

OCTORARA AREA SCHOOL DISTRICT
PUBLIC SCHOOL BOARD MEETING
October 16, 2023 – 7:00 p.m.
Jr. High School Multi-Purpose Room

AGENDA

1. Moment of Silence
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes of the Work Session of September 11, 2023, the Regular Meeting of September 18, 2023 and the Rescheduled Regular Meeting of September 25, 2023.
5. Visitors' Comments - Agenda Items Only
6. Presentations/Discussions
 - A. Octorara Heroes
 - B. Food Service Update
7. Information Items
8. Treasurer's Report
 - A. That the Octorara Board of School Directors approve the General Fund Report for period ending September 30, 2023.
9. Business Manager's Report
 - A. That the Octorara Board of School Directors approve the list of bills for payment.
10. Recommended Action Items:
 - A. That the Octorara Board of School Directors approve the EAP Employer Services Agreement with Penn Medicine effective November 1, 2023.
 - B. That the Octorara Board of School Directors approve the request from Youth Wrestling to use the Sr. High School Gymnasium on Sunday, January 7, 2024 prior to 1:00 p.m. for a tournament.
 - C. That the Octorara Board of School Directors approve the grant with Community Action Partnership of Lancaster County for \$4,000 for the Kindergarten Transition Program for supplies.
 - D. That the Octorara Board of School Directors approve the following student activity clubs at the Octorara Jr./Sr. High School:
Chess Club
Latino Club
 - E. That the Octorara Board of School Directors approve the following policies, first reading:
006 Meetings

216.1 Supplemental Discipline Records
251 Students Experiencing Homelessness, Foster Care and Other Educational Instability

Resignation Approvals:

- F. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Rachel Schreiber as a Library Assistant at the Octorara Elementary School effective October 20, 2023. (Hired September 17, 2012)

Hiring Approvals:

- G. That the Octorara Board of School Directors approve Ms. Alexis Stratman as a Food Service employee effective October 9, 2023 pending completion of employee related documents required by law and the District. Ms. Stratman's rate will be \$15.00 per hour for four hours per day. (Replacing Lynn Spaulding who resigned.)
- H. That the Octorara Board of School Directors approve the transfer of Ms. K.C. Testerman from Assistant Musical Director at 6 points (\$3,720) to Musical Director at 8 points (\$4,960). (Replacing Nicole Norton who resigned.)

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

Jude Unitis	Jr. High Head Football Coach	6 pts @ \$620	\$3,720
Jen Hoskins	Mentor Sarah Danforth	2 pts @ \$620	\$1,240
Holly Conte	Mentor Grace Meyer	2 pts @ \$620	\$1,240
Jen Watson	Sr High Student Council	3 pts @ \$620	\$1,860
Adam Udell	Sr High Student Council	3 pts @ \$620	\$1,860
Joe Lynch	Asst Musical Director	6 pts @ \$620	\$3,720

- J. That the Octorara Board of School Directors approve the following substitute teacher for the 2023-2024 school year:
Christian Day, Emergency
- K. That the Octorara Board of School Directors approve the following salary adjustments as a result of previous substitute positions held in the District:
Valerie Brewer from \$60,953 at M Step 17 to \$61,203 at M Step 16
Reina Eckman from \$56,389 at B Step 17 to \$56,639 at B Step 16
- L. That the Octorara Board of School Directors approve the transfer of Mr. Manny Almanza from a custodian at the Octorara Intermediate School at a salary of \$38,695 to an evening custodian at a salary of \$40,629.75 effective October 13, 2023.
- M. That the Octorara Board of School Directors approve Mr. Eric Foote as Production Cook per the attached job description. Mr. Foote's rate will be \$18 per hour for 5.75 hours per day effective TBD pending completion of employee related documents required by law and the District. (This is a new position.)
- N. That the Octorara Board of School Directors approve Mr. Charles Good as an HVAC Technician effective TBD pending completion of employee related documents required by law and the District. Mr. Good's salary will be \$64,000, pro-rated. (Replacing William Wertz who retired.)
- O. That the Octorara Board of School Directors approve Ms. Tracy Zary as a Building Secretary at the Octorara Primary Learning Center effective October 16, 2023. Ms. Zary's salary will be

\$34,960 pro-rated. (Ms. Zary is an approved substitute and is replacing Danette Balistreri who retired.)

