

OCTORARA AREA SCHOOL DISTRICT REORGANIZATION MEETING

December 7, 2023 – 6:00 p.m.
Jr./Sr. High School Multi-Purpose Room

AGENDA

1. **Opening Exercises – Mr. Ganow**

- A. Moment of Silence
- B. Pledge of Allegiance to the Flag

2. **Call To Order – Mr. Ganow**

- A. Roll Call
- B. Asks for nominations for Temporary President
(*Only a hold-over member can act as temporary president.*)
- C. Conducts election of Temporary President
- D. Turns over Chair to Temporary President

3. **Temporary President**

- A. Reads the list of hold-over Directors into the minutes:

Director	Region	Term Exp.
Samuel Ganow	Region 2	2025
Jere Zimmerman	Region 2	2025
Charles Koennecker, Jr	Region 3	2025
R. Matthew Hurley	Region 3	2025

- B. Reads the list of the newly elected Board Members:

Director	Region	Term Exp.
Brian Norris	Region 1	2027
Anthony Falgiatore	Region 1	2027
Karen Williamson	Region 1	2027
Joelyn Metzler	Region 2	2027
Jacob Lusby	Region 3	2027

- Region 1: Atglen Borough
Borough of Christiana (Lancaster County)
Parkesburg (North)
West Sadsbury Township
- Region 2: Sadsbury Township (Lancaster County)
West Fallowfield Township
- Region 3: Highland Township
Londonderry Township
Parkesburg (South)

- C. Temporary President administers the oath of office to the newly elected Board Members.
 - D. Ask for nominations for Board President.
 - E. Conducts election of Board President.
 - F. Turns over Chair to elected Board President.
- 4. **President**
 - A. Asks for nominations for Vice-President.
 - B. Conducts election of Vice-President.
- 5. **Board President Makes The Following Appointments:**
 - A. Representative to the Lancaster County Tax Collection Bureau for the Calendar Year 2024
 - B. Alternative Representative to the Lancaster County Tax Collection Bureau for the Calendar Year 2024
 - C. Representative to the Chester County Tax Collection Bureau for the Calendar Year 2024
 - D. Alternative Representative to the Chester County Tax Collection Bureau for the Calendar Year 2024
 - B. Legislative Committee Representative for the Calendar Year 2024
 - C. I.U./C.A.T. Board Representative (Brian Norris - Term Expires 2026)
 - D. Personnel Committee
 - E. Facilities Committee
 - F. Policy Committee
 - G. Finance Committee
 - H. Representative to the Chester County School Authority (Term Expires 2026 - Brian Norris)
 - I. Education Committee
- 6. **Resolution Regarding Meeting Times**

That in conformance with Act 175 (1974) PA Legislature, the Octorara Area Board of School Directors will normally meet in Regular Session in the Jr./Sr. High School on the third Monday of each month at 7:00 p.m. and that the Board Work Sessions, open to the public, will normally be held the second Monday of each month at 7:00 p.m. in the Jr./Sr. High School unless the Monday of a scheduled meeting is a planned Holiday and school is closed. In this case, the

meeting will be held on Tuesday. (There is no Work Session scheduled for July). Executive Sessions will be scheduled before and/or following each Regular and Work Session Meeting. The annual Reorganization Meeting will be held on December 2, 2024 at 7:00 p.m. followed by the December Work Session. The December 2024 Regular Monthly Public Board Meeting will be held on December 9, 2024 at 7:00 p.m.

7. **Adjourn**

**OCTORARA AREA SCHOOL DISTRICT
PUBLIC SCHOOL BOARD MEETING
December 7, 2023– Immediately Following the Reorganization Meeting
Jr. High School Multi-Purpose Room**

DISCUSSION GUIDE

1. Approval of Minutes of the Work Session of November 13, 2023 and the Regular Meeting of November 20, 2023.
2. Visitors' Comments – Agenda Items Only
3. Presentations
 - A. Comprehensive Planning – Mission and Values
4. Information Items
 - A. Ms. Amanda Kieffer will transfer from a science teacher at the Jr. High to a science teacher at the Sr. High effective November 28, 2023. (Replacing Matt Livingood who resigned.)
 - B. Dr. Leever will be attending the Suburban Study Council/AASA Conference in San Diego from February 12-16, 2024.
5. Treasurer's Report
 - A. That the Octorara Board of School Directors approve the General Fund Report for period ending November 30, 2023.
6. Business Manager's Report
 - A. That the Octorara Board of School Directors approve the list of bills for payment.
7. Recommended Action Items:
 - A. That the Octorara Board of School Directors approve the Opt Out Resolution for the 2024-2025 budget process.
 - B. That the Octorara Board of School Directors approve the following policy, second reading:
815 Acceptable Use of Internet, Computers and Network Resources
 - C. That the Octorara Board of School Directors approve the Agreement with Turn-Key Technologies for equipment and software for cyber security end point protection for a total of 72,589.00.
 - D. That the Octorara Board of School Directors approve the use of the Sr. High Track beginning at 8:00 a.m. on Sunday, April 14, 2024 along with a waiver of the facility fees for a 5K fundraiser to benefit veterans.
 - E. That the Octorara Board of School Directors approve the request for unpaid family medical leave for the purpose of child rearing for Ms. Caitlin Cracchiolo from

approximately March 11, 2024 through the end of the 2023-2024 school year. Ms. Cracchiolo is a Sixth Grade teacher at the Octorara Intermediate School.

- F. That the Octorara Board of School Directors approve the following bus driver for Althouse Transportation for the 2023-2024 school year:
Karen Uptmore, Bus #15

Resignation Approvals:

- G. That the Octorara Board of School Directors accept the resignation of Ms. Julia Scioli as a Special Education teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 14, 2023)
- H. That the Octorara Board of School Directors acknowledge the no show, no paperwork of Mr. Eric Foote as a Production Cook. (Hired October 16, 2023)

Hiring Approvals:

- I. That the Octorara Board of School Directors approve Mr. Mark Peticca as CTE Director at the Octorara Jr./Sr. High School effective on or after February 5, 2024. Mr. Peticca's salary will be \$130,000 pro-rated. (Mr. Peticca is currently an Assistant Principal and is replacing Lisa McNamara who is retiring.)
- J. That the Octorara Board of School Directors approve Ms. Kristy Sheller as an Instructional Assistant at the Octorara Primary Learning Center effective December 7, 2023 pending completion of employee related documents required by law and the District. Ms. Sheller's rate will be \$15.00 per hour for 5.75 hours per day. (Replacing Wanda Fisher who resigned.)
- K. That the Octorara Board of School Directors approve Ms. Diane Tyman as an Instructional Assistant at the Octorara Intermediate School effective TBD pending completion of employee related documents required by law and the District. Ms. Tyman's rate will be \$16.00 per hour for 5.75 hours per day. (Replacing Valentina Bruccheri who resigned.)
- L. That the Octorara Board of School Directors approve the following supplemental contract for the 2023-2024 school year:
- | | | |
|---------------|-----------------------|---------|
| Christy Spoto | Mentor Kristy Sheller | \$64.16 |
|---------------|-----------------------|---------|
- M. That the Octorara Board of School Directors approve the following substitute teacher for the 2023-2024 school year:
Jude Unitis, Emergency
- N. That the Octorara Board of School Directors approve the following volunteer coaches pending completion of volunteer documents required by law and the District.
Fredesha Robinson, Jr. High Girls' Basketball
Josh Parker, Jr. High Boys' Wrestling
- O. That the Octorara Board of School Directors approve the following change in salary due to graduate credits earned:
- | | | |
|-----------------|---------------------------------------|----------------|
| Denim Kurtzhals | From M+60 (\$77,215) to Dr (\$84,872) | Step 13 to MAX |
|-----------------|---------------------------------------|----------------|

8. CCIU Board Representative's Report

9. Old Business
10. New Business
11. Other Items/Concerns
12. Visitors' Comments – General
13. Administrator Comments/Announcements
14. Board Comments
15. Adjournment

Executive Session for Personnel - Thursday, December 7, 2023 – Following the Regular Meeting in room 102 at the Jr. High School

Policy/Facility/Finance Committee Meetings – Monday, December 11, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy/Facility Committee Meeting – Monday, January 8, 2024 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Work Session – Monday, January 8, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, January 15, 2024 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, January 15, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, January 22, 2024 – 6:00 p.m. in room 102 at the Jr. High School

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on November 13, 2023

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on November 13, 2023.

A moment of silence and the Pledge of Allegiance preceded the meeting.

The Vice-President, Mr. Fox, called the meeting to order at 7:01 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Hurley, Mr. Koennecker, Mr. Norris, Ms. Yelovich and Mr. Zimmerman. Mr. Ganow was absent. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Jeff Litts, Saxton & Stump; and 61 visitors (four visitors remained after the presentation).

There were no visitor's comments for agenda items only.

Under presentations, Ms. Michelle Moran introduced the 2023-2024 Octorara Heroes: Shane Althouse, Chloe Badman, Eleni Christou, Kadence Connors, Kayla Deets, Isabella Delise, Ryan Deluca, Jasmine Estrella, Thomas Falls, Abby Fleming, Ashlyn Foster, Jamie Guertler, Jack Holub, Brigid Imms, Sara Meyer, Abby Mickel, Lily Rising, Kaitlyn Salada, Carson Schempp, Olivia Simmons, Mia Testerman, Emmerson Ware, Fallon Weber, Melanie Witte, Vicki Wood, Brady Zimmerman.

There were no information items.

Mr. Ganow presented the following items for action at the November 13, 2023 Board meeting:

- A. That the Octorara Board of School Directors approve Mr. Scott Domowicz as the District's School Safety and Security Coordinator.
- B. That the Octorara Board of School Directors approve Ms. Kelley Vance as the District's Title IX Coordinator.
- C. That the Octorara Board of School Directors approve the contract with Apptegy for website development effective January 1, 2024 at an annual cost of \$13,225 with a one-time set-up fee of \$14,112.50.
- D. That the Octorara Board of School Directors approve the 2023-2024 Structured Literacy Grant from the Chester County Intermediate Unit for \$68,110.
- E. That the Octorara Board of School Directors approve the donation of a JayPro Bomber Elite Batting Cage from the Octorara Baseball Boosters at a value of \$5,500.
- F. That the Octorara Board of School Directors approve the request from Octorara Youth Wrestling to host a wrestling meet on Sunday, January 21, 2024 from 9:00 a.m. – 4:00 p.m.
- G. That the Octorara Board of School Directors approve the request for unpaid family medical leave for the purpose of child rearing for Ms. Kimberly Boyd from approximately February 12, 2024 through April 22, 2024. Ms. Boyd is a Special Education teacher at the Octorara Jr./Sr. High School.
- H. That the Octorara Board of School Directors adjust Mr. Phillip Woodward's approved start date from October 12, 2023 to October 10, 2023. Mr. Woodward is a custodian at the Octorara Intermediate School.

- I. That the Octorara Board of School Directors approve the following policies, second reading:
 006 *Meetings*
 216.1 *Supplemental Discipline Records*
 251 *Students Experiencing Homelessness, Foster Care and Other Educational Instability*
- J. That the Octorara Board of School Directors approve the following policies, first reading:
 815 *Acceptable Use of Internet, Computers and Network Resources*

Resignation Approvals:

- K. That the Octorara Board of School Directors accept the resignation of Ms. Wanda Fisher as an Instructional Assistant at the Octorara Primary Learning Center effective November 23, 2023. (Hired June 19, 2017)

Hiring Approvals:

- L. That the Octorara Board of School Directors approve the following supplemental contracts for the 2023-2024 school year:

Helena Martin	FFA Technology Advisor	4 pts @ \$620	\$2,480
Debra Jones	Mentor Erin Sullivan		\$80.72
Patti Albrecht	Mentor Ana Torres		\$63.08
Adam Udell	Character Club Advisor	2 pts @ \$620	\$1,240
Denim Kurtzhals	Jr High Baseball Coach	4 pts @ \$620	\$2,480

- M. That the Octorara Board of School Directors approve the change in the Jr. High Chorus supplemental from Jaclyn Urbas to Sydney Szwarc at 2 points for a total of \$1,240. (Ms. Urbas was approved in error for both the Jr. High and Sr. High Chorus supplementals in August.)
- N. That the Octorara Board of School Directors approve the following Intramural supplementals effective November 21, 2023:
 Jed King, Intramural Sr. High Fitness Coordinator - \$3,000 pro-rated
 Mark Durante, Intramural Jr. High Fitness Coordinator - \$3,000 pro-rated
- O. That the Octorara Board of School Directors approve the following substitute teacher for the 2023-2024 school year:
 Hannah Dunnenberger, Emergency
- P. That the Octorara Board of School Directors approve the following substitute support staff for the 2023-2024 school year:
 Joyce Swisher

Under the Education Committee Report, Mr. Fox reported the committee met on October 23, 2023. The committee discussed the focus areas. There was no update on Student Health and Wellness. Dr. Leever gave a Comprehensive Planning update and Dr. Tachau and the principals reviewed the School Improvement Plan progress and 2023 Fall MAP Growth testing data. Principals gave Achievement Team highlights for their building.

