/> 140,026.95
Receipts - February	925,256.29
	<hr/> 1,065,283.24
Transfers to Payroll Account	(2,276,999.19)
Transfers from PLGIT Account	2,800,000.00
	<hr/> 1,588,284.05
Disbursements - February	(1,270,293.73)
Cash Balance - February 29, 2020	\$ 317,990.32
Adjustments - Void Checks & NSF items & misc. adj	-
Adjusted Cash Balance - February 29, 2020	<hr/> <hr/> \$ 317,990.32

**INVESTMENT ACCOUNTS****Month Ending 2/29/20****MIDDLE SCHOOL CONSTRUCTION SUMMARY**

Expenditures as of February 29, 2020	\$ 52,934,242.60
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## Escrow Account Balances:

The Upper Hanover Authority	\$ 5,000.00
Tri-Party Agreement	\$ 534,478.54
Upper Hanover Township	\$ 20,269.58
Upper Montgomery Joint Authority	\$ -
Total Disbursements	\$ 53,493,990.72

**PAYROLL ACCOUNT**  
**Month Ending 2/29/20**

Beginning Balance		\$	172,365.02
Additions:			
Deposits from General Fund	\$	2,276,999.19	
Interest		<u>140.05</u>	
Total Additions			2,277,139.24
Reductions:			
Payroll and related liabilities paid		<u>2,234,549.32</u>	
Total Reductions			<u>(2,234,549.32)</u>
Ending Balance		\$	<u><u>214,954.94</u></u>

Ending Balance Comprised of the Following Liabilities:

Due to the General Fund	926.40	
Unemployment Comp. withheld but not yet paid	2,511.55	
EIT withheld but not yet paid	46,188.34	
Phila. Wage Tax withheld but not yet paid	350.57	
LST-RH withheld but not yet paid	965.00	
LST-Mlb. withheld but not yet paid	401.76	
LST-EG withheld but not yet paid	536.45	
LST-Hfd. withheld but not yet paid	259.44	
LST-WC withheld but not yet paid	18.96	
Retirement Purchase withheld but not yet paid	41.76	
Retirement withheld but not yet paid	<u>162,754.71</u>	
Total Amount Due out of the Payroll Fund		\$ <u><u>214,954.94</u></u>

Reconciliation to Bank:

Balance per Bank - Checking	\$	5,069.57	
- Repo Account		210,000.00	
Less: Outstanding Checks		<u>(114.63)</u>	
Reconciled Balance		\$	<u><u>214,954.94</u></u>

Business Office  
2229 E. Buck Rd., Suite 2  
Pennsburg, PA 18073

## ... CAFETERIA FINANCIAL REPORT ...

QNB Bank  
February 29, 2020

Cash **Balance** as of Jan 31, 2020 \$ (766.87)

**Receipts – February 2020:**

Miscellaneous Receipts	\$ 9,087.78
Student & Adult Receipts	\$ 22,329.76
Received from Pligit	\$ 95,000.00
Received from CrediTech	\$ 215.95
School Café (1/25-2/21 )	\$ 49,564.40
Interest	\$ 97.96
	<hr/>
	\$ 176,295.85
	 <hr/>
	\$ 175,528.98

**Disbursements – February 2020:**

Canada Dry	\$ 1,974.00
Clover Farms Dairy Co	\$ 10,861.03
Christine Vogel - Petty Cash	\$ 10.50
Franklin Machine Products	\$ 140.16
Great Valley School District	\$ 20.00
Hershey Creamery Co	\$ 1,572.24
Imperial Bag & Paper	\$ 2,067.50
J & J Snack Food	\$ 928.50
Mahr, Mr. & Mrs (Account Reimbursement)	\$ 31.05
Morabito Baking Co	\$ 2,229.00
Nicholas, Christine (Account Reimbursement)	\$ 30.60
Office Depot	\$ 67.36
Penn Jersey Paper Co	\$ 1,142.75
Penn Street Pizza (Dominos)	\$ 275.61
Rapp, Jennifer (Acct Reimbursement)	\$ 13.45
Redners Warehouse Market	\$ 193.35
Scheid Produce	\$ 4,539.10
Share Food Program	\$ 503.44
TopStar (Subway)	\$ 266.00
Turner, Kristie (Account Reimbursement)	\$ 90.60
Twisdale, Corryn (Account Reimbursement)	\$ 100.00
UPSD	\$ 48,684.16
US Foodservice	\$ 47,176.13
Vogel, Christine (Travel)	\$ 15.96
West, Julie	\$ 182.90