- P. That the Octorara Board of School Directors approve Mr. Phillip Brandon as an Instructional Assistant at the Octorara Intermediate School effective TBD pending completion of employee related documents required by law and the District. Mr. Phillip's rate will be \$15.00 per hour for 5.75 hours per day. (Replacing Jennifer Marshall who resigned.)*
- Q. That the Octorara Board of School Directors approve Mr. Phillip Woodward as a Custodian at the Octorara Intermediate School effective October 12, 2023 pending completion of employee related documents required by law and the District. Mr. Woodward's salary will be \$37,440, pro-rated. (Replacing Manny Almanza who transferred.)*
- R. That the Octorara Board of School Directors approve the Service Agreement with Health eTools software effective August 1, 2023 through July 31, 2026.*
- S. That the Octorara Board of School Directors approve an overnight trip for the Sr. High Boys' Wrestling team to participate in the War at the Shore Tournament at Stephen Decatur High School in Berlin, Maryland on January 12-13, 2024.*
- T. That the Octorara Board of School Directors approve the 2023-2024 Octorara Area Career & Technical Education Occupational Advisory Committee.*

- 11. Finance Committee Report
- 12. CCIU Board Representative's Report
- 13. Old Business
- 14. New Business
- 15. Other Items and Announcements
- 16. Visitors' Comments – General
- 17. Administrator Comments/Announcements
- 18. Board Comments
- 19. Adjournment

Finance Committee Meeting – Monday, October 16, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Executive Session for Personnel - Monday, October 16, 2023 – Prior to the Regular Meeting in room 102 at the Jr. High School

Education Committee Meeting – Monday, October 23, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Policy/Facility Committee Meeting – Monday, November 13, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Work Session – Monday, November 13, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

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

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on September 11, 2023

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on September 11, 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 Mr. Falgiatore, Mr. Fox, Mr. Hurley, Mr. Koennecker, Mr. Norris, Ms. Yelovich and Mr. Zimmerman. Ms. Bowman was absent. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team, and three visitors.

There were no visitor's comments for agenda items only, presentations, or information items.

Mr. Ganow presented the following items for action at the September 18, 2023 Board meeting:

- A. That the Octorara Board of School Directors approve the list of school bus drivers employed by Althouse Transportation, Inc. for the 2023-2024 school year.
- B. That the Octorara Board of School Directors approve the list of school bus runs by Althouse Transportation, Inc. for the 2023-2024 school year.
- C. That the Octorara Board of School Directors approve the Letter of Agreement with Devereux Advanced Behavioral Health for Student Assistant Program Liaison Services for the 2023-2024 school year.
- D. That the Octorara Board of School Directors approve the Security Services Proposal with Signal 88 effective 8/29/2023 through 6/7/2024.
- E. That the Octorara Board of School Directors approve the Transportation Contract with Linville Hill Christian School for the 2023-2024 school year at a cost of \$58,500.
- F. That the Octorara Board of School Directors approve the request for unpaid intermittent family medical leave for Ms. Samantha Norris effective August 28, 2023 through June 5, 2024. Ms. Norris is an Emotional Support teacher at the Octorara Elementary School.
- G. That the Octorara Board of School Directors approve the request for unpaid family medical leave for the purpose of child rearing for Ms. Caysie Williams from approximately October 12, 2023 through January 12, 2024. Ms. Williams is a Learning Support teacher at the Octorara Elementary School.
- H. That the Octorara Board of School Directors approve the request for unpaid family medical leave for purpose of child rearing for Ms. Megan Clarke from approximately November 13, 2023 through February 5, 2024. Ms. Clarke is a Second Grade teacher at the Octorara Primary Learning Center.
- I. That the Octorara Board of School Directors approve the following substitute rates effective the start of the 2023-2024 school year:
 - 1-19 days - \$125 per day (currently \$115 per day)
 - 20 + days - \$135 per day (currently \$125 per day)
- J. That the Octorara Board of School Directors approve the following policies, second reading:
 - 800 *Records Management*
 - 830 *Security of Computerized Personal Information/Breach Notification*

Resignation Approvals:

- K. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Ms. Lisa McNamara as CTE Director effective June 5, 2024. (Hired September 4, 1991)
- L. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Megan Hood as a Second Grade teacher at the Octorara Primary Learning Center effective TBD. (Hired January 9, 2004)
- M. That the Octorara Board of School Directors accept the resignation of Ms. Sarah Jacien as a Math teacher at the Octorara Jr./Sr. High School effective August 15, 2023. (Hired August 14, 2023)
- N. That the Octorara Board of School Directors accept the resignation of Ms. Erin (Smith) Pierznik as an Instructional Assistant at the Octorara Elementary School effective August 28, 2023. (Hired August 21, 2023)-----
- O. That the Octorara Board of School Directors acknowledge the no paperwork, no show of Mr. Keith Thompson as an HVAC Maintenance Mechanic effective September 5, 2023. (Hired August 21, 2023)
- P. That the Octorara Board of School Directors acknowledge the no paperwork, no response of Ms. Katelyn LaPearl as an Instructional Assistant at the Octorara Intermediate School effective August 28, 2023. (Hired August 21, 2023)
- Q. That the Octorara Board of School Directors accept the resignation of Ms. Elizabeth D'Orazio as Academic Team Advisor at the Octorara Jr./Sr. High School effective August 30, 2023. (Hired for the 2022-2023 school year)
- R. That the Octorara Board of School Directors accept the resignation of Ms. Nicole Norton as Musical Director at the Octorara Jr./Sr. High School effective August 28, 2023. (Hired for the 2022-2023 school year)