Policy Committee Report, Ms. Bowman reported there are no changes for the second reading policies on tonight's agenda. Policy 815 was reviewed with no changes and policy 819 was removed from the agenda for further direction from administration.

Under the Facility Committee Report, Mr. Norris reported representatives from Architerra were present to review Phase I of the athletic field upgrades which included a few changes recommended by administration. Work on Phase I will begin in early summer 2024.

There were no other items/concerns or visitors' comments for items in general.

Under administrator comments, Ms. Lease announced the PTO raised over \$19,000 in the Fund Walk to help fund events and offset the cost of activities. She thanked the PTO for hosting the Monster Bash at the OIS and providing conference dinners to the K-6 teachers prepared by the Sr. High culinary students.

Dr. Tachau congratulated the cast and crew of the fall play, *Olympiaganza*, directed by Jennifer John, for a great performance.

Dr. Leever thanked Michelle Moran for her work with the Octorara Heroes. There are good things happening and much to be proud of at Octorara. He thanked the parents and staff for supporting all the great endeavors our students are involved in.

Under Board comments, Mr. Norris said we have not been accustomed to contested Board races in the past. He suggested in the future, a debate or public forum be held for the candidates to let the public know what their views are.

Mr. Fox announced the following meetings to be held:

Finance Committee Meeting – Monday, November 20, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, November 20, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 7:27 p.m. on motion of Ms. Yelovich, second by Mr. Zimmerman and approval of all members present.

This Board meeting can be viewed in its entirety on www.youtube.com/user/OctoraraAreaSD.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on November 20, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on November 20, 2023.

A moment of silence and the Pledge of Allegiance preceded the meeting.

The President, Mr. Ganow, called the meeting to order at 7:00 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Fox, Mr. Hurley, Mr. Koennecker, Mr. Norris, Ms. Yelovich and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Ben Pratt, Saxton & Stump; and 44 citizens (11 citizens remained after the presentations).

The minutes of the Work Session of October 9, 2023 and the Regular Meeting of October 16, 2023, were approved on motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present.

There were no visitors' comments for agenda items only.

Under presentations, Jack McGinnis, Andrew Mittman, Eric Zimmerman, and Manuel Juarez-Catillo in Mr. Reynolds' band class and Macy Muldoon, Kylee Mewhort Peyton King, and Mariah Mastrippilito in Ms. Kradzinski's chorus class played and sang several selections from their upcoming winter concerts. Students shared what the OIS music program means to them.

Carson Schempp, Gavin Boyer, and Brady Zimmerman gave a presentation on OpenBot, a robot that works off the computing power of a mobile phone. The software is open source and when connected to the robot will use the phone cameras and computing power to learn tasks through Artificial Intelligence.

There were no information items.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Ms. Bowman, second by Mr. Fox and approval of all members present. (Appendix A-11/20/23)

A list of bills for the General Fund totaling \$2,299,030.51; Cafeteria Fund totaling \$70,629.63, Capital Projects totaling \$114,879.69, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-11/20/23, were approved and ordered paid on motion of Mr. Fox, second by Ms. Bowman and approval of all members present except Mr. Falgiatore who voted no. Mr. Falgiatore asked that the bill from Saxton Stump for \$1,414.17 be pulled since it is related to a private person capacity.

Mr. Pratt confirmed the lawsuit is not a private person capacity lawsuit.

The following items were approved on motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present:

The Octorara Board of School Directors approved Mr. Scott Domowicz as the District's School Safety and Security Coordinator.

The Octorara Board of School Directors approved Ms. Kelley Vance as the District's Title IX Coordinator.

The Octorara Board of School Directors approved the contract with Apptegy for website development effective January 1, 2024 at an annual cost of \$13,225 with a one-time set-up fee of \$14,112.50. (Appendix C-11/20/23)

The Octorara Board of School Directors approved the 2023-2024 Structured Literacy Grant from the Chester County Intermediate Unit for \$68,110. (Appendix D-11/20/23)

The Octorara Board of School Directors approved the donation of a JayPro Bomber Elite Batting Cage from the Octorara Baseball Boosters at a value of \$5,500.

The Octorara Board of School Directors approved the request from Octorara Youth Wrestling to host a wrestling meet on Sunday, January 21, 2024 from 9:00 a.m. – 4:00 p.m.

The Octorara Board of School Directors approved the request for unpaid family medical leave for the purpose of child rearing for Ms. Kimberly Boyd from approximately February 12, 2024 through April 22, 2024. Ms. Boyd is a Special Education teacher at the Octorara Jr./Sr. High School.

The Octorara Board of School Directors adjusted Mr. Phillip Woodward's approved start date from October 12, 2023 to October 10, 2023. Mr. Woodward is a custodian at the Octorara Intermediate School.

The Octorara Board of School Directors approved the following policies, second reading:

006 *Meetings*

251.1 *Supplemental Discipline Records*

251 *Students Experiencing Homelessness, Foster Care and Other Educational Instability*

(Appendix E-11/20/23)

The Octorara Board of School Directors approved the following policy, first reading:

815 *Acceptable Use of Internet, Computers and Network Resources*

(Appendix F-11/20/23)

The Octorara Board of School Directors accepted the resignation of Ms. Wanda Fisher as an Instructional Assistant at the Octorara Primary Learning Center effective November 23, 2023. (Hired June 19, 2017)

The Octorara Board of School Directors approved the following supplemental contracts for the 2023-2024 school year:

Helena Martin	FFA Technology Advisor	4 pts @ \$620	\$2,480
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Patti Albrecht	Mentor Ana Torres		\$63.08
Adam Udell	Character Club Advisor	2 pts @ \$620	\$1,240
Denim Kurtzhals	Jr High Baseball Coach	4 pts @ \$620	\$2,480
Phillip Woodward	Jr High Asst Boys' Basketball Coach	4 pts @ \$620	\$2,480
Eric McCutcheon	Asst Girls' Basketball Coach	9 pts @ \$620	\$5,580
Scott Burrridge	Asst Girls' Wrestling Coach	9 pts @ \$620	\$5,580

The Octorara Board of School Directors approved the change in the Jr. High Chorus supplemental from Jaclyn Urbas to Sydney Szwarc at 2 points for a total of \$1,240. (Ms. Urbas was approved in error for both the Jr. High and Sr. High Chorus supplementals in August.)

The Octorara Board of School Directors approved the following Intramural supplementals effective November 21, 2023:

Jed King, Intramural Sr. High Fitness Coordinator - \$3,000 pro-rated

Mark Durante, Intramural Jr. High Fitness Coordinator - \$3,000 pro-rated

The Octorara Board of School Directors approved the following substitute teacher for the 2023-2024 school year:

Hannah Dunnenberger, Emergency
John Tintera, Emergency

The Octorara Board of School Directors approved the following substitute support staff for the 2023-2024 school year:

Joyce Swisher
Owen Hoffman
Patrick Hoffman

On motion of Ms. Bowman, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved Ms. Kimberly Lacock as a Food Service employee effective November 20, 2023. Ms. Lacock's rate will be \$15.00 per hour for five hours per day. (Replacing Sandy Affourtit who resigned.)

On motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the Service Agreement with Lancaster-Lebanon Intermediate Unit 13 for Act 168 tracking services effective November 28, 2023 through November 27, 2026. (Appendix G-11/20/23)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the Subscription Agreement with Veracity Verification Solutions, LLC for software platform management effective November 7, 2023 at a cost of \$5,564. (Appendix H-11/20/23)

On motion of Ms. Yelovich, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Jennifer Davis as a truant officer for the District.

On motion of Mr. Zimmerman, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Joelyn Metzler as substitute support staff effective November 5, 2023. (Hired November 21, 2022)

Under the Finance/Facility Committee Report, Mr. Hurley reported the committee met tonight and received a year to year update on budget comparisons, received an audit update, bank update on signature cards and moving funds from dormant accounts to an Education Foundation account, discussed moving away from writing physical checks to a system that will give cash back, and discussed the financial software used by the District. The Facility Committee discussed having a systems analysis on our big systems to map out a ten-year plan and continued discussion on the athletic plan from Architerra.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on November 15, 2023.

There were no items of old business, new business, or other items and announcements.

Under visitors' comments in general, John Nowicki, West Fallowfield, expressed his concerns regarding better communication, parental involvement, and patriotism. He said our children are watching what we do and how we interact.

Under administrator comments/announcements, Dr. Propper said students will be recognized for their academic requirements this year including honor roll, high honor roll, and distinguished honor roll. He announced career day will be held on November 22 and the band will participate in the West Chester Christmas Parade on December 1. Dr. Propper congratulated District Band recipients Bridget Whitfield and Ryan Linnenbaugh and District Chorus recipient Menah Alkhabaz. He thanked the community for their support of the recent victims of an automobile accident.

Ms. McNamara gave the Board an OACTEP newsletter.

Dr. Leever thanked the Jr./Sr. High administration for their support of the student and his family that was involved in the accident. He said communication will come out with how best to help the family to make sure their needs are met. He recognized Carson Schempp for his prototype of a 3-D prosthetic hand as a project in engineering. Our students are given cutting edge programs to prepare them for where they are going. Dr. Leever congratulated Austin Kurtz for placing first out of 22 students in an FFA Employment Skills competition in the Eastern Region. He announced Ms. Helena Talley and her students held a food drive and raised 1,395 pounds of nonperishable goods that will be donated to the Parkesburg Food Cupboard.

Dr. Leever thanked departing Board Directors for their years of service: Lisa Yelovich, 3.5 years; Brian Fox, 8 years; and Lisa Bowman, 18 years. The District will put a book of their choosing in the appropriate level library in their name as a thank you for their years of service to the Octorara Area School District.

Under Board comments, Mr. Norris said the District will miss the advocacy of the departing Board Directors and the viable programs they have provided for the students. He thanked Lisa Bowman for her ability to be a compass for many meetings, her guidance is irreplaceable and she will be missed.

Mr. Hurley recognized Lisa Yelovich for stepping up when there was a vacancy and that she started on the Board during difficult times; Mr. Fox who led the Board through difficult, unprecedented times and took the heat and handled it well; and Ms. Bowman for her steady leadership and always asking "What are we trying to solve for?" He thanked them for their service.

Mr. Zimmerman asked Ms. McNamara how to donate to Toys for Tots. He said Lisa Bowman welcomed he and his wife and made them feel comfortable when they were discussing security in the District years ago. He thanked Brian Fox for all the help with making sets for the student performances. He expressed his appreciation for the insight of Lisa Yelovich.

Ms. Yelovich, Mr. Fox, and Ms. Bowman each expressed their thanks for the opportunity to serve the District and wished the newly elected Board members well as they serve.

Mr. Ganow thanked Ms. Yelovich for her input and thanked Mr. Fox and Ms. Bowman for serving as President over the years.

Mr. Ganow announced an Executive Session for Personnel and Safety and Security matters was held tonight prior to the Regular Board Meeting in room 102 at the Jr. High School.

Mr. Ganow announced the following upcoming meetings:

Policy/Facility Committee Meeting – Monday, December 4, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Reorganization Meeting – Monday, December 4, 2023 - 7:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, December 4, 2023 – Immediately following the Reorganization Meeting in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, December 11, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, December 11, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:12 p.m. on motion of Mr. Norris, second by Mr. Zimmerman and approval of all members present.