\$ 123,115.39



March 12, 2020

22

NSF Checks	\$	-
<b>CASH BALANCE as of Feb 29, 2020 .....</b>	\$	52,413.59
Outstanding Checks as of Feb 29 , 2020	\$	1,727.71
 <b>BANK BALANCE as of Feb 29, 2020.....</b>	 \$	 54,141.30
 <b>PLGIT SAVINGS BALANCE as of Feb 29, 2020.....</b>	 \$	 310,142.37

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 03 UNIVEST BANK & TRUST COMPANY**

<u>Check No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
9668	02/14/2020	SAMUEL W ALBA	\$2,078.25
9669	02/14/2020	KADES-MARGOLIS CORPORATION	\$170.00
9670	02/14/2020	KIMBERLY D KELLY	\$568.00
9671	02/14/2020	KIMBERLY A PARKINS	\$501.50
9672	02/14/2020	SUN LIFE FINANCIAL	\$4,936.51
9673	02/20/2020	ADVANCED PROTECTION COMPANY	\$4,136.00
9674	02/20/2020	BARNES & NOBLE INC	\$48.71
9675	02/20/2020	CONTRACT CLEANERS SUPPLY INC	\$3,956.57
9676	02/20/2020	DELTA-T GROUP INC	\$2,070.00
9677	02/20/2020	DIRECT ENERGY BUSINESS	\$5,287.57
9678	02/20/2020	EDWARDS BUSINESS SYSTEMS	\$3,037.50
9679	02/20/2020	EDWARDS BUSINESS SYSTEMS (TX)	\$5,305.49
9680	02/20/2020	FLINN SCIENTIFIC, INC	\$2,221.53
9681	02/20/2020	GOVCONNECTION, INC.	\$681.50
9682	02/20/2020	HOME DEPOT CREDIT SERVICES	\$1,604.10
9683	02/20/2020	IRVIN G TYSON & SON INC	\$1,281.18
9684	02/20/2020	JW PEPPER & SON INC	\$1,459.63
9685	02/20/2020	LIBERTY PROPANE INC	\$2,166.15
9686	02/20/2020	M J REIDER ASSOCIATES INC	\$2,153.75
9687	02/20/2020	MED-FLEX, INC	\$52.00
9688	02/20/2020	OFFICE DEPOT	\$323.02
9689	02/20/2020	PECO	\$2,108.93
9690	02/20/2020	PORT A BOWL RESTROOM CO.	\$102.93
9691	02/20/2020	PSI PERSONNEL, LLC	\$2,114.00
9692	02/20/2020	R.J. ELECTRIC, INC.	\$2,296.62
9693	02/20/2020	READING FOUNDRY & SUPPLY COMPANY	\$1,309.29
9694	02/20/2020	RIVERSIDE CONSTRUCTION MATERIALS, INC.	\$1,369.78
9695	02/20/2020	SCHOOL DISTRICT INSURANCE CONSORTIUM	\$7,770.43
9696	02/20/2020	MEGAN J SMOLINSKI	\$233.00
9697	02/20/2020	TRI-STATE ELEVATOR CO INC	\$2,160.00
9698	02/20/2020	UNITED ELECTRIC SUPPLY COMPANY INC	\$2,245.25
9699	02/20/2020	USA BLUE BOOK	\$826.50
9700	02/20/2020	VERIZON	\$589.98
9701	02/20/2020	VERIZON WIRELESS	\$1,710.20
9702	02/20/2020	VISION BENEFITS OF AMERICA INC	\$2,605.58
9703	02/20/2020	WAMPOLE ENTERPRISES INC	\$407.00
9704	02/20/2020	WATERLOGIC AMERICAS LLC.	\$250.00
9705	02/20/2020	WEST HEALTH ADVOCATE SOLUTIONS INC.	\$608.00
9706	02/20/2020	WILMINGTON TRUST FEE COLLECTIONS	\$780.00
9707	02/20/2020	YOUNG'S TIRE & AUTOMOTIVE CENTER	\$461.74

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 03 UNIVEST BANK & TRUST COMPANY**