Hiring Approvals:

- S. That the Octorara Board of School Directors approve Ms. Katherine McGinnis as a Special Education Learning Support teacher at the Octorara Primary Learning Center effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. McGinnis' salary will be \$59,000 which is Step 13 to MAX of the Bachelor's scale. (Replacing Megan McLoone who resigned.)
- T. That the Octorara Board of School Directors approve Mr. Michael Smith as a Health/PE teacher at the Octorara Elementary and Intermediate Schools effective September 5, 2023 pending completion of employee related documents required by law and the District. Mr. Smith's salary will be \$64,801, prorated, which is Step 12 to MAX of the Master's scale. (Replacing Anthony Slusher who resigned.)
- U. That the Octorara Board of School Directors approve Ms. Sarah Danforth as an Eighth Grade Math teacher at the Octorara Jr./Sr. High School effective September 5, 2023 pending completion of employee related documents required by law and the District. Ms. Danforth's salary will be \$58,889, prorated, which is Step 17 to MAX of the Bachelor's +15 scale. (Replacing Sara Jacien who resigned.)
- V. That the Octorara Board of School Directors approve Ms. Holly Hayes as a Special Education teacher at the Octorara Jr./Sr. High School effective September 11, 2023 pending

completion of employee related documents required by law and the District. Ms. Hayes' salary will be \$57,427, prorated, which is Step 15 to MAX of the Bachelor's scale. (This is a new position.)

- W. That the Octorara Board of School Directors approve Mr. Robert Smith as a long term substitute CTE Business Education-Computer Tech teacher at the Octorara Jr./Sr. High School effective August 29, 2023 for the 2023-2024 school year pending completion of employee related documents required by law and the District. Mr. Smith's salary will be \$56,389, prorated, which is Step 17 to MAX of the Bachelor's scale. (Mr. Smith is an approved substitute and is replacing Colin Kolb who resigned.)
- X. That the Octorara Board of School Directors approve Ms. Lynn Spaulding as a Food Service employee effective August 17, 2023 pending completion of employee related documents required by law and the District. Ms. Spaulding's rate will be \$15.00 per hour for four hours per day. (Replacing Joy Schnell who transferred.)
- Y. That the Octorara Board of School Directors approve Ms. Pat Softchin as a Food Service employee effective August 28, 2023. Ms. Softchin's rate will be \$16.35 per hour for two hours per day.
- Z. That the Octorara Board of School Directors approve the increase in salary for Ms. Dana Shultz from \$47,332 to \$63,109 (80% of M+45, Step 9) effective August 22, 2023. Ms. Shultz is a Speech/Language Therapist at the Primary Learning Center and increased from three days per week to four days per week.

AA. That the Octorara Board of School Directors approve the following change in salary due to graduate credits earned:

Samantha Pittman From M+30 (\$68,820) to M+45 (\$73,988) Step 13 to MAX

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

Holly Conte	Mentor Nicole Kutner	2 pts @ \$620	\$1,240
Alysyn Hoffman	Mentor Lauren Morlando	2 pts @ \$620	\$1,240
Heather Childress	Mentor Rebecca German		\$94.60
Jed King	Mentor Robert Smith	1 pt @ \$620	\$620
Joan McDermott	OES Envirothon Advisor	2 pts @ \$620	\$1,240

Under the Education Committee Report, Mr. Fox reported the committee met on August 28 and discussed three focus area for student achievement: student health and wellness, continuous improvement for student learning, and collaboration and building collective efficacy through achievement teams.

Under the Policy Committee Report, Mr. Fox reported the committee discussed the two second reading policies on the agenda as well as 800 AR *Records Retention Schedule*.

Under the Facility Committee Report, Mr. Norris reported the committee was updated on the completion of the water main repair with commendations going to our maintenance staff for their assistance in getting the job done. The committee also discussed a potential culinary CTE co-op with Pequea Valley, open custodial positions, and repair of the stadium field sprinklers.

There were no other items/concerns.

Under visitors' comments for items in general, Mr. Anthony Falgiatore, Atglen, gave a statement as a citizen in response to Mr. Fox's statements and presentation at the August 21, 2023 Board Meeting. (Appendix A-9/11/23)

Under administrator comments, Ms. McNamara announced there will be a CTE audit this month.

Dr. Propper reported a good start to the school year. He announced Back-to-School night will be held on September 21 as well as on September 28 for our Spanish speaking families. Next week he will introduce the new student representative to the board, Menah Alkhabaz.

Dr. Leever acknowledged Ms. McNamara's coming retirement and commended her for what she has done to grow and nurture the CTE programs. He recognized her attention to detail and her relentless advocacy for the students. Dr. Leever thanked Ms. McNamara for her years of service and all she is doing to ensure the successful continuation of the programs.