This Board meeting can be viewed in its entirety at www.youtube.com/user/OctoraraAreaSD.

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2023-2024**

<u>Cash Balance as of September 30, 2023</u>		\$	3,343,328.74
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	4,401,223.74	
Other Receipts - (Rentals, Misc.)		1,000.00	
Checking Account Interest		5,792.22	
Transfer in from Investments		0.00	
			4,408,015.96
Total Available	\$		7,751,344.70
<u>Disbursements:</u>			
Net Payroll	\$	1,126,289.01	
Accounts Payable		3,718,227.63	
Transfer to Investments		(1,071,623.47)	
			3,772,893.17
General Fund Cash as of October 31, 2023	\$		3,978,451.53
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	8,597,699.49	
Beginning Balance Fulton Money Market		32,071,623.47	
Earnings on PSDLAF Investment Account		38,437.67	
Earnings on Fulton Money Market		89,171.05	
Net Transfers		(1,071,623.47)	
Total General Fund Cash and Investments as of October 31, 2023	\$		43,703,759.74

For the November 20, 2023 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2023-2024**

<u>Cash Balance as of October 31, 2023</u>	\$	3,978,451.53
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	2,935,924.80	
Other Receipts - (Rentals, Misc.)		1,024.19	
Checking Account Interest		6,444.02	
Transfer in from Investments		0.00	
		2,943,393.01	
 Total Available	 \$		 6,921,844.54

Disbursements:

Net Payroll	\$	1,190,863.53	
Accounts Payable		2,413,255.75	
Transfer to Investments		910,828.95	
		4,514,948.23	

<u>General Fund Cash as of November 30, 2023</u>	\$	2,406,896.31
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,636,137.16	
Beginning Balance Fulton Money Market		31,089,171.05	
Earnings on PSDLAF Investment Account		37,370.78	
Earnings on Fulton Money Market		86,629.77	
Net Transfers		910,828.95	

<u>Total General Fund Cash and Investments as of November 30, 2023</u>	\$	<u>43,167,034.02</u>
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For the December 7, 2023 Regular Board Meeting

**OCTORARA AREA SCHOOL DISTRICT
INVESTMENT ANALYSIS**

Listed below is a summary of our investment activity for the period ending November 30, 2023

GENERAL FUND

Checking	\$2,406,896.31	3.35%	Fulton
Investment	8,673,507.94	5.225%	PSDLAF (MAX)
Investment	32,086,629.77	3.35%	Fulton Money Market
	\$ 43,167,034.02		

OTHER CASH & INVESTMENTS

Activity	\$ 147,817.42	3.35%	Checking
Cafeteria	22,101.89	3.35%	Checking
Capital Projects	2,513,899.33	5.225%	PSDMAX
Capital Reserve	2,542,827.53	5.225%	PSDLAF
Payroll	9,343.67	3.35%	Checking
	\$ 5,235,989.84		

Total General Fund Cash and Investments as of November 30, 2023

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2023-2024**

<u>Cash Balance as of October 31, 2023</u>	\$	3,978,451.53
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	2,935,924.80	
Other Receipts - (Rentals, Misc.)		1,024.19	
Checking Account Interest		6,444.02	
Transfer in from Investments		0.00	
		2,943,393.01	
 Total Available	 \$		 6,921,844.54

Disbursements:

Net Payroll	\$	1,190,863.53	
Accounts Payable		2,413,255.75	
Transfer to Investments		910,828.95	
		4,514,948.23	

<u>General Fund Cash as of November 30, 2023</u>	\$	2,406,896.31
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,636,137.16
Beginning Balance Fulton Money Market		31,089,171.05
Earnings on PSDLAF Investment Account		37,370.78
Earnings on Fulton Money Market		86,629.77
Net Transfers		910,828.95

<u>Total General Fund Cash and Investments as of November 30, 2023</u>	\$	43,167,034.02
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For the December 11, 2023 Regular Board Meeting

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEM/SECONDARY					
100 PERSONNEL SERV-SALARIES	13,489,602.00	0.00	3,437,813.31	10,051,788.69	25.48
200 PERSONNEL EMPL BENEFITS	8,181,577.00	0.00	2,254,414.70	5,927,162.30	27.55
300 PURCHASED PROF & TECH	176,000.00	115,730.30	50,948.70	9,321.00	94.70
400 PURCHASED PROPERTY SVC	71,800.00	44,636.07	22,710.16	4,453.77	93.80
500 OTHER PURCHASED SERVICE	2,446,378.00	1,374,184.59	1,041,594.32	30,599.09	98.75
600 SUPPLIES	282,110.00	33,523.25	118,511.48	130,075.27	53.89
700 PROPERTY	8,300.00	10,736.00	4,787.77	(7,223.77)	187.03
800 OTHER OBJECTS	200.00	0.00	0.00	200.00	0.00
Totals for 1100s	24,655,967.00	1,578,810.21	6,930,780.44	16,146,376.35	34.51
1200 SPEC PROG ELEMEN/SECOND					
100 PERSONNEL SERV-SALARIES	2,476,342.00	0.00	832,374.43	1,643,967.57	33.61
200 PERSONNEL EMPL BENEFITS	1,660,328.00	0.00	565,064.95	1,095,263.05	34.03
300 PURCHASED PROF & TECH	4,072,280.00	252,047.99	724,861.48	3,095,370.53	23.99
400 PURCHASED PROPERTY SVC	15,000.00	6,374.98	6,401.98	2,223.04	85.18
500 OTHER PURCHASED SERVICE	1,978,331.00	844,667.89	861,627.63	272,035.48	86.25
600 SUPPLIES	70,800.00	851.88	28,366.10	41,582.02	41.27
700 PROPERTY	8,000.00	0.00	0.00	8,000.00	0.00
800 OTHER OBJECTS	3,700.00	963.00	8,636.20	(5,899.20)	259.44
Totals for 1200s	10,284,781.00	1,104,905.74	3,027,332.77	6,152,542.49	40.18
1300 VOCATIONAL EDUCATION					
100 PERSONNEL SERV-SALARIES	763,141.00	0.00	241,691.80	521,449.20	31.67
200 PERSONNEL EMPL BENEFITS	525,635.00	0.00	159,703.59	365,931.41	30.38
300 PURCHASED PROF & TECH	220,500.00	82,387.16	20,179.18	117,933.66	46.52
400 PURCHASED PROPERTY SVC	3,000.00	2,465.32	575.68	(41.00)	101.37
500 OTHER PURCHASED SERVICE	803,161.00	370.00	381,816.74	420,974.26	47.59
600 SUPPLIES	113,750.00	47,064.97	11,703.92	54,981.11	51.66
700 PROPERTY	40,500.00	30,654.00	32,402.53	(22,556.53)	155.70
800 OTHER OBJECTS	8,850.00	0.00	11,933.89	(3,083.89)	134.85
Totals for 1300s	2,478,537.00	162,941.45	860,007.33	1,455,588.22	41.27

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG					
100 PERSONNEL SERV-SALARIES	161,695.00	0.00	200,783.51	(39,088.51)	124.17
200 PERSONNEL EMPL BENEFITS	68,089.00	0.00	71,529.59	(3,440.59)	105.05
300 PURCHASED PROF & TECH	30,000.00	4,222.47	0.00	25,777.53	14.07
500 OTHER PURCHASED SERVICE	281,000.00	53,623.15	36,535.89	190,840.96	32.09
600 SUPPLIES	4,000.00	0.00	914.11	3,085.89	22.85
Totals for 1400s	544,784.00	57,845.62	309,763.10	177,175.28	67.48
2100 SUPPORT SERV-PUPIL PERS					
100 PERSONNEL SERV-SALARIES	858,336.00	0.00	289,406.70	568,929.30	33.72
200 PERSONNEL EMPL BENEFITS	482,332.00	0.00	172,635.27	309,696.73	35.79
300 PURCHASED PROF & TECH	420,550.00	0.00	0.00	420,550.00	0.00
400 PURCHASED PROPERTY SVC	0.00	26,575.00	6,175.00	(32,750.00)	0.00
500 OTHER PURCHASED SERVICE	600.00	0.00	536.53	63.47	89.42
600 SUPPLIES	8,750.00	196.28	1,574.12	6,979.60	20.23
700 PROPERTY	0.00	0.00	2,379.07	(2,379.07)	0.00
800 OTHER OBJECTS	1,000.00	0.00	1,144.00	(144.00)	114.40
Totals for 2100s	1,771,568.00	26,771.28	473,850.69	1,270,946.03	28.26
2200 SUPPORT SERVICES-INSTRU					
100 PERSONNEL SERV-SALARIES	644,184.00	0.00	262,931.70	381,252.30	40.82
200 PERSONNEL EMPL BENEFITS	452,418.00	0.00	152,358.14	300,059.86	33.68
300 PURCHASED PROF & TECH	0.00	2,000.00	17,184.51	(19,184.51)	0.00
500 OTHER PURCHASED SERVICE	2,100.00	700.00	1,327.43	72.57	96.54
600 SUPPLIES	244,900.00	6,459.17	213,675.50	24,765.33	89.89
700 PROPERTY	300.00	0.00	0.00	300.00	0.00
800 OTHER OBJECTS	1,000.00	0.00	3,485.67	(2,485.67)	348.57
Totals for 2200s	1,344,902.00	9,159.17	650,962.95	684,779.88	49.08

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2300 SUPPORT SERVICES-ADMIN					
100 PERSONNEL SERV-SALARIES	1,611,977.00	0.00	620,249.01	991,727.99	38.48
200 PERSONNEL EMPL BENEFITS	954,808.00	7,186.80	384,916.74	562,704.46	41.07
300 PURCHASED PROF & TECH	188,500.00	55,139.10	94,274.28	39,086.62	79.26
400 PURCHASED PROPERTY SVC	6,000.00	2,184.56	1,867.28	1,948.16	67.53
500 OTHER PURCHASED SERVICE	77,950.00	1,208.60	40,353.95	36,387.45	53.32
600 SUPPLIES	67,000.00	2,832.87	10,326.23	53,840.90	19.64
700 PROPERTY	2,000.00	0.00	2,094.26	(94.26)	104.71
800 OTHER OBJECTS	43,161.00	3,442.65	45,042.62	(5,324.27)	112.34
Totals for 2300s	2,951,396.00	71,994.58	1,199,124.37	1,680,277.05	43.07
2400 SUPP SVC-PUBLIC HEALTH					
100 PERSONNEL SERV-SALARIES	286,802.00	0.00	92,619.81	194,182.19	32.29
200 PERSONNEL EMPL BENEFITS	223,454.00	0.00	70,495.98	152,958.02	31.55
300 PURCHASED PROF & TECH	13,000.00	6,625.50	8,369.00	(1,994.50)	115.34
400 PURCHASED PROPERTY SVC	750.00	0.00	0.00	750.00	0.00
500 OTHER PURCHASED SERVICE	300.00	0.00	0.00	300.00	0.00
600 SUPPLIES	10,049.00	746.53	3,945.96	5,356.51	46.70
700 PROPERTY	0.00	0.00	475.81	(475.81)	0.00
800 OTHER OBJECTS	715.00	0.00	909.00	(194.00)	127.13
Totals for 2400s	535,070.00	7,372.03	176,815.56	350,882.41	34.42
2500 SUPP SERVICES-BUSINESS					
100 PERSONNEL SERV-SALARIES	431,246.00	0.00	126,550.47	304,695.53	29.35
200 PERSONNEL EMPL BENEFITS	233,068.00	0.00	81,355.59	151,712.41	34.91
300 PURCHASED PROF & TECH	33,000.00	0.00	36,785.00	(3,785.00)	111.47
400 PURCHASED PROPERTY SVC	6,000.00	0.00	0.00	6,000.00	0.00
500 OTHER PURCHASED SERVICE	14,600.00	7,500.00	1,564.83	5,535.17	62.09
600 SUPPLIES	15,900.00	4,917.27	6,298.13	4,684.60	70.54
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	3,000.00	11,130.80	5,162.50	(13,293.30)	543.11
Totals for 2500s	738,814.00	23,548.07	257,716.52	457,549.41	38.07