<u>Check No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
9708	02/27/2020	CAMASTER INC	\$3,495.00
9709	02/27/2020	COVENTRY TRANSPORTATION, INC	\$330,289.12
9710	02/27/2020	DELTA-T GROUP INC	\$3,890.45
9711	02/27/2020	EPLUS TECHNOLOGY OF PA INC	\$4,004.16
9712	02/27/2020	ESS NORTHEAST, LLC	\$13,102.95
9713	02/27/2020	LIBERTY PROPANE INC	\$5,782.10
9714	02/27/2020	MCI	\$142.43
9715	02/27/2020	MET-ED	\$3,956.60
9716	02/27/2020	MINITAB, INC.	\$1,299.80
9717	02/27/2020	NAPA AUTO PARTS	\$125.36
9718	02/27/2020	PMEA DISTRICT 11 REGION VI CHORUS FESTIVAL	\$160.00
9719	02/27/2020	POWER SCHOOL GROUP LLC	\$4,136.24
9720	02/27/2020	RUDOLPH CLARKE, LLC	\$2,811.00
9721	02/27/2020	SUBURBAN WATER TECHNOLOGY INC	\$852.00
9722	02/27/2020	TOTAL TECH CORPORATION	\$830.30
9723	02/27/2020	WAREHOUSE BATTERY OUTLET INC	\$110.86
9724	02/27/2020	MARIA ZEMATIS	\$15.00
9725	03/04/2020	STEVEN R ADAM	\$168.00
9726	03/04/2020	BEAR CREEK MOUNTAIN RESORT	\$200.00
9727	03/04/2020	BRIEN KALNOSKI	\$406.00
9728	03/04/2020	NEUMANN UNIVERSITY/DVEC	\$425.00
9729	03/12/2020	21ST CENTURY MEDIA - PHILLY CLUSTER	\$209.62
9730	03/12/2020	ACCO BRANDS USA LLC	\$1,861.42
9731	03/12/2020	STEVEN R ADAM	\$160.00
9732	03/12/2020	ADVANCED PROTECTION COMPANY	\$1,672.00
9733	03/12/2020	ALDERFER GLASS COMPANY INC	\$55.45
9734	03/12/2020	ALL-PHASE ELECTRIC SUPPLY COMPANY	\$452.14
9735	03/12/2020	AMERICAN SCHOOL COUNSELOR ASSOC	\$705.00
9736	03/12/2020	APPERSON	\$224.14
9737	03/12/2020	APPLE INC	\$399.00
9738	03/12/2020	ASCD	\$108.00
9739	03/12/2020	ASL SERVICES	\$187.25
9740	03/12/2020	B & H PHOTO-VIDEO	\$108.99
9741	03/12/2020	BAR FITNESS SERVICE INC	\$350.00
9742	03/12/2020	BLICK ART MATERIALS LLC	\$6.50
9743	03/12/2020	BOROUGH OF EAST GREENVILLE	\$935.84
9744	03/12/2020	BOYERTOWN SUPPLY INC	\$49.00
9745	03/12/2020	BSN SPORTS LLC	\$448.35
9746	03/12/2020	BUCKS COUNTY INTERMEDIATE UNIT #22	\$242.00
9747	03/12/2020	BUXMONT ACADEMY	\$8,759.73

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 03 UNIVEST BANK & TRUST COMPANY**