Under Board comments, Mr. Fox also thanked Ms. McNamara for her leadership and hard work in creating and maintaining the CTE programs. He said he is sorry to see that Ms. Hood is leaving. In response to Mr. Falgiatore's visitor comment, Mr. Fox referenced the July 17 meeting when District council was present and stated that the District's policy on visitor's comments is constitutional and in most cases of Mr. Miller's attempt to raise claims against Board Members in their individual capacities, the court has ruled the opposite. Mr. Fox said Mr. Falgiatore relies on his oath, however, almost all of the 84 defendants have taken a similar oath.

Mr. Ganow stated that Mr. Falgiatore is deflecting his sharing of a confidential document but he is not denying it. Members of the Board have requested a censure of Mr. Falgiatore though Mr. Ganow does not believe that will do anything. Mr. Ganow said the lawsuit has taken away the focus of the Board and it is time to get back to focus on education.

Mr. Ganow announced there was a brief executive session for Safety and Personnel held in room 102 at the Jr. High tonight prior to this meeting.

Mr. Ganow announced the following meetings to be held:

Finance Committee Meeting – Monday, September 18, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, September 18, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, September 25, 2023 – 6:00 p.m. in room 102 at the Jr. High School

There being no further items of business the meeting adjourned at 7:28 p.m. on motion of Mr. Zimmerman, second by Mr. Koennecker 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 September 18, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on September 18, 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, and Mr. Zimmerman. Ms. Yelovich was absent. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Menah Alkhabaz, student representative and seven citizens.

~~Ms. Bowman motioned, Mr. Hurley second to approve the minutes of the Work Session of August 14, 2023 and the Regular Meeting of August 21, 2023. Mr. Fox requested a change to the August 21 minutes to reflect the comment he made by taking out the word "possibility" of a breach as a result of Mr. Falgiatore forwarding a board update to Mr. Miller regarding the investigation of Mr. Miller. Mr. Fox requested the sentence to read "There was Board discussion regarding the breach of confidentiality of Mr. Falgiatore." Ms. Bowman and Mr. Hurley agreed to amend their motion to include Mr. Fox's request for the minutes of the August 21, 2023 meeting. The minutes, which include the change, were approved by all members present.~~

Under visitors' comments for agenda items only, Ms. Melissa Falgiatore, Atglen, referenced Title 65 Chapters 709A and 709C.1 of the Sunshine Act which requires publication of the agenda no later than 24 hours in advance of the meeting. She challenged the Board not take action on tonight's agenda as it was not posted within the 24 hour time limit. She noted in the draft copy of last week's minutes, Mr. Falgiatore's statements were referenced as Appendix A-9/11/23.

Mr. Ganow called a brief recess at 7:05 p.m. The meeting reconvened at 7:07 p.m. The Board discussed rescheduling the meeting due to the agenda not being posted. The Board will reconvene on Monday, September 25, 2023 at 7:00 p.m. in the Jr. High School Multi-Purpose Room

Mr. Ganow asked for a motion to adjourn the meeting.

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present the meeting adjourned at 7:09 p.m.

Mr. Ganow announced there was an executive session for Personnel and Legal Matters held prior to tonight's meeting in Room 102. He will also announce this executive session at next week's rescheduled meeting.

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

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Rescheduled Board Meeting Held on September 25, 2023

The rescheduled regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on September 25, 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; and eight citizens.

Mr. Ganow thanked everyone for their patience and understanding in the rescheduled public meeting originally scheduled for September 18, 2023. Due a clerical error, the September 18 agenda was not posted on the District website at least 24 hours prior to the meeting per Sunshine Law. The Board is committed to transparency and there was no intent to keep the agenda from the public. Mr. Ganow apologized for any concern or inconvenience the error may have caused.

Mr. Ganow said there was discussion with the District solicitor for clarification and, as a result of that discussion, he asked for a motion to amend tonight's agenda.

Ms. Bowman made a motion to revise the agenda to include the reapproval of the minutes from the August 14, 2023 and August 21, 2023 Board meetings upon the advice of the District solicitor. Mr. Norris second the motion.

Mr. Falgiatore asked if that would include specific reference to any statutes or policy.

Mr. Ganow said there will be time to discuss approval of the minutes following visitor's comments. The motion was approved by all members present except Mr. Falgiatore who abstained.

There were no visitors' comments for agenda items only, presentations, or information items.

Ms. Bowman made a motion to approve the minutes from the August 14, 2023 and August 21, 2023 Board meetings. Mr. Fox second the motion.

Mr. Falgiatore asked if there is going to be a mention of statute or Board policy violations. Mr. Ganow said the minutes have been posted on the website for several days.