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2600 OP/MAINT PLANT SVCS					
100 PERSONNEL SERV-SALARIES	645,718.00	0.00	224,082.21	421,635.79	34.70
200 PERSONNEL EMPL BENEFITS	429,402.00	0.00	145,492.19	283,909.81	33.88
300 PURCHASED PROF & TECH	988,238.00	172,062.28	104,888.32	711,287.40	28.02
400 PURCHASED PROPERTY SVC	505,297.00	722,547.71	579,130.37	(796,381.08)	257.61
500 OTHER PURCHASED SERVICE	205,450.00	0.00	210,201.39	(4,751.39)	102.31
600 SUPPLIES	915,494.00	129,372.64	246,053.52	540,067.84	41.01
700 PROPERTY	44,790.00	5,850.00	6,879.04	32,060.96	28.42
800 OTHER OBJECTS	1,000.00	0.00	2,035.00	(1,035.00)	203.50
Totals for 2600s	3,735,389.00	1,029,832.63	1,518,762.04	1,186,794.33	68.23
2700 STUDENT TRANSP SERVICES					
300 PURCHASED PROF & TECH	59,440.00	34,673.31	19,813.32	4,953.37	91.67
400 PURCHASED PROPERTY SVC	2,000.00	0.00	0.00	2,000.00	0.00
500 OTHER PURCHASED SERVICE	3,275,448.00	2,064,239.08	1,091,836.79	119,372.13	96.36
600 SUPPLIES	193,721.00	3,148.57	0.00	190,572.43	1.63
800 OTHER OBJECTS	0.00	0.00	4.40	(4.40)	0.00
Totals for 2700s	3,530,609.00	2,102,060.96	1,111,654.51	316,893.53	91.02
2800 SUPPORT SVCS-CENTRAL					
100 PERSONNEL SERV-SALARIES	405,627.00	0.00	145,845.75	259,781.25	35.96
200 PERSONNEL EMPL BENEFITS	302,452.00	0.00	80,390.82	222,061.18	26.58
300 PURCHASED PROF & TECH	5,000.00	32,226.50	35,271.50	(62,498.00)	1349.96
400 PURCHASED PROPERTY SVC	0.00	0.00	271.80	(271.80)	0.00
500 OTHER PURCHASED SERVICE	49,000.00	0.00	29,260.03	19,739.97	59.71
600 SUPPLIES	295,000.00	8,405.46	311,821.58	(25,227.04)	108.55
700 PROPERTY	382,500.00	7,971.98	(6,189.44)	380,717.46	0.47
800 OTHER OBJECTS	400.00	0.00	4,758.31	(4,358.31)	1189.58
Totals for 2800s	1,439,979.00	48,603.94	601,430.35	789,944.71	45.14
2900 OTHER SUPPORT SERVICES					
500 OTHER PURCHASED SERVICE	14,587.00	0.00	0.00	14,587.00	0.00
Totals for 2900s	14,587.00	0.00	0.00	14,587.00	0.00

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
3200 STUDENT ACTIVITIES					
100 PERSONNEL SERV-SALARIES	539,490.00	0.00	179,814.85	359,675.15	33.33
200 PERSONNEL EMPL BENEFITS	260,113.00	0.00	75,719.57	184,393.43	29.11
300 PURCHASED PROF & TECH	116,112.00	29,168.00	34,190.00	52,764.00	54.57
400 PURCHASED PROPERTY SVC	6,500.00	2,550.00	35,862.02	(31,912.02)	590.95
500 OTHER PURCHASED SERVICE	66,453.00	36,024.72	35,932.28	(5,504.00)	108.28
600 SUPPLIES	105,900.00	28,112.99	61,097.08	16,689.93	84.24
700 PROPERTY	14,300.00	4,980.30	(4,729.29)	14,048.99	1.76
800 OTHER OBJECTS	31,150.00	4,094.85	988.66	26,066.49	16.32
Totals for 3200s	1,140,018.00	104,930.86	418,875.17	616,211.97	45.95
3300 COMMUNITY SERVICES					
600 SUPPLIES	0.00	0.00	1,479.75	(1,479.75)	0.00
Totals for 3300s	0.00	0.00	1,479.75	(1,479.75)	0.00
5100 OTHER EXPEND & FINANCE					
800 OTHER OBJECTS	1,489,800.00	0.00	742,400.00	747,400.00	49.83
900 OTHER USES OF FUNDS	4,280,000.00	0.00	0.00	4,280,000.00	0.00
Totals for 5100s	5,769,800.00	0.00	742,400.00	5,027,400.00	12.87
5200 FUND TRANSFERS					
900 OTHER USES OF FUNDS	10,000.00	0.00	0.00	10,000.00	0.00
Totals for 5200s	10,000.00	0.00	0.00	10,000.00	0.00
5800 SUSPENSE ACCOUNT					
200 PERSONNEL EMPL BENEFITS	0.00	0.00	(608,746.98)	608,746.98	0.00
300 PURCHASED PROF & TECH	0.00	5,691.45	4,022.70	(9,714.15)	0.00
Totals for 5800s	0.00	5,691.45	(604,724.28)	599,032.83	0.00
5900 BUDGETARY RESERVE					
800 OTHER OBJECTS	900,000.00	0.00	0.00	900,000.00	0.00
Totals for 5900s	900,000.00	0.00	0.00	900,000.00	0.00
Expenditure Totals	61,846,201.00	6,334,467.99	17,676,231.27	37,835,501.74	38.82

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
6100 TAXES LEVIED BY THE LEA					
000 NON-CATEGORICAL	(39,238,761.00)	0.00	(36,445,927.38)	(2,792,833.62)	92.88
Totals for 6100s	(39,238,761.00)	0.00	(36,445,927.38)	(2,792,833.62)	92.88
6200 DISC TAKEN ON TAXES					
000 NON-CATEGORICAL	0.00	0.00	647,932.54	(647,932.54)	0.00
Totals for 6200s	0.00	0.00	647,932.54	(647,932.54)	0.00
6300 PENALTIES & INTEREST					
000 NON-CATEGORICAL	0.00	0.00	(313,037.76)	313,037.76	0.00
Totals for 6300s	0.00	0.00	(313,037.76)	313,037.76	0.00
6400 DELINQUENCIES TAXES LEV					
000 NON-CATEGORICAL	(634,398.00)	0.00	(519,805.96)	(114,592.04)	81.94
Totals for 6400s	(634,398.00)	0.00	(519,805.96)	(114,592.04)	81.94
6500 EARNINGS ON INVESTMENTS					
000 NON-CATEGORICAL	(375,000.00)	0.00	(436,203.66)	61,203.66	116.32
Totals for 6500s	(375,000.00)	0.00	(436,203.66)	61,203.66	116.32
6700 REV FROM STUDENT ACT					
000 NON-CATEGORICAL	(30,000.00)	0.00	(1,077.00)	(28,923.00)	3.59
Totals for 6700s	(30,000.00)	0.00	(1,077.00)	(28,923.00)	3.59
6800 REV FROM INTERMEDIATE					
000 NON-CATEGORICAL	(363,600.00)	0.00	(234,429.17)	(129,170.83)	64.47
Totals for 6800s	(363,600.00)	0.00	(234,429.17)	(129,170.83)	64.47
6900 OTHER REV FROM LOCAL					
000 NON-CATEGORICAL	(670,432.00)	0.00	(386,355.71)	(284,076.29)	57.63
400 PURCHASED PROPERTY SVC	0.00	0.00	(1,700.00)	1,700.00	0.00
Totals for 6900s	(670,432.00)	0.00	(388,055.71)	(282,376.29)	57.88
7100 BASIC INSTRUCT & OPER					
000 NON-CATEGORICAL	(7,979,409.00)	0.00	(2,575,124.23)	(5,404,284.77)	32.27
Totals for 7100s	(7,979,409.00)	0.00	(2,575,124.23)	(5,404,284.77)	32.27
7200 SUBSIDIES SPECIAL ED					
000 NON-CATEGORICAL	(1,758,308.00)	0.00	(798,876.00)	(959,432.00)	45.43
Totals for 7200s	(1,758,308.00)	0.00	(798,876.00)	(959,432.00)	45.43

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 11/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7300 SUBSIDIES NON-ED PGMS					
000 NON-CATEGORICAL	(3,329,944.00)	0.00	(2,284,191.10)	(1,045,752.90)	68.60
Totals for 7300s	(3,329,944.00)	0.00	(2,284,191.10)	(1,045,752.90)	68.60
7500 EXTRA GRANTS					
000 NON-CATEGORICAL	(318,487.00)	0.00	(58,264.20)	(260,222.80)	18.29
Totals for 7500s	(318,487.00)	0.00	(58,264.20)	(260,222.80)	18.29
7800 SUBSIDIES ST PAID BENE					
000 NON-CATEGORICAL	(3,709,984.00)	0.00	(943,103.12)	(2,766,880.88)	25.42
Totals for 7800s	(3,709,984.00)	0.00	(943,103.12)	(2,766,880.88)	25.42
8500 RESTRICT GRANTS-IN-AID					
000 NON-CATEGORICAL	(941,410.00)	0.00	(172,372.06)	(769,037.94)	18.31
Totals for 8500s	(941,410.00)	0.00	(172,372.06)	(769,037.94)	18.31
8700 GRANTS - ESSER					
000 NON-CATEGORICAL	(1,309,416.00)	0.00	(268,381.92)	(1,041,034.08)	20.50
Totals for 8700s	(1,309,416.00)	0.00	(268,381.92)	(1,041,034.08)	20.50
8800 MED ASSIST REIMBURSE					
000 NON-CATEGORICAL	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
Totals for 8800s	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
9900 <9900>					
000 NON-CATEGORICAL	0.00	0.00	(32,268.72)	32,268.72	0.00
Totals for 9900s	0.00	0.00	(32,268.72)	32,268.72	0.00
Revenue Totals	(60,709,549.00)	0.00	(44,828,627.74)	(15,880,921.26)	73.84
Fund 10 Totals					
Total Expenditure	55,166,401.00	6,328,776.54	17,538,555.55	31,299,068.91	43.26
Total Other Expenditure	6,679,800.00	5,691.45	137,675.72	6,536,432.83	2.15
Total Revenue	(60,709,549.00)	0.00	(44,796,359.02)	(15,913,189.98)	73.79
Total Other Revenue	0.00	0.00	(32,268.72)	32,268.72	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 11/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
3100	FOOD SERVICES				
	000 NON-CATEGORICAL	0.00	0.00	0.00	0.00
	111 REGULAR SALARIES	0.00	7,017.60	35,088.00	0.00
	112 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	113 OVERTIME/VACATION BUY BACK	0.00	0.00	0.00	0.00
	116 ADMIN INSUR OPT OUT	0.00	0.00	0.00	0.00
	119 ADDITIONAL COMPENSATION	0.00	0.00	0.00	0.00
	121 REGULARY SALARIES	0.00	0.00	0.00	0.00
	122 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	151 CLERICAL SALARIES	0.00	8,673.05	40,368.01	0.00
	181 REGULAR SALARIES	0.00	32,804.67	85,860.97	0.00
	182 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	211 MEDICAL INSURANCE	0.00	0.00	0.00	0.00
	212 DENTAL INSURANCE	0.00	0.00	0.00	0.00
	213 LIFE INSURANCE	0.00	0.00	143.84	0.00
	214 INCOME PROTECTION INS	0.00	0.00	245.52	0.00
	215 EYE CARE INSURANCE	0.00	0.00	0.00	0.00
	216 PRESCRIPTION INSURANCE	0.00	0.00	0.00	0.00
	220 SOCIAL SECURITY CONTRIB	0.00	3,667.30	12,127.83	0.00
	230 RETIREMENT CONTRIB	0.00	14,304.33	49,614.22	0.00
	250 UI	0.00	0.00	0.00	0.00
	260 WORKERS' COMPENSATION	0.00	202.26	673.01	0.00
	271 SELF-INS MED HEALTH	0.00	0.00	10,265.74	0.00
	272 SELF-INSURANCE DENTAL	0.00	0.00	748.24	0.00
	275 SELF-INSURANCE EYE CARE	0.00	0.00	44.27	0.00
	276 SELF-INS PRESCRIPTION	0.00	0.00	2,315.10	0.00
	281 OPEB FOR COST OF RETIRE	0.00	0.00	0.00	0.00
	290 OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
	329 PRO ED SVCS - OTHER	0.00	0.00	0.00	0.00
	330 OTHER PROFESSIONAL SVC	0.00	0.00	0.00	0.00
	422 ELECTRICITY	0.00	0.00	0.00	0.00
	430 REPAIRS & MAINT SVCS	0.00	1,397.39	2,972.14	0.00
	442 RENTAL OF EQUIPMENT	0.00	0.00	0.00	0.00
	522 AUTOMOTIVE LIAB INS	0.00	0.00	0.00	0.00
	540 ADVERTISING	0.00	0.00	72.44	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 11/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
	550 PRINTING & BINDING	0.00	0.00	0.00	0.00
	580 TRAVEL & CONFER EXPENSE	0.00	0.00	1,767.74	0.00
	610 GENERAL SUPPLIES	0.00	5,321.35	10,104.30	0.00
	611 SUPPLIES	0.00	28.76	439.46	0.00
	612 OPER/MAINT- VEHICLE SU	0.00	0.00	0.00	0.00
	630 FOOD	0.00	56,105.88	142,614.86	0.00
	633 DONATED COMMODITIES	0.00	0.00	0.00	0.00
	634 SNACKS	0.00	284.54	487.00	0.00
	640 BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00
	648 EDUCATIONAL SOFTWARE	0.00	0.00	4,570.00	0.00
	741 NONFED FUNDED FOOD DEPR	0.00	0.00	0.00	0.00
	750 EQUIP-NEW	0.00	0.00	0.00	0.00
	752 CAPITAL EQUIP - ORIG/AD	0.00	0.00	0.00	0.00
	760 EQUIPMENT REPLACEMENT	0.00	64.34	334.82	0.00
	810 DUES & FEES	0.00	0.00	0.00	0.00
	890 MISC EXPENDITURES	0.00	0.00	0.00	0.00
	930 FUND TRANSFERS	0.00	0.00	0.00	0.00
	Total Expense:	0.00	129,871.47	400,857.51	0.00
	Profit / (Loss):		(129,871.47)	(400,857.51)	
Average Meal Count:	FOOD SERVICES	0			0.00%
5130	REFUND PRIOR YR REV				
	111 REGULAR SALARIES	0.00	0.00	0.00	0.00
	250 UI	0.00	0.00	0.00	0.00
	Total Expense:	0.00	0.00	0.00	0.00
	Profit / (Loss):		0.00	0.00	
Average Meal Count:	REFUND PRIOR YR	0			0.00%
5991	Refund Prior Yr EXP				
	000 NON-CATEGORICAL	0.00	0.00	0.00	0.00
	Total Expense:	0.00	0.00	0.00	0.00
	Profit / (Loss):		0.00	0.00	
Average Meal Count:	Refund Prior Yr EXP	0			0.00%
6510	INTEREST ON INVESTMENTS				
	6510 INTEREST ON INVESTMENTS	0.00	0.00	1,148.21	0.00
	Total Revenue:	0.00	0.00	1,148.21	0.00
	Profit / (Loss):		0.00	1,148.21	