<u>Check No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
9748	03/12/2020	JOCLYN CACACCIO	\$360.00
9749	03/12/2020	CAMPBILL SPECIAL SCHOOL INC	\$9,656.00
9750	03/12/2020	CARDMEMBER SERVICE - <i>CONTINUOUS VOID</i>	\$0.00
9751	03/12/2020	CARDMEMBER SERVICE	\$3,688.53
9752	03/12/2020	CHESTER COUNTY INTERMEDIATE UNIT	\$27,518.15
9753	03/12/2020	SUSAN M COFFEY	\$36.98
9754	03/12/2020	COLLEGE ENTRANCE EXAMINATION BOARD	\$4,794.00
9755	03/12/2020	COMCAST	\$1,067.30
9756	03/12/2020	COMMITTEE FOR CHILDREN	\$2,258.00
9757	03/12/2020	CONTRACT CLEANERS SUPPLY INC	\$3,932.25
9758	03/12/2020	COUNTY OF MONTGOMERY	\$2,605.50
9759	03/12/2020	COYNE CHEMICAL CO, INC	\$921.88
9760	03/12/2020	CROWN CASTLE FIBER ENTERPRISE LLC	\$4,114.47
9761	03/12/2020	DISTRICT ONE ATHLETIC DIRECTORS ASSOC	\$50.00
9762	03/12/2020	EDGENUITY INC.	\$3,480.00
9763	03/12/2020	ESS NORTHEAST, LLC - <i>CONTINUOUS VOID</i>	\$0.00
9764	03/12/2020	ESS NORTHEAST, LLC	\$75,734.49
9765	03/12/2020	EXPLORATIONS PHP INC.	\$926.24
9766	03/12/2020	FOLLETT SCHOOL SOLUTIONS, INC	\$5,058.03
9767	03/12/2020	FUN AND FUNCTION LLC	\$499.98
9768	03/12/2020	GENERAL HEALTHCARE RESOURCES, INC	\$13,222.22
9769	03/12/2020	VALERIE N GIBBONS	\$49.00
9770	03/12/2020	GOPHER SPORT	\$181.82
9771	03/12/2020	GUMDROP BOOKS	\$1,438.33
9772	03/12/2020	HELPSYSTEMS, LLC	\$98.01
9773	03/12/2020	HENRY SCHEIN INC	\$603.58
9774	03/12/2020	HILDENBRAND EXCAVATING, INC	\$335.33
9775	03/12/2020	DAVID C HOUSEL JR	\$900.00
9776	03/12/2020	HP INC.	\$225.00
9777	03/12/2020	HUMANUS CORPORATION	\$1,160.00
9778	03/12/2020	IMAGI NATION LLC	\$998.80
9779	03/12/2020	INTEGRA ONE	\$18,123.33
9780	03/12/2020	IRVIN G TYSON & SON INC	\$284.86
9781	03/12/2020	ITECH SOLUTIONS GROUP, LLC	\$720.00
9782	03/12/2020	JOHNSON CONTROLS	\$1,689.00
9783	03/12/2020	JOHNSTONE SUPPLY	\$227.51
9784	03/12/2020	JW PEPPER & SON INC	\$45.00
9785	03/12/2020	KAPPE ASSOCIATES INC	\$177.00
9786	03/12/2020	KIDSPEACE CORPORATION	\$7,624.26
9787	03/12/2020	LAKESIDE EDUCATIONAL NETWORK	\$20,293.65

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 03 UNIVEST BANK & TRUST COMPANY**

<u>Check No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
9788	03/12/2020	LEHIGH VALLEY ZOOLOGICAL SOCIETY	\$1,283.00
9789	03/12/2020	LIBERTY PROPANE INC	\$1,762.51
9790	03/12/2020	THE LIBRARY STORE INC	\$150.16
9791	03/12/2020	LITERACY RESOURCES, LLC	\$91.99
9792	03/12/2020	LOSER'S MUSIC INC	\$711.86
9793	03/12/2020	M J REIDER ASSOCIATES INC	\$125.00
9794	03/12/2020	MAILROOM SYSTEMS INC	\$169.16
9795	03/12/2020	MCI	\$142.62
9796	03/12/2020	MILAGRE KIDS SCHOOL, INC.	\$7,020.00
9797	03/12/2020	MONTG COUNTY INTERMEDIATE UNIT #23	\$4,682.68
9798	03/12/2020	MONTGOMERY COUNTY COUNSELING ASSOCIATION	\$80.00
9799	03/12/2020	MUHLENBERG GREENE ARCHITECTS, LTD.	\$6,474.00
9800	03/12/2020	TODD E NIEMANN	\$58.75
9801	03/12/2020	NORMAN'S BUS SERVICE INC.	\$9,970.00
9802	03/12/2020	OFFICE DEPOT	\$4,619.34
9803	03/12/2020	P A C A C	\$50.00
9804	03/12/2020	PA ASSOC OF SCHOOL BUSINESS OFFICIALS	\$125.00
9805	03/12/2020	PA DEPT OF LABOR & INDUSTRY - B	\$475.68
9806	03/12/2020	PA PRINCIPALS ASSOCIATION	\$2,380.00
9807	03/12/2020	PA SCHOOL LIBRARIANS ASSOCIATION	\$60.00
9808	03/12/2020	PA SCHOOL LIBRARIANS ASSOCIATION	\$500.00
9809	03/12/2020	PATHWAY SCHOOL	\$6,189.01
9810	03/12/2020	PECO	\$234.09
9811	03/12/2020	PEDIATRIC THERAPEUTIC SERVICES, INC	\$32,154.67
9812	03/12/2020	PHI DELTA KAPPA INTERNATIONAL	\$95.00
9813	03/12/2020	PPL ELECTRIC UTILITIES	\$26,644.03
9814	03/12/2020	PROQUEST LLC	\$2,665.00
9815	03/12/2020	QUIVER FARM PROJECTS INC.	\$800.00
9816	03/12/2020	R.J. ELECTRIC, INC.	\$1,116.00
9817	03/12/2020	READING FOUNDRY & SUPPLY COMPANY	\$401.36
9818	03/12/2020	REPUBLIC SERVICES #320	\$1,264.87
9819	03/12/2020	RESURGENT TECHNOLOGY SERVICES LLC	\$1,943.50
9820	03/12/2020	RITTENHOUSE & SONS, INC.	\$713.84
9821	03/12/2020	SKYWARD, INC	\$200.00
9822	03/12/2020	SUN LIFE FINANCIAL	\$4,920.60
9823	03/12/2020	T.C. ASSOCIATES, LLC	\$2,162.83
9824	03/12/2020	TALLEY PETROLEUM ENTERPRISES INC.	\$14,314.91
9825	03/12/2020	THE DA VINCI DISCOVERY CENTER OF SCIENCE AND	\$1,445.00
9826	03/12/2020	DAVID M THOMAS	\$1,176.40
9827	03/12/2020	TOZOUR ENERGY SYSTEMS, INC	\$210.28