The motion was approved by all members present except Mr. Falgiatore who abstained.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Ms. Bowman, second by Mr. Norris and approval of all members present. (Appendix A-9/25/23)

A list of bills for the General Fund totaling \$2,013,459.36; Cafeteria Fund totaling \$6,406.80, Capital Projects totaling \$85,775.62, and Capital Reserve totaling \$79,130.00 of which are attached to these minutes as Appendix B-9/25/23, were approved and ordered paid on motion of Ms. Yelovich, second by Ms. Bowman and approval of all members present.

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

The Octorara Board of School Directors approved the list of school bus drivers employed by Althouse Transportation, Inc. for the 2023-2024 school year. (Appendix C-9/25/23)

The Octorara Board of School Directors approved the list of school bus runs by Althouse Transportation, Inc. for the 2023-2024 school year. (Appendix D-9/25/23)

The Octorara Board of School Directors approved the Letter of Agreement with Devereux Advanced Behavioral Health for Student Assistant Program Liaison Services for the 2023-2024 school year. (Appendix E-9/25/23)

The Octorara Board of School Directors approved the Security Services Proposal with Signal 88 effective 8/29/2023 through 6/7/2024. (Appendix F-9/25/23)

The Octorara Board of School Directors approved the Transportation Contract with Linville Hill Christian School for the 2023-2024 school year at a cost of \$58,500. (Appendix G-9/26/23)

The Octorara Board of School Directors approved the request for unpaid intermittent family medical leave for Ms. Samantha Norris effective August 28, 2023 through June 5, 2024. Ms. Norris is an Emotional Support teacher at the Octorara Elementary School.

The Octorara Board of School Directors approved the request for unpaid family medical leave for the purpose of child rearing for Ms. Caysie Williams from approximately October 12, 2023 through January 12, 2024. Ms. Williams is a Learning Support teacher at the Octorara Elementary School.

The Octorara Board of School Directors approved the request for unpaid family medical leave for purpose of child rearing for Ms. Megan Clarke from approximately November 13, 2023 through February 5, 2024. Ms. Clarke is a Second Grade teacher at the Octorara Primary Learning Center.

The Octorara Board of School Directors approved the following substitute rates effective the start of the 2023-2024 school year:

1-19 days - \$125 per day (currently \$115 per day)

20 days - \$135 per day (currently \$125 per day)

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

800 *Records Management*

830 *Security of Computerized Personal Information/Breach Notification*

(Appendix H-9/25/23)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Lisa McNamara as CTE Director effective June 5, 2024. (Hired September 4, 1991)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Megan Hood as a Second Grade teacher at the Octorara Primary Learning Center effective *September 22, 2023*. (Hired January 9, 2004)

The Octorara Board of School Directors accepted the resignation of Ms. Sarah Jacien as a Math teacher at the Octorara Jr./Sr. High School effective August 15, 2023. (Hired August 14, 2023)

The Octorara Board of School Directors accepted the resignation of Ms. Erin (Smith) Pierznik as an Instructional Assistant at the Octorara Elementary School effective August 28, 2023. (Hired August 21, 2023)

The Octorara Board of School Directors acknowledged the no paperwork, no show of Mr. Keith Thompson as an HVAC Maintenance Mechanic effective September 5, 2023. (Hired August 21, 2023)

The Octorara Board of School Directors acknowledged the no paperwork, no response of Ms. Katelyn LaPearl as an Instructional Assistant at the Octorara Intermediate School effective August 28, 2023. (Hired August 21, 2023)

The Octorara Board of School Directors accepted the resignation of Ms. Elizabeth D’Orazio as Academic Team Advisor at the Octorara Jr./Sr. High School effective August 30, 2023. (Hired for the 2022-2023 school year)

The Octorara Board of School Directors accepted the resignation of Ms. Nicole Norton as Musical Director at the Octorara Jr./Sr. High School effective August 28, 2023. (Hired for the 2022-2023 school year)

The Octorara Board of School Directors approved Ms. Katherine McGinnis as a Special Education Learning Support teacher at the Octorara Primary Learning Center effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. McGinnis’ salary will be \$59,000 which is Step 13 to MAX of the Bachelor’s scale. (Replacing Megan McLoone who resigned.)

The Octorara Board of School Directors approved Mr. Michael Smith as a Health/PE teacher at the Octorara Elementary and Intermediate Schools effective September 5, 2023 pending completion of employee related documents required by law and the District. Mr. Smith’s salary will be \$64,801, prorated, which is Step 12 to MAX of the Master’s scale. (Replacing Anthony Slusher who resigned.)

The Octorara Board of School Directors approved Ms. Sarah Danforth as an Eighth Grade Math teacher at the Octorara Jr./Sr. High School effective September 5, 2023 pending completion of employee related documents required by law and the District. Ms. Danforth’s salary will be \$58,889, prorated, which is Step 17 to MAX of the Bachelor’s +15 scale. (Replacing Sara Jacien who resigned.)