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 11/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
Average Meal Count:	INTEREST ON	0	0.00%		
6611	DAILY SALES-SCH LUNCH				
	6611 DAILY SALES-SCH LUNCH	0.00	0.00	12,203.90	0.00
		0.00	0.00	12,203.90	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	DAILY SALES-SCH	0	0.00%		
6612	DAILY SALES-BREAKFAST				
	6612 DAILY SALES-BREAKFAST	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	DAILY SALES-	0	0.00%		
6620	DAILY SALES-NON-REIMBUR				
	6620 DAILY SALES-NON-REIMBUR	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	DAILY SALES-NON-	0	0.00%		
6621	ALA CARTE				
	6621 ALA CARTE	0.00	0.00	226.80	0.00
		0.00	0.00	226.80	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	ALA CARTE	0	0.00%		
6622	ADULT				
	6622 ADULT	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	ADULT	0	0.00%		
6630	SPECIAL FUNCTIONS				
	6630 SPECIAL FUNCTIONS	0.00	0.00	2,921.06	0.00
		0.00	0.00	2,921.06	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count:	SPECIAL FUNCTIONS	0	0.00%		
6991	REFUND PRIOR YR EXP				
	6991 REFUND PRIOR YR EXP	0.00	0.00	645.98	0.00
		0.00	0.00	645.98	0.00
	Total Revenue:				
	Profit / (Loss):				

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 11/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
Average Meal Count: REFUND PRIOR YR		0	0.00%		
6992	REFUND				
	6992 REFUND	0.00	(112.90)	(480.49)	0.00
	Total Revenue:	0.00	(112.90)	(480.49)	0.00
	Profit / (Loss):		(112.90)	(480.49)	
Average Meal Count: REFUND		0	0.00%		
7600	MILK/LUNCH/BREAKFAST				
	7600 MILK/LUNCH/BREAKFAST	0.00	9,119.61	24,582.34	0.00
	Total Revenue:	0.00	9,119.61	24,582.34	0.00
	Profit / (Loss):		9,119.61	24,582.34	
Average Meal Count:		0	0.00%		
7810	STATE SHARE SS & MED				
	7810 STATE SHARE SS & MED	0.00	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00	0.00
	Profit / (Loss):		0.00	0.00	
Average Meal Count: STATE SHARE SS &		0	0.00%		
7820	STATE SHARE RETIRE CONT				
	7820 STATE SHARE RETIRE CONT	0.00	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00	0.00
	Profit / (Loss):		0.00	0.00	
Average Meal Count: STATE SHARE RETIRE		0	0.00%		
8531	SUBSIDIES MILK LUNCH				
	8531 SUBSIDIES MILK LUNCH	0.00	82,300.48	189,532.81	0.00
	Total Revenue:	0.00	82,300.48	189,532.81	0.00
	Profit / (Loss):		82,300.48	189,532.81	
Average Meal Count: SUBSIDIES MILK		0	0.00%		
8533	VALUE DONATED COMMODITY				
	8533 VALUE DONATED COMMODITY	0.00	0.00	0.00	0.00
	Total Revenue:	0.00	0.00	0.00	0.00
	Profit / (Loss):		0.00	0.00	
Average Meal Count: VALUE DONATED		0	0.00%		
All Locations					
	Grand Total Revenue:	0.00	91,307.19	230,780.61	0.00
	Grand Total Expense:	0.00	129,871.47	400,857.51	0.00
	Grand Total Profit / (Loss):		(38,564.28)	(170,076.90)	

DECEMBER 2023

LIST OF BILLS FOR APPROVAL

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$ 1,376,526.78
Cafeteria Fund	\$ 34,728.59
Capital Projects	\$ 24,563.23
Capital Reserve	\$ -
	<hr/>
	\$ 1,435,818.60

	<u>Budget</u>	<u>YTD Exp</u>	<u>%</u>
Fund 10	\$ 59,627,792.00	\$ 17,676,231.27	29.64%

Cafeteria Fund
December 7, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
9328	11/22/2023	CLARK SERVICE GROUP	REPAIRS & MAINTENNANCE	\$ 433.00
9329	11/22/2023	DUTCH -WAY FARM MARKET INC	FOOD	\$ 279.74
9330	11/22/2023	GEORGEOS WATER ICE	FOOD	\$ 884.22
9331	11/22/2023	IMPERIAL BAG & PAPER CO LLC	MISCELLANEOUS SUPPLIES	\$ 1,422.26
9332	11/22/2023	KIM WARE	W/D STUDENT REFUND	\$ 112.90
9333	11/22/2023	MJ EARL INC	MISC SUPPLIES	\$ 199.00
9334	11/22/2023	MORABITO BAKING COMPANY	FOOD	\$ 324.44
9335	11/22/2023	SHARE FOOD PROGRAM	Donated Commodities Delivery Charges	\$ 234.54
9336	11/22/2023	US FOODS	FOOD	\$ 25,431.74
D000000014	11/22/2023	DFA DAIRY BRANDS	FOOD	\$ 5,406.75
			TOTAL	\$ 34,728.59

Capital Project Fund
December 7, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
200	12/01/2023	ARCHITERRA PC	ATHLETIC PLANS PHASE 1	\$ 24,563.23

Capital Reserve Fund
December 7, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
NO REPORT				

**General Fund
December 7, 2023**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
192681	11/15/2023	CARDMEMBER SERVICES	VARIOUS - SEE ATTACHED	\$ 16,650.46
192682	11/15/2023	KADES MARGOLIS CORP	OTHER EMPLOYEE BENEFITS	\$ 18,383.88
192683	11/17/2023	A&A MACHINERY MOVING INC	OPER/MAINT - EQUIP RENTAL	\$ 312.00
192684	11/17/2023	AGORA CYBER C S	PA CHARTER SCHOOL TUITION	\$ 2,613.78
192685	11/17/2023	AMERIHEALTH INC	HSA ACCOUNT FEES	\$ 662.40
192686	11/17/2023	AT&T MOBILITY	OPER/MAINT-TRANS/TELE SERVICE	\$ 2,357.38
192687	11/17/2023	AVON GROVE CHARTER SCHL	PA CHARTER SCHOOL TUITION	\$ 207,172.77
192688	11/17/2023	BLICK ART MATERIALS	GRAPHIC DESIGN CTE SUPPLIES	\$ 55.40
192689	11/17/2023	CARLOS CARMONA	PSYCHOLOGY SERVICES	\$ 2,000.00
192690	11/17/2023	CCRES-ED & BEHAVIOR HEALTH	INTERIM BUSINESS MGR	\$ 2,310.00
192691	11/17/2023	DAVIS BETH T	PRES DRUG REFUND	\$ 1,454.85
192692	11/17/2023	DENNIS DAUGHERTY	PIAA OFFICIALS - JH FIELD HOCKEY	\$ 510.00
192693	11/17/2023	DUTCH -WAY FARM MARKET	HOME EC/CTE SUPPLIES	\$ 797.08
192694	11/17/2023	FUSION MALVERN	TUITION	\$ 23,704.60
192695	11/17/2023	GENE LEONARD	TAX REFUND	\$ 65.93
192696	11/17/2023	GIMKIT INC	TECH FEES C&I	\$ 1,650.00
192697	11/17/2023	GOETZ PRINTING	BOOKS	\$ 4,051.94
192698	11/17/2023	JOHN EDER	PIAA OFFICIALS - BOYS SOCCER	\$ 75.00
192699	11/17/2023	LLFHCA	ALL STAR BANQUET	\$ 595.00
192700	11/17/2023	NASN	MEMBERSHIP	\$ 130.00
192701	11/17/2023	OCT VOLLEYBALL BOOSTERS	HOMECOMING PRIZE	\$ 300.00
192702	11/17/2023	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	\$ 441.31
192703	11/17/2023	OXFORD AREA SCHOOL DIST	TUITION-VOC ED PMTS	\$ 3,469.10
192704	11/17/2023	PACTA	VO ED TRAVEL & CONFERENCE	\$ 225.00
192706	11/17/2023	PRESSLEY RIDGE	AIDE SERVICES	\$ 9,702.00
192707	11/17/2023	TECHNOLOGY STUDENT ASSOC	CTE DRAFTING DUES/FEES	\$ 330.00
192708	11/17/2023	XEROX CORPORATION	COPIER LEASE/RENTAL	\$ 3,780.94
192709	11/17/2023	COMMONWEALTH OF PA	NPDES PERMIT	\$ 500.00
192710	12/01/2023	ANDREW GERBERICH	PIAA OFFICIALS - GIRLS BASKBALL	\$ 72.75
192711	12/01/2023	ANDERSON TRUCK & AUTO	OPER/MAINT- DIST VEHICLE SUP	\$ 1,378.19
192712	12/01/2023	CARL BEHM	PIAA OFFICIALS - GIRLS BASKBALL	\$ 72.75
192713	12/01/2023	CHRISTIAN & KATIE MILLER	TAX REFUND	\$ 12.83
192714	12/01/2023	CINTAS	OPER/MAINTENANCE SUPPLIES	\$ 51.34
192715	12/01/2023	CENTRAL SUSQUEHANNA I U	BUSINESS-DUES/FEES	\$ 425.00
192716	12/01/2023	DAVE KMIECIK	PIAA OFFICIALS - GIRLS BASKBALL	\$ 72.75
192717	12/01/2023	DELAWARE ELEVATOR INC.	REPAIRS & MAINT - JHS EQUIP	\$ 840.00
192718	12/01/2023	DENNEY ELECTRIC SUPPLY	MAINT/ELECTRICAL SUPPLIES	\$ 550.50
192719	12/01/2023	DUTCH -WAY FARM MARKET	FACS SUPPLIES	\$ 1,429.51
192720	12/01/2023	EDWARDS BUSINESS	LEASE/COPIER RENTAL	\$ 1,907.82