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 03 UNIVEST BANK & TRUST COMPANY**

<u>Check No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
9828	03/12/2020	UHS OF PENNSYLVANIA INC	\$323.95
9829	03/12/2020	UNITED ELECTRIC SUPPLY COMPANY INC	\$340.24
9830	03/12/2020	UPPER MONTGOMERY JOINT AUTHORITY	\$2,015.78
9831	03/12/2020	UPPER PERKIOMEN VALLEY CHAMBER OF	\$450.00
9832	03/12/2020	UPSD CAFETERIA FUND	\$752.47
9833	03/12/2020	VERIZON BUSINESS SERVICES	\$65.34
9834	03/12/2020	VERIZON	\$651.23
9835	03/12/2020	VISUAL SOUND INC	\$5,044.50
9836	03/12/2020	WALTER R DORN ESTATE INC	\$7,706.00
9837	03/12/2020	WEAVER'S COMMERCIAL & INDUSTRIAL SUPPLY	\$2,590.00
9838	03/12/2020	WEIS MARKETS, INC	\$295.20
9839	03/12/2020	WESTERN AUTO	\$7.99
9840	03/12/2020	WESTERN MONTGOMERY CAREER & TECHNOLOGY	\$148,904.33
9841	03/12/2020	WESTERN PSYCHOLOGICAL SERVICES	\$323.40
9842	03/12/2020	WILDLANDS CONSERVANCY, INC.	\$2,544.00
9843	03/12/2020	WILSON LANGUAGE TRAINING CORP	\$367.41
<b>TOTAL CHECKS</b>			<b>\$994,188.47</b>

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: PENNSYLVANIA LOCAL GOVERNMENT INVESTMENT TRUST - GO BOND 2019**

<u>Check/Wire No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
1055	02/07/2020	BRESLIN RIDYARD FADERO ARCHITECTS INC	\$11,943.04
1056	02/07/2020	CORPORATE ENVIRONMENTS	\$7,680.00
1057	02/07/2020	JLR CONSULTING	\$4,060.00
1058	02/07/2020	OFFICE DEPOT	\$1,400.00
1059	02/07/2020	WASTE MANAGEMENT OF PA	\$259.62
1060	02/20/2020	D'HUY ENGINEERING, INC.	\$12,357.71
1061	02/20/2020	R H LORISH MOWER SHOP LLC	\$488.42
1062	03/06/2020	BORO CONSTRUCTION	\$131,906.28
1063	03/06/2020	BRESLIN RIDYARD FADERO ARCHITECTS INC	\$7,953.44
1064	03/06/2020	HD SUPPLY FACILITIES MAINTENANCE	\$657.10

**Total Checks: \$178,705.61**

Upper Perkiomen School District  
LIST OF PAYMENTS  
For the Period Ending March 12, 2020