The Octorara Board of School Directors approved Ms. Holly Hayes as a Special Education teacher at the Octorara Jr./Sr. High School effective *September 11, 2023* pending completion of employee related documents required by law and the District. Ms. Hayes’ salary will be \$57,427, prorated, which is Step 15 to MAX of the Bachelor’s scale. (This is a new position.)

The Octorara Board of School Directors approved Mr. Robert Smith as a long term substitute CTE Business Education-Computer Tech teacher at the Octorara Jr./Sr. High School effective August 29, 2023 for the 2023-2024 school year pending completion of employee related documents required by law and the District. Mr. Smith’s salary will be \$56,389, prorated, which is Step 17 to MAX of the Bachelor’s scale. (Mr. Smith is an approved substitute and is replacing Colin Kolb who resigned.)

The Octorara Board of School Directors approved Ms. Lynn Spaulding as a Food Service employee effective August 17, 2023 pending completion of employee related documents required by law and the District. Ms. Spaulding’s rate will be \$15.00 per hour for four hours per day. (Replacing Joy Schnell who transferred.)

The Octorara Board of School Directors approved Ms. Pat Softchin as a Food Service employee effective August 28, 2023. Ms. Softchin’s rate will be \$16.35 per hour for two hours per day.

The Octorara Board of School Directors approved the increase in salary for Ms. Dana Shultz from \$47,332 to \$63,109 (80% of M+45, Step 9) effective August 22, 2023. Ms. Shultz is a Speech/Language Therapist at the Primary Learning Center and increased from three days per week to four days per week.

The Octorara Board of School Directors approved the following change in salary due to graduate credits earned:

Samantha Pittman	From M+30 (\$68,820) to M+45 (\$73,988)	Step 13 to MAX
Allison Carr	From B+15 (\$58,889) to M (\$60,953)	Step 17 to MAX

Kristina Campbell From M+15 (\$68,053) to M+30 (\$70,178) Step 14 to MAX

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

Holly Conte	Mentor Nicole Kutner	2 pts @ \$620	\$1,240
Alysyn Hoffman	Mentor Lauren Morlando	2 pts @ \$620	\$1,240
Heather Childress	Mentor Rebecca German		\$94.60
Jed King	Mentor Robert Smith	1 pt @ \$620	\$620
Joan McDermott	OES Envirothon Advisor	2 pts @ \$620	\$1,240
Cathy Smith	Mentor Michael Smith	2 pts @ \$620	\$1,240
Samantha Pittman	Mentor Holly Hayes	2 pts @ \$620	\$1,240
Linda Haslett	Mentor Shannon Owens	1 pt @ \$620	\$620
Sarah Mitchell	Head Fall Cheerleading Coach	7 pts @ \$620	\$4,340
Lisa Marshman	Asst Fall Cheerleading Coach	6 pts @ \$620	\$3,720
Charles Graydus	8 th Grade Volleyball Coach	4 pts @ \$620	\$2,480
Renee Shenk	Academic Team Advisor	2 pts @ \$620	\$1,240
Alexander Gooden	Asst Football Coach	7 pts @ \$620	\$4,340
Holly Hayes	Jr. High Asst Field Hockey Coach	4 pts @ \$620	\$2,480

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors voted for the following PSBA officers:

President Elect – Allison Mathis
Vice-President – Sabrina Backer
Treasurer – Karen Beck Pooley
PSBA Insurance Trust Trustee – Marianne Neel
PSBA Insurance Trust Trustee – Mike Faccinetto

On motion of Mr. Falgiatore, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Ana Torres as an Instructional Assistant at the Octorara Primary Learning Center effective September 18, 2023 pending completion of employee related documents required by law and the District. Ms. Torres rate will be \$15.00 per hour for 5.75 hours per day. (Replacing Heidi VanGilder who resigned.) Ms. Torres will also be a translator for the District at \$40.98 per hour

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the transfer of mentor for Ms. Kaylene Mummert from Ms. Amanda Kieffer to Ms. Elizabeth D'Orazio. (2 pts. @ \$620 - \$1,240)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors acknowledged the no show of Mr. Khalif Williams as the Jr. High Football Coach effective August 14, 2023.

On motion of Ms. Bowman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted a \$4,000 grant from International Paper to be used for the 2024 OABEST Expo.

On motion of Mr. Hurley, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Shannon Owens as a First Grade teacher at the Octorara Primary Learning Center effective September 18, 2023. Ms. Owens' salary will be \$71,479, pro-rated, which is Step 16 to MAX of the Masters +45 scale. (Ms. Owens was originally hired as a long term substitute first grade teacher for the 2023-2024 school year and is replacing Margaret Schaefer who transferred.)