**General Fund
December 7, 2023**

192721	12/01/2023	E.M. HERR FARM & HOME CTR	ATHLETIC AWARDS SUPPLIES	\$	81.90
192722	12/01/2023	ESS NORTHEAST LLC	PROF ED SERV	\$	8,906.72
192723	12/01/2023	FP FINANCE	MONTHLY LEASE	\$	115.00
192724	12/01/2023	GOVCONNECTION INC	TEC SUPPLIES	\$	2,701.39
192725	12/01/2023	GUARDIAN LIFE INS	SUSPENSE ACCOUNT - LIFE INS	\$	3,744.63
192726	12/01/2023	GUILD MORTGAGE	TAX REFUND	\$	929.67
192727	12/01/2023	H & L TEAM SALES	ATHLETIC SUPPLIES	\$	1,510.00
192728	12/01/2023	KADES MARGOLIS CORP	CBIZ Fees	\$	6.00
192729	12/01/2023	LANCASTER GENERAL	MED REQ/HR	\$	1,052.00
192730	12/01/2023	M&B ENVIRONMENTAL INC	WATER TREATMENT SERVICES	\$	3,938.36
192731	12/01/2023	MARKS PLUMBING PARTS	PLUMBING SUPPLIES	\$	431.25
192732	12/01/2023	MCIU 23	HELIX CONFERENCE	\$	710.00
192733	12/01/2023	METCO	GENERAL SUPPLIES	\$	663.99
192734	12/01/2023	MUNETRIX LLC	SCHOOL FINANCIAL MODULE	\$	5,392.00
192735	12/01/2023	NCS PEARSON	ENGINEERING/DRAFT CTE SUPPLIES	\$	2,603.00
192736	12/01/2023	OCT BASKETBALL BOOSTERS	SUPPLIES - GIRLS BASKETBALL	\$	500.00
192737	12/01/2023	ODP BUSINESS SOLUTIONS LLC	CLASSROOM SUPPLIES	\$	314.27
192738	12/01/2023	PA DEPARTMENT OF ED	TITLE I REVENUE	\$	4,002.00
192739	12/01/2023	PERKIOMEN VALLEY	WRESTLING TOURNAMENT	\$	400.00
192740	12/01/2023	PHELPS/MOHR GENERAL	TAX CERTIFICATION	\$	25.00
192741	12/01/2023	RAMY RAHAL	PIAA OFFICIALS - GIRLS BASKBALL	\$	72.75
192742	12/01/2023	SAXTON & STUMP LLC	LEGAL SERVICES	\$	2,473.08
192743	12/01/2023	SPORTSMANS	ATHLETIC SUPPLIES	\$	388.75
192744	12/01/2023	TENNANT SALES AND SERVICE	REPAIRS & MAINT - PLC EQUIP	\$	1,973.54
192745	12/01/2023	TONI SMITH	SUPPLIES	\$	27.03
192746	12/01/2023	T P TRAILERS INC	OPER/MAINT - EQUIP RENTAL	\$	335.00
192747	12/01/2023	US FOODS	HOME EC/CTE SUPPLIES	\$	1,144.43
192748	12/01/2023	VERACITY VERIFICATION SOL	7/23-24 SUBSCRIPTION	\$	5,564.00
192749	12/01/2023	WHITE RENOVATIONS LLC	ROOF COATING ON SEWAGE BLDG	\$	8,190.00
192750	12/01/2023	XEROX FINANCIAL SERVICES	SERV/RENTAL AGREEMENT	\$	474.68
D000002942	11/15/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$	425.17
D000002943	11/15/2023	CHESTER COUNTY I U	OTHER CONT SRVCS	\$	84,157.19
D000002944	11/15/2023	TSA CONSULTING GROUP	403B/ROTH/457B	\$	28,301.26
D000002945	11/17/2023	21ST CENTURY C C S	PA CHARTER SCHOOL TUITION	\$	10,771.23
D000002946	11/17/2023	ALTHOUSE TRANSPORT	2023-24 TRANSPORT CONTRACT	\$	311,709.44
D000002947	11/17/2023	AMAZON CAPITAL SERVICES	TECH SRVS SUPPLIES	\$	4,714.46
D000002948	11/17/2023	AUSTILL'S REHABILITATION	OT / PT SERVICES	\$	11,320.37
D000002949	11/17/2023	CHESTER COUNTY I U	OTHER CONT SRVCS	\$	2,334.17
D000002950	11/17/2023	CCRN ED & BEHAVIORAL SUP	PCA	\$	44,053.00
D000002951	11/17/2023	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$	3,185.40

**General Fund
December 7, 2023**

D000002952	11/17/2023	ROBERT S DOMOWICZ	REIMB BUSINESS-TRAVEL/CONF	\$ 151.31
D000002953	11/17/2023	EASY WAY SAFETY SERVICES	SUPPLIES	\$ 315.00
D000002954	11/17/2023	FREY LUTZ CORP	REPAIRS & MAINT - OIS EQUIP	\$ 3,382.99
D000002955	11/17/2023	FRONTIER	OPER/MAINT-TRANS/TELE SERVICE	\$ 3,490.66
D000002956	11/17/2023	REBECCA L GERMAN	REIMB VO-ED TRAVEL & CONF	\$ 10.48
D000002957	11/17/2023	GENERAL HEALTHCARE	PCA	\$ 18,158.70
D000002958	11/17/2023	HCSG CAMPUS SERVICE	JANITORIAL/CUSTODIAN SERVICES	\$ 64,717.17
D000002959	11/17/2023	HODOROVICH DARREN	REIMB GENERAL SUPPLIES	\$ 31.43
D000002960	11/17/2023	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 41,598.18
D000002961	11/17/2023	KEEN COMPRESSED GAS CO.	CTE MECH SYS TECH SUPPLIES	\$ 80.71
D000002962	11/17/2023	MUSIC & ARTS	INSTRUMENTAL MUSIC SUPPLIES	\$ 35.95
D000002963	11/17/2023	PENNSYLVANIA VIRTUAL C S	PA CHARTER SCHOOL TUITION	\$ 15,682.68
D000002964	11/17/2023	PECO	OPER/MAINT-OSHS ELECTRIC	\$ 39,604.70
D000002965	11/17/2023	PETROLEUM TRADERS	UNLEADED FUEL	\$ 1,266.59
D000002966	11/17/2023	SAMANTHA PITTMAN	REIMB TRAVEL VO-OP CTE	\$ 153.50
D000002967	11/17/2023	REALLY GOOD STUFF LLC	SUPPLIES	\$ 344.37
D000002968	11/17/2023	SCHOLASTIC INC	BOOK FAIR -OPLC	\$ 6,994.43
D000002969	11/17/2023	SDIC	Employer Share W/C	\$ 25,765.19
D000002970	11/17/2023	SUBURBAN TESTING LABS	MAINT. WATER TESTING/SUPPLIES	\$ 265.00
D000002971	11/17/2023	TANNER FURNITURE	OFFICE CHAIRS	\$ 2,854.88
D000002972	11/17/2023	THOMSON REUTERS	ONLINE/SFTWR SUB CHARGES	\$ 263.67
D000002973	11/17/2023	WINDLE'S WATER WORKS	WATER	\$ 457.50
D000002974	11/17/2023	MCGOVERN ENVIROMENTAL	OP/MAINT WATER TREAT-PUR SRVCS	\$ 1,109.08
D000002975	12/01/2023	3B SERVICES INC.	BOILER WORK	\$ 14,067.88
D000002976	12/01/2023	AMAZON CAPITAL SERVICES	TECH SRVS SUPPLIES	\$ 3,640.94
D000002977	12/01/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$ 425.17
D000002978	12/01/2023	CAITLIN B CRACCHIOLO	TUITION REIMB INSTRUCT STAFF	\$ 800.00
D000002979	12/01/2023	CRITICARE HOME HEALTH	SUB NURSE	\$ 3,745.50
D000002980	12/01/2023	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$ 5,770.60
D000002981	12/01/2023	KATHERINE K DILL	REIMB VO-ED TRAVEL & CONFERENCE	\$ 93.01
D000002982	12/01/2023	EVANS SANDRA	REIMB TRAVEL/CONF	\$ 101.29
D000002983	12/01/2023	FURLONG MATT	BUSINESS-TRAVEL/CONF	\$ 202.00
D000002984	12/01/2023	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$ 1,827.14
D000002985	12/01/2023	REBECCA L GERMAN	REIMB VO-ED TRAVEL & CONF	\$ 3.93
D000002986	12/01/2023	GENERAL HEALTHCARE	PCA	\$ 17,688.65
D000002987	12/01/2023	GRAINGER	MAINTENANCE SUPPLIES	\$ 470.00
D000002988	12/01/2023	HODOROVICH DARREN	REIMB GENERAL SUPPLIES	\$ 20.97
D000002989	12/01/2023	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 86,072.28
D000002990	12/01/2023	JOHNSTONE SUPPLY	MAINTENANCE SUPPLIES	\$ 9.18
D000002991	12/01/2023	KEEN COMPRESSED GAS CO.	CTE MECH SYS TECH SUPPLIES	\$ 115.53

**General Fund
December 7, 2023**

D000002992	12/01/2023	LANCASTER-LEBANON IU #13	CYBER ACADEMY HS TUITION	\$ 53,623.15
D000002993	12/01/2023	BROOKE MALDONADO	TUITION REIMB INSTRUCT STAFF	\$ 1,104.61
D000002994	12/01/2023	MONTAGUE SARAH	TUITION REIMB INSTRUCT STAFF	\$ 440.00
D000002995	12/01/2023	MUSIC & ARTS	INSTRUMENTAL MUSIC SUPPLIES	\$ 141.50
D000002996	12/01/2023	OCTORARA AREA SCHOOL DIST	FOOD SERVICE TRSFR	\$ 12,815.46
D000002997	12/01/2023	PENNSYLVANIA VIRTUAL C S	PA CHARTER SCHOOL TUITION	\$ 3,920.67
D000002998	12/01/2023	PETROLEUM TRADERS	UNLEADED FUEL	\$ 2,549.97
D000002999	12/01/2023	PROASYS INC	PLC & OHS FILTER FEEDER & KIT	\$ 2,600.00
D000003000	12/01/2023	REALLY GOOD STUFF LLC	GENERAL SUPPLIES	\$ 87.43
D000003001	12/01/2023	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$ 34,503.00
D000003002	12/01/2023	SCHOLASTIC INC	OIS FALL BOOK FAIR	\$ 2,279.66
D000003003	12/01/2023	SHULTZ CHRISTOPHER	REIMB TRAVEL/CONF	\$ 86.46
D000003004	12/01/2023	PATRICIA STEYER	TUITION REIMB INSTRUCT STAFF	\$ 475.00
D000003005	12/01/2023	SWEET STEVENS KATZ & WMS	BUSINESS-PROFESSIONAL SERVICE	\$ 823.95
D000003006	12/01/2023	TSA CONSULTING GROUP	403B/ROTH/457B	\$ 28,127.19
D000003007	12/01/2023	ZOOK TRENT L	TUITION REIMB OFFICE STAFF	\$ 404.10
			TOTAL	\$ 1,376,526.78