**Bank: 08 UNIVEST BANK TRUST COMPANY - CAPITAL RESERVE**

<u>Check/Wire No.</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Amount</u>
158	02/07/2020	JLR CONSULTING	\$471.25
159	02/20/2020	FIDEVIA, LLC	\$6,500.00
160	02/20/2020	R.J. ELECTRIC, INC.	\$8,144.00
161	03/06/2020	BARRY ISETT & ASSOCIATES, INC	\$765.00

**Total Checks: \$15,880.25**

**Total Capital Projects and Capital Reserve Payments: \$194,585.86**



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## REMOVE FROM MARCH EOM 2020

**EAST GREENVILLE BOROUGH**  
**DIANE CRIDDLE / TAX COLLECTOR**

**GREEN LANE BOROUGH**  
**BLAINE BERGEY / TAX COLLECTOR**

**PENNSBURG BOROUGH**  
**PATTY ANN BAVER / TAX COLLECTOR**

ROESE, SHANNON	6709	MOVED
ELEFThERIOU, MICHAEL ALEX	5409	MOVED
MYREN, ANDREW R	6418	DUPLICATE

**RED HILL BOROUGH**  
**LORI HORNING / TAX COLLECTOR**

SUPLEE, ROBERT	8914	MOVED
CORRAO, SHEILA	7577	DECEASED
FORCE, BARBETT	7790	MOVED
FORCE, ERIC	7791	MOVED

**MARLBOROUGH TOWNSHIP**  
**MARY JACOBS / TAX COLLECTOR**

MONAHAN, CAROLE LEE	10626	NON-RESIDENT
RING, DANIEL	10952	DECEASED

**HEREFORD TOWNSHIP**  
**JACKIE WATKINS / TAX COLLECTOR**

PAYNE, ROGER	1477	MOVED
MOYER, ROSE	1386	DECEASED
WINKLER, NICOLE	2100	MOVED
SCHAFER, AIDAIN	1684	MOVED
RODRIGUEZ, ETHAN	1609	MOVED
ALLEM, NANCY	41	MOVED
SMITH, DEBORAH	1806	MOVED

HILPERT, LEE	843	MOVED
LANCASTER, ANDREW	1104	MOVED
CAMPBELL, JOANNE	257	MOVED
ALLEM, JOHN	40	MOVED
BORDNER, JEREMY	146	MOVED
MCGENTY, PATRICK	1279	MOVED
PICKENS, JOSHUA	1498	MOVED
IBRAHAM, KHADRA	1004	UNABLE TO FORWARD
HARWICK, CHRISTOPHER	782	UNABLE TO FORWARD
MAYES, CIARA	1263	UNABLE TO FORWARD
LEBON, LINDA	1125	UNABLE TO FORWARD
JEFFRIES, CATHERINE	932	UNABLE TO FORWARD
RODRIGUEZ, RODOLFO	1614	UNABLE TO FORWARD
SIVCO SR, TODD	1794	MOVED
SELL, JEFFREY	1745	UNABLE TO FORWARD
CORNELY, KATHY	332	UNABLE TO FORWARD
AUGUSTINE, ANN	59	UNABLE TO FORWARD
AUGUSTINE, JEFF	60	UNABLE TO FORWARD
MCCARTY, ASHLEIGH	1267	UNABLE TO FORWARD
SHUHLER, MATTHEW	1771	UNABLE TO FORWARD
HOLDERMAN, ERIC	880	UNABLE TO FORWARD
ZWICKEL, ANDREW	2160	UNABLE TO FORWARD
ZWICKEL, LYDIA	2161	UNABLE TO FORWARD
PIVETRAU, SHERI	1511	UNABLE TO FORWARD
WETZEL, L	2060	ATTEMPTED NOT KNOWN
WETZEL, DANIEL	2058	ATTEMPTED NOT KNOWN
SHUHLER, ANNABELLE	1770	ATTEMPTED NOT KNOWN
RAY, DANIEL	1544	UNABLE TO FORWARD
RAY, AMY	1543	UNABLE TO FORWARD
RAY, ABIGAIL	1542	UNABLE TO FORWARD
RAY, GRETCHEN	1545	UNABLE TO FORWARD
SMITH, JUSTIN	1808	UNABLE TO FORWARD

**UPPER HANOVER****MATT KELLS / TAX COLLECTOR**

BENNER, ELIJAH	11985	E
FLUCK, JOSHUA	13230	MOVED