On motion of Mr. Koennecker, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved Ms. Grace Meyer as a long term substitute Second Grade teacher at the Octorara Primary Learning Center effective September 18, 2023 through the end of the 2023-2024 school year pending completion of employee related documents required by law and the District. Ms. Meyer's salary will be \$56,389, pro-rated, which is Step 17 to MAX of the Bachelor's scale. (Replacing Megan Hood who resigned.)

On motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Lisa Rohrer as a long term substitute Second Grade teacher at the Octorara Primary Learning Center from approximately October 16, 2023 through the end of the 2023-2024 school year. Ms. Rohrer's salary will be \$56,389, pro-rated, which is Step 17 to MAX of the Bachelor's scale. (Ms. Rohrer is a current employee and is replacing family medical leaves.)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Erika Lombardo as an Instructional Assistant at the Octorara Elementary School effective October 2, 2023 pending completion of employee related documents required by law and the District. Ms. Lombardo's rate will be \$16.00 per hour for 5.75 hours per day. (Replacing Erin Smith who was a no show.)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Mr. Matt Livingood as a Science teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 23, 2006)

On motion of Mr. Zimmerman, second by Ms. Bowman and approval of all members present Octorara Board of School Directors accepted the resignation of Ms. Valentina Brucchieri as an Instructional Assistant at the Octorara Intermediate School effective September 28, 2023. (Hired June 20, 2022)

On motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Jennifer Mitchell as an Instructional Assistant at the Octorara Intermediate School effective September 15, 2023. (Hired August 21, 2023)

On motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Lynn Spaulding as a Food Service employee effective September 15, 2023. (Hired August 17, 2023)

On motion of Mr. Falgiatore, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the request for unpaid family medical leave for purpose of child rearing for Ms. Brittany Howe from approximately October 12, 2023 through November 27, 2023. Ms. Howe is the Athletic Secretary.

On motion of Mr. Fox, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following substitute teachers for the 2023-2024 school year:

Madeline McDermott, 60 Credits

Grace Meyer, Pre-K - 4

Ann Clymer, Science

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the following volunteer coaches:

Charles Smallwood – Boys' Soccer

Christopher Henley – Boys' Basketball

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Agreement with Turf Tank for mechanical line painting on the athletic fields at a cost of \$15,000. (Appendix I-9/25/23)

On motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the Service Agreement with the Chester County Intermediate Unit for Human Resources Services effective September 28, 2023 through June 30, 2024. (Appendix J-9/25/23)

On motion of Mr. Fox, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the contract with Mr. Scott Domowicz as the District Business Manager effective October 1, 2023 through June 30, 2027. (Appendix K-9/25/23)

Under the Finance Committee Report, Mr. Hurley reported the committee met on September 18 and discussed the August year-to-date financial status, the annual audit which began today, and the updated chart of accounts.

Under the Education Committee meeting, Mr. Fox reported the committee met tonight and received updates on the three focus area goals: Student Health and Wellness, Continuous School Improvement for Student Learning, and Collaboration and Building Collective Efficacy Through Achievement Teams. The goals will be a standing committee agenda item this year. The committee also was given an overview of the Structured Literacy Grant.

Under the CCIU Board Representative Report, Mr. Norris reported on the August meeting.

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

Under visitors' comments in general, Mary Ellen Caris, Sadsbury Township, said the Board may have their hands tied regarding prayer but the public does not. She asked the Board and visitors to join her as she prayed.

Melissa Falgiatore, Atglen, alleged the Board violated the Sunshine Law. She thanked Mr. Ganow for his opening comments.

Under administrator comments/announcements, Dr. Leever thanked the Board for their support of the CCIU contract for Human Resources Services and Scott Domowicz. He is looking forward to everyone getting here.

Dr. Propper said the Jr./Sr. High has had a great start to the new year and students are acclimated to the school environment and the new schedule. He reported the athletic teams have had a great start, student clubs have begun, and Homecoming festivities will be held the week of October 2. Thursday is Back to School Night for our Spanish speaking families. He recognized the following students who earned academic honors from the College Board National Recognition Programs: Andrew Baggett, Braeden Wood, Carrie Beecher, Carson Schempp, Cowan Hahn, Isaiah Klingensmith, Jack Holub, Katelyn Hery, Kristina Timm, Lyla Elboubkri, and Sarah Watson. Lyla Elboubkri was recognized as one of 50,000 highest scoring students across the nation. Dr. Propper is looking forward to having student rep, Menah Alkhabaz join the Board this year.

Under Board comments, Mr. Zimmerman thanked Dr. Leever for being instrumental in getting a robot for the engineering program.

Dr. Leever said the robot is called Openbot and was developed by an engineer for Intel who now is employed by Apple. The robot functions off the computing power of a cell phone. We are the first high school in Pennsylvania to have one, with ten high schools set to receive them in the state this

year. Dr. Leever hopes next year there will be competitions for the students to explore. They will write their own programs, develop the AI, and download blueprints and create their own robots with 3-D printing.

Mr. Ganow said the Board minutes were posted on the website for several days.