Cardmember Services
December 7, 2023

Payment #	Payment Date	Vendor Name	Description	Amount
192681	11/15/2023	CARDMEMBER SERVICES	LANGUAGE CIRCLE - RETURN	\$ (9.93)
192681	11/15/2023	CARDMEMBER SERVICES	GENERATIONGENIOUS.COM - RETURN	\$ (175.00)
192681	11/15/2023	CARDMEMBER SERVICES	BAMBOOZLE	\$ 0.59
192681	11/15/2023	CARDMEMBER SERVICES	MUSICPLAY	\$ 3.49
192681	11/15/2023	CARDMEMBER SERVICES	WILLIAM H SADLIER	\$ 2,070.32
192681	11/15/2023	CARDMEMBER SERVICES	CCIU	\$ 850.00
192681	11/15/2023	CARDMEMBER SERVICES	DIDAX INC	\$ 686.00
192681	11/15/2023	CARDMEMBER SERVICES	NUMERACY CONSULTANTS	\$ 350.00
192681	11/15/2023	CARDMEMBER SERVICES	WALMART - SUPPLIES	\$ 46.28
192681	11/15/2023	CARDMEMBER SERVICES	KENNETT PARK AUTHORITY - FIELD TRIP	\$ 80.00
192681	11/15/2023	CARDMEMBER SERVICES	STOLTZFUS AUTO, TURKEY HILL	\$ 171.27
192681	11/15/2023	CARDMEMBER SERVICES	HOME DEPOT, ESCH'S FENCING	\$ 2,705.35
192681	11/15/2023	CARDMEMBER SERVICES	HOOVER FENCE	\$ 1,011.50
192681	11/15/2023	CARDMEMBER SERVICES	SUPER DUPER PUBLICATIONS	\$ 119.65
192681	11/15/2023	CARDMEMBER SERVICES	AED SUPERSTORE	\$ 207.00
192681	11/15/2023	CARDMEMBER SERVICES	AED SUPERSTORE	\$ 69.00
192681	11/15/2023	CARDMEMBER SERVICES	AED SUPERSTORE	\$ 69.00
192681	11/15/2023	CARDMEMBER SERVICES	AED SUPERSTORE	\$ 69.00
192681	11/15/2023	CARDMEMBER SERVICES	VENTRIS LEARNING	\$ 90.00
192681	11/15/2023	CARDMEMBER SERVICES	PASA	\$ 808.00
192681	11/15/2023	CARDMEMBER SERVICES	RSS.COM, AMAZON MUSIC -APP, VECTRIC	\$ 74.98
192681	11/15/2023	CARDMEMBER SERVICES	VERIZON WIRELESS	\$ 722.02
192681	11/15/2023	CARDMEMBER SERVICES	DHL EXPRESS	\$ 86.33
192681	11/15/2023	CARDMEMBER SERVICES	FRAMEWORK	\$ 100.00
192681	11/15/2023	CARDMEMBER SERVICES	PETE&C	\$ 852.00
192681	11/15/2023	CARDMEMBER SERVICES	IEEE PRODUCTS & SERVICE	\$ 217.00
192681	11/15/2023	CARDMEMBER SERVICES	TEACHERSPAYTEACHERS	\$ 450.50
192681	11/15/2023	CARDMEMBER SERVICES	PA Principals Association Dues	\$ 620.00
192681	11/15/2023	CARDMEMBER SERVICES	BAMBOOZLE	\$ 29.94
192681	11/15/2023	CARDMEMBER SERVICES	STEM Teachers Club 1 year membership	\$ 144.00
192681	11/15/2023	CARDMEMBER SERVICES	Walmart - Food for Fire Truck Day	\$ 146.91
192681	11/15/2023	CARDMEMBER SERVICES	PAGE PENNSYLVANIA	\$ 468.44
192681	11/15/2023	CARDMEMBER SERVICES	USPS	\$ 27.10
192681	11/15/2023	CARDMEMBER SERVICES	Teachers Pay Teachers	\$ 2.50
192681	11/15/2023	CARDMEMBER SERVICES	AUDIBLE	\$ 8.43
192681	11/15/2023	CARDMEMBER SERVICES	DUNKIN DONUTS - BREAKFAST/ FIRE TRUCK DAY	\$ 46.62
192681	11/15/2023	CARDMEMBER SERVICES	PIZZA BOX - Pizza for Fire Truck Day	\$ 99.60
192681	11/15/2023	CARDMEMBER SERVICES	WALMART.COM: SUPPLIES	\$ 26.32
192681	11/15/2023	CARDMEMBER SERVICES	WALMART.COM: STEM SUPPLIES	\$ 221.17

Cardmember Services
December 7, 2023

192681	11/15/2023	CARDMEMBER SERVICES	MUSICPLAY ONLINE	\$ 174.95
192681	11/15/2023	CARDMEMBER SERVICES	PLANKROAD PUBLISHING	\$ 78.34
192681	11/15/2023	CARDMEMBER SERVICES	WALMART: FIRE TRUCK DAY	\$ 37.02
192681	11/15/2023	CARDMEMBER SERVICES	PIZZA VILLA- FIRE TRUCK DAY LUNCH	\$ 94.70
192681	11/15/2023	CARDMEMBER SERVICES	ORIENTAL TRADING CO: BEHAVIOR REWARD	\$ 55.93
192681	11/15/2023	CARDMEMBER SERVICES	LIMESTONE PIZZA- STUDENT REWARD	\$ 19.10
192681	11/15/2023	CARDMEMBER SERVICES	CANVA, PTCFAST	\$ 169.99
192681	11/15/2023	CARDMEMBER SERVICES	GIMKIT PRO, KIDS DISCOVER	\$ 454.89
192681	11/15/2023	CARDMEMBER SERVICES	GIMKIT PRO - RETURN	\$ (54.81)
192681	11/15/2023	CARDMEMBER SERVICES	DOLLAR TREE	\$ 97.49
192681	11/15/2023	CARDMEMBER SERVICES	AMAZON- SUPPLIES, DUTCHWAY	\$ 230.46
192681	11/15/2023	CARDMEMBER SERVICES	HARRY'S HOTDOGS- MEETING	\$ 36.21
192681	11/15/2023	CARDMEMBER SERVICES	SCHOOL PRIDE LTD, WAVE- MCKENNA MOMENTS	\$ 710.00
192681	11/15/2023	CARDMEMBER SERVICES	OLDE TOWNE DELI- ATHLETIC MEETING	\$ 300.00
192681	11/15/2023	CARDMEMBER SERVICES	TRIPLE FRESH CATERING-HOMELAND OAC MTG	\$ 190.98
192681	11/15/2023	CARDMEMBER SERVICES	CPR HEART STARTERS	\$ 300.00
192681	11/15/2023	CARDMEMBER SERVICES	DUBIA	\$ 23.83
192681	11/15/2023	CARDMEMBER SERVICES	SCREEN CASTIFY	\$ 42.00
192681	11/15/2023	CARDMEMBER SERVICES	WESTERN CHESTER COUNTY CHAMBER OF COM	\$ 25.00
192681	11/15/2023	CARDMEMBER SERVICES	NATIONAL ART EDU ASSN	\$ 94.00
192681	11/15/2023	CARDMEMBER SERVICES	TIMS	\$ 5.00
			TOTAL	\$ 16,650.46

OCTORARA AREA SCHOOL DISTRICT

Accelerated Budget Opt Out Resolution Certifying Tax Rate Within Inflation Index **(and No Need to Comply with Act 1 Accelerated Budget Procedures)** **2024-2025 School Year**

Background. Act 1 § 311(a), 53 P.S. § 6926.311(a), requires an accelerated budget adoption timeline and procedure unless a school district, no later than 110 days before the primary election, adopts a resolution containing the certifications incorporated in this resolution. The deadline this year is January 4, 2024. After adoption of a resolution containing such certifications, § 311(d) authorizes a school district to comply with pre-Act 1 budget adoption rules as set forth in School Code § 687, 24 P.S. § 6-687. The School Board has reviewed the school district preliminary budget or has other information sufficient to make a determination that the budget for the next fiscal year can be funded based on maintaining current tax rates or increasing taxes by an amount less than or equal to the Act 1 index. In lieu of the Act 1 budget adoption timeline and procedure, the School Board wishes to make the required certifications and comply with pre-Act 1 budget adoption rules.

RESOLVED, that the Board of School Directors of Octorara Area School District School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year (2024-2025) based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable index for the next fiscal year is 6.4%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date and, in the future, will comply with the rules set forth in School Code § 687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

ADOPTED by the School Board _____, 20____. _____, Secretary



Book	Policy Manual
Section	800 Operations
Title	Acceptable Use of Internet, Computers and Network Resources
Code	815
Status	Second Reading
Adopted	May 16, 2022

Purpose

The Board supports use of the computers, Internet and other network resources in the district's instructional and operational programs in order to facilitate learning, teaching and daily operations through interpersonal communications and access to information, research and collaboration.

The district provides students, staff and other authorized individuals with access to the district's computers, electronic communication systems and network, which includes Internet access, whether wired or wireless, or by any other means.

For instructional purposes, the use of network facilities shall be consistent with the curriculum adopted by the district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.

Definitions

The term child pornography is defined under both federal and state law.

Child pornography - under federal law, is any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where: [\[1\]](#)

1. The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
3. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Child pornography - under state law, is any book, magazine, pamphlet, slide, photograph, film, videotape, computer depiction or other material depicting a child under the age of eighteen (18) years engaging in a prohibited sexual act or in the simulation of such act. [\[2\]](#)

Computer - for purposes of this policy, district computers include any electronic device owned or leased by the district that has the capability to create, play or edit text, audio and video data; transmit or receive messages, text, data or images; operate software or online applications; or provide a wired or wireless connection to the internet.

The term harmful to minors is defined under both federal and state law.

Harmful to minors - under federal law, is any picture, image, graphic image file or other visual depiction that: [\[3\]](#)[\[4\]](#)

1. Taken as a whole, with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
2. Depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and
3. Taken as a whole lacks serious literary, artistic, political or scientific value as to minors.

Harmful to minors - under state law, is any depiction or representation in whatever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse, when it:[\[5\]](#)

1. Predominantly appeals to the prurient, shameful, or morbid interest of minors;
2. Is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and
3. Taken as a whole lacks serious literary, artistic, political, educational or scientific value for minors.

Obscene - any material or performance, if:[\[5\]](#)

1. The average person applying contemporary community standards would find that the subject matter taken as a whole appeals to the prurient interest;
2. The subject matter depicts or describes in a patently offensive way, sexual conduct described in the law to be obscene; and
3. The subject matter, taken as a whole, lacks serious literary, artistic, political, educational or scientific value.

Technology protection measure - a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.[\[4\]](#)

Authority

The availability of access to electronic information does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet.

The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet or other network resources.

The Board declares that **district internet**, computer and network use is a privilege, not a right. The district's computer and network resources are the property of the district. Users shall have no expectation of privacy in anything they create, store, send, delete, **access**, receive or display on or over the district's Internet, computers or network resources, including personal files or any use of the district's Internet, computers or network resources. The district reserves the right to monitor, track, and log network access and use **on district computers and network resources**; monitor fileserver space and file storage utilization by district users; or deny access to prevent unauthorized, inappropriate or illegal activity and may revoke access privileges and/or administer appropriate disciplinary action. The district shall cooperate to the extent legally required with the Internet Service Provider (ISP), local, state and federal officials in any investigation concerning or related to the misuse of the district's Internet, computers and network resources.[\[6\]](#)[\[7\]](#)[\[8\]](#)

The Board requires all users to fully comply with this policy and to immediately report any violations or suspicious activities to the Superintendent or designee.

The Board establishes the following **materials list of subject areas as inappropriate matter**, in addition to those stated in law and defined in this policy, ~~that are inappropriate for access by minors~~ **which should not be accessed by minors**:[\[4\]](#)

1. Defamatory.
2. Lewd, vulgar, or profane.

3. Threatening.
4. Harassing or discriminatory.[9][10][11]
5. Bullying.[12]
6. Terroristic.[13]
7. Hate Speech

The district reserves the right to restrict access to any Internet sites or network functions it deems inappropriate through established Board policy, or the use of software and/or online server blocking/filtering. Specifically, the district operates and enforces a technology protection measure(s) that blocks or filters access to inappropriate matter by minors on its computers and network resources used and accessible to adults and students. The technology protection measure shall be enforced during use of computers and network resources with Internet access. [3][4][14]

Upon request by students or staff, the Superintendent or designee shall expedite a review and may authorize the disabling of Internet blocking/filtering software adjustment of technology protection measures to enable access to material that is blocked or filtered through technology protection measures but is not prohibited by this policy.[14]

Upon request by students or staff, building administrators may authorize the temporary disabling of Internet blocking/filtering software adjustment of technology protection measures to enable access for bona fide research or for other lawful purposes. Written permission from the parent/guardian is required prior to disabling adjusting Internet blocking/filtering software for a student's use. If a request for temporary disabling of Internet blocking/filtering software adjustment of technology protection measures is denied, the requesting student or staff member may appeal the denial to the Superintendent or designee for expedited review.[3][15]

Delegation of Responsibility

The district shall make every effort to ensure that this resource is used responsibly by students and staff.

The district shall inform staff, students, parents/guardians and other users about this policy through employee and student handbooks, posting on the district website, and by other appropriate methods. A copy of this policy shall be provided to parents/guardians, upon written request.[14]

Users of district networks or district-owned equipment shall, prior to being given access or being issued equipment, sign user agreements acknowledging awareness of the provisions of this policy, and awareness that the district uses monitoring systems to monitor and detect inappropriate use and tracking systems to track and recover lost or stolen equipment.

Student user agreements shall also be signed by a parent/guardian.

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discern among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use the information to meet their educational goals.

Students, staff and other authorized individuals have the responsibility to respect and protect the rights of every other user in the district and on the Internet.

Building administrators shall make initial determinations of whether inappropriate use has occurred, and may consult with the Superintendent or designee and the district solicitor when necessary.

The Superintendent or designee shall be responsible for recommending technology and developing procedures used to determine whether the district's computers and network resources are being used for purposes prohibited by law or for accessing sexually explicit materials. The procedures shall include but not be limited to:[3][4][16]

1. Utilizing a technology protection measure that blocks or filters Internet access for minors and adults to certain visual depictions that are obscene, child pornography, harmful to minors with respect to use by minors, or determined inappropriate for use by minors by the Board.

2. Maintaining and securing a usage log.
3. Monitoring online activities of minors on district computers and network resources.

The Superintendent or designee shall develop and implement administrative regulations that ensure students are educated on network etiquette and other appropriate online behavior, including:[4]

1. Interaction with other individuals on social networking websites and in chat rooms.
2. Cyberbullying awareness and response.[12][17]

Guidelines

District computers and network accounts shall be used only by the authorized owner user of the computer or of the account for its approved purpose. Network users shall respect the privacy of other users on the system.

Safety

It is the district's goal to protect users of the network from harassment and unwanted or unsolicited electronic communications. Any network user who receives threatening or unwelcome electronic communications or inadvertently visits or accesses an inappropriate site shall report such immediately to a teacher, or building administrator or other appropriate district staff. Network users shall not reveal personal information to other users on the network or internet, including chat rooms, email, social networking websites, etc.

Internet safety measures shall effectively address the following:[4][16]

1. Control of access by minors to inappropriate matter on the Internet and World Wide Web.
2. Safety and security of minors when using electronic mail, chat rooms, social networking websites and other forms of direct electronic communications.
3. Prevention of unauthorized online access by minors, including "hacking" and other unlawful activities.
4. Unauthorized disclosure, use, and dissemination of personal information regarding minors.
5. Restriction of minors' access to materials harmful to them or which have been designated as inappropriate matter in Board policy.

Prohibitions

Users are expected to act in a responsible, ethical and legal manner in accordance with district Board policy, accepted rules of network etiquette, and federal and state law and regulations. Specifically, the following uses are prohibited uses of district computers and/or network resources:

1. Facilitating illegal activity.
2. Commercial or for-profit purposes.
3. Product advertisement or political lobbying.
4. Bullying/Cyberbullying.[12][17]
5. Hate mail, discriminatory remarks, harassment and offensive or inflammatory communication.
6. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
7. Accessing, sending, receiving, transferring, viewing, sharing or downloading obscene, pornographic, lewd, or otherwise illegal materials, images or photographs.[18]

8. Access by students and minors to material that is harmful to minors or is determined inappropriate for minors in accordance with Board policy.
9. ~~Inappropriate~~ **Vulgar** language or profanity.
10. Transmission of material ~~likely~~ **that a reasonable person would know** to be offensive or objectionable to recipients.
11. Intentional obtaining or modifying of files, passwords, and data belonging to other users.
12. Impersonation of another user, anonymity, and pseudonyms.
13. Fraudulent copying, communications, or modification of materials in violation of copyright laws.[19]
14. Loading or ~~using~~ **accessing** of unauthorized games, programs, files, or other electronic media.
15. Disruption of the work of other users.
16. Destruction, modification, abuse or unauthorized access to network hardware, software, **systems** and files.
17. Accessing the Internet, district computers or other network resources without authorization.
18. Disabling, **adjusting** or bypassing the Internet blocking/filtering ~~software~~ **technology protection measure(s)** without authorization.
19. Accessing, sending, receiving, transferring, viewing, sharing, **deleting** or downloading confidential information without authorization.

Security

System security is protected through the use of passwords **and/or encryption and district security procedures**. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, these guidelines shall be followed:

1. Employees, ~~and~~ students **and other authorized users** shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another ~~student's or employee's name~~ **user**.
3. Any user identified as a security risk or having a history of problems with other computers **or network** systems may be denied access to the **district computers and network resources**.

Copyright

The illegal use of copyrighted materials is prohibited. Any data uploaded to or downloaded from the network **or Internet** shall be subject to fair use guidelines and applicable laws and regulations.[19][20]

District Website

The district shall establish and maintain a website and shall develop and modify its web pages to present information about the district under the direction of the Superintendent or designee. All **authorized** users publishing content on the district website shall **receive appropriate training and** comply with this and other applicable district policies.

Users shall not copy or download information from the district website and disseminate such information on unauthorized web pages without authorization from the building principal.

Accessibility –

District staff who maintain district websites and web pages shall post content which is accessible to individuals with disabilities, to the same extent that it is available to other users, based on the needs of the individuals and limitations of the platform. This shall include, but is not limited to:[9][10][13][30][31][32]

1. Including alternate text descriptions or captions for images.
2. Including captions for video content.
3. Avoiding text that is posted as an image or conveyed using only color cues.
4. Creating links and attachments in formats that are accessible to screen readers and other assistive technology, and may be accessed through keyboard or speech navigation.
5. Formatting text so that it is accessible to screen readers and other assistive technology, and may be accessed through keyboard or speech navigation.

All district websites shall contain clear contact information that may be used by members of the public to request accommodations or assistance.

Consequences for Inappropriate Use

~~The network user~~ Users of district computers and network resources shall be responsible for damages to the equipment, systems, platforms and software resulting from deliberate or willful acts.[14]

Illegal use of the district computers and network resources; intentional deletion or damage to files or data belonging to others; copyright violations; and theft of services shall be reported to the appropriate legal authorities for possible prosecution.

General rules and Board policies for behavior and communications apply when using the district computers, network resources and Internet, in addition to the stipulations of this policy.

Vandalism shall result in loss of access privileges, disciplinary action, and/or referral to legal proceedings authorities. Vandalism is defined as any malicious attempt to harm or destroy data of another user, district computers, the Internet or other networks; this includes but is not limited to uploading or creating computer viruses.

Failure to comply with this policy or inappropriate use of the Internet, district network or computers shall result in usage restrictions, loss of access privileges, disciplinary action, and/or referral to legal proceedings authorities.[6][7][8]

Legal

[1. 18 U.S.C. 2256](#)

[2. 18 Pa. C.S.A. 6312](#)

[3. 20 U.S.C. 7131](#)

[4. 47 U.S.C. 254](#)

[5. 18 Pa. C.S.A. 5903](#)

[6. Pol. 218](#)

[7. Pol. 233](#)

[8. Pol. 317](#)

[9. Pol. 103](#)

[10. Pol. 103.1](#)

[11. Pol. 104](#)

[12. Pol. 249](#)

[13. Pol. 218.2](#)

[14. 24 P.S. 4604](#)

[15. 24 P.S. 4610](#)

[16. 47 CFR 54.520](#)

[17. 24 P.S. 1303.1-A](#)

[18. Pol. 237](#)

[19. Pol. 814](#)

[20. 17 U.S.C. 101 et seq](#)

[24 P.S. 4601 et seq](#)

[18 Pa. C.S.A. 2709](#)

Pol. 220

Turn-key Technologies, Inc.
Price List
CONFIDENTIAL

Sales Contact: Robert Elgart
Email: relgart@tti-wireless.com
Sales Phone: 610-896-2886



**TURN-KEY
TECHNOLOGIES**

Date: 11/20/2023
Customer: Octorara Area School District
Contact: Jeff Curtis
Address: 228 Highland Rd Suite 1
City, ST Zip: Atglen, PA 19310-1603
Phone: (610) 593-8238
Email: jcurtis@octorara.org
Proposal Expires: 12/18/2023

Turn-key Technologies, Inc.
2400 Main St Ext., Suite 12
Sayreville, NJ 08872
732-553-9100 FAX 732-553-9107

Part #	Palo Alto Networks Cortex 3 YEAR SUBSCRIPTION	List Price	Extended List	Disc %	Unit Price	Qty	Extended Price
PAN-XDR-ADV-EP	Cortex XDR Pro for 1 endpoint, includes 30 days of data retention and standard success	\$178.50	\$35,700.00	43%	\$101.75	200	\$20,349.00
PAN-XDR-HOST-INST	Host Insights add-on for Cortex XDR	\$30.00	\$6,000.00	35%	\$19.50	200	\$3,900.00
			\$41,700.00			Sub-total	\$24,249.00
Part #	INSTALLATION	List Price	Extended List	Disc %	Unit Price	Qty	Extended Price
PAN-XDR-PREM-SUCCESS	Cortex XDR PREM Cust Success	\$8,340.00	\$8,340.00		\$8,340.00	1	\$8,340.00
						Sub-total	\$8,340.00
PROJECT TOTALS							
						Palo Subscription	\$24,249.00
						Installation	\$8,340.00
						GRAND TOTAL	\$32,589.00
SCOPE OF WORK							
	Palo Alto will provide installation services						
Terms							
	Net 30						
	Materials only						
	No returns on software or any equipment when factory seal is broken.						
	Freight: Prepay and Add						
	This proposal is good for 30 days and expires:	12/18/2023					

Turn-key Technologies, Inc.
Price List
CONFIDENTIAL

Sales Contact: ROBERT ELGART
Email: relgart@tti-wireless.com
Sales Phone: 610-896-2886



**TURN-KEY
TECHNOLOGIES**

PROJECT Palo Alto Unit 42

Date 11/20/2023
Customer Octorara Area School District
Contact Jeff Curtis
Address 228 Highland Rd Suite 1
City, ST Zip Atglen, PA 19310-1603
Phone (610) 593-8238
Email jcurtis@octorara.org
Proposal Expires 12/20/2023

Turn-key Technologies, Inc.
2400 Main St Ext., Suite 12
Sayreville, NJ 08872
732-553-9100 FAX 732-553-9107

Part #	PALO ALTO UNIT 42	List Price	Extended List	Unit Price	Qty	Extended Price
PAN-CES-U42-EOD-L2	Unit 42 Public Sector Expertise on Demand Subscription, Level 2, with 24 hours remote response time. Up to 100 consulting hours.	\$40,000.00	\$40,000.00	\$40,000.00	1	\$40,000.00
					Sub-total	\$40,000.00
PROJECT TOTALS						
					GRAND TOTAL	\$40,000.00
Scope of Work						
	Services to be performed by Palo Alto Unit 42					
Term Length						
	The purchased services are good for 1-year or 100 hours, whichever comes first.					
TERMS						
	Net 30					
	All quotes subject to TTI Terms of Sale					
	No returns on any software or equipment when factory seal is broken.					
	TTI is not responsible for any permits					
	This proposal expires:	12/20/2023				

October 27, 2023

TO: Board of Education

FROM: Katie Arter

Hello,

I am requesting a waiver of facility fees for a Moore Family 5K that we would like to hold at Octorara Area High School Track on April 14, 2024.

We are a non-profit and the purpose of the 5K is to raise funds for Veterans.

Thank You

Katie Arter