Mr. Ganow announced an Executive Session for Personnel and Legal Matters was held Monday, September 18, 2023 prior to the Regular Meeting in room 102 at the Jr. High School.

An Executive Session for Legal Matters was also held tonight prior to the Rescheduled Regular Board Meeting in room 102 at the Jr. High School.

Mr. Ganow announced the following upcoming meetings:

Policy/Facility Committee Meeting – Monday, October 9, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Work Session – Monday, October 9, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, October 16, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, October 16, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, October 23, 2023 – 6:00 p.m. in room 102 at the Jr. High School

There being no further items of business the meeting adjourned at 7:37 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 July 31, 2023</u>		\$	2,157,644.76
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	27,312,702.93	
Other Receipts - (Rentals, Misc.)		12,413.14	
Checking Account Interest		17,647.41	
Transfer in from Investments		0.00	
			<u>27,342,763.48</u>
Total Available		\$	29,500,408.24
<u>Disbursements:</u>			
Net Payroll	\$	960,899.93	
Accounts Payable		3,219,562.22	
Transfer to Investments		9,000,000.00	
			<u>13,180,462.15</u>
General Fund Cash as of August 31, 2023		\$	16,319,946.09
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	8,522,573.59	
Beginning Balance Fulton Money Market		10,025,450.64	
Earnings on PSDLAF Investment Account		38,087.09	
Earnings on Fulton Money Market		37,682.27	
Net Transfers		9,000,000.00	
			<u>27,623,793.59</u>
Total General Fund Cash and Investments as of August 31, 2023		\$	<u>43,943,739.68</u>

For the September 18, 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 August 31, 2023</u>	\$	16,319,946.09
--	----	---------------

Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	5,491,491.75	
Other Receipts - (Rentals, Misc.)		1,000.00	
Checking Account Interest		26,116.67	
Transfer in from Investments		0.00	
		5,518,608.42	
 Total Available	\$		21,838,554.51

Disbursements:

Net Payroll	\$	1,135,278.52	
Accounts Payable		4,423,080.16	
Transfer to Investments		12,936,867.09	
		18,495,225.77	

General Fund Cash as of September 30, 2023	\$	3,343,328.74
---	----	--------------

Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,560,660.68
Beginning Balance Fulton Money Market		19,063,132.91
Earnings on PSDLAF Investment Account		37,038.81
Earnings on Fulton Money Market		71,623.47
Net Transfers		12,936,867.09

Total General Fund Cash and Investments as of September 30, 2023	\$	44,012,651.70
---	----	---------------

For the October 16, 2023 Regular Board Meeting

**OCTORARA AREA SCHOOL DISTRICT
INVESTMENT ANALYSIS**

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

GENERAL FUND

Checking	\$3,343,328.74	3.35%	Fulton
Investment	8,597,699.49	5.225%	PSDLAF (MAX)
Investment	32,071,623.47	3.35%	Fulton Money Market
	<u>\$ 44,012,651.70</u>		

OTHER CASH & INVESTMENTS

Activity	\$ 150,337.27	3.35%	Checking
Cafeteria	120,843.83	3.35%	Checking
Capital Projects	2,611,302.18	5.225%	PSDMAX
Capital Reserve	2,438,536.81	5.225%	PSDLAF
Payroll	7,573.51	3.35%	Checking
	<u>\$ 5,328,593.60</u>		

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

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 09/30/2023

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	1,440,556.83	12,049,045.17	10.68
200 PERSONNEL EMPL BENEFITS	8,181,577.00	0.00	1,237,341.05	6,944,235.95	15.12
300 PURCHASED PROF & TECH	176,000.00	148,796.10	16,532.90	10,671.00	93.94
400 PURCHASED PROPERTY SVC	71,800.00	54,013.09	13,333.14	4,453.77	93.80
500 OTHER PURCHASED SERVICE	2,446,378.00	1,567,343.19	590,063.70	288,971.11	88.19
600 SUPPLIES	282,110.00	50,899.97	77,176.45	154,033.58	45.40
700 PROPERTY	8,300.00	10,322.32	3,057.15	(5,079.47)	161.20
800 OTHER OBJECTS	200.00	0.00	0.00	200.00	0.00
Totals for 1100s	24,655,967.00	1,831,374.67	3,378,061.22	19,446,531.11	21.13
1200 SPEC PROG ELEMEN/SECOND					
100 PERSONNEL SERV-SALARIES	2,476,342.00	0.00	368,066.28	2,108,273.72	14.86
200 PERSONNEL EMPL BENEFITS	1,660,328.00	0.00	322,163.34	1,338,164.66	19.40
300 PURCHASED PROF & TECH	4,072,280.00	234,359.34	293,407.27	3,544,513.39	12.96
400 PURCHASED PROPERTY SVC	15,000.00	6,846.04	5,674.60	2,479.36	83.47
500 OTHER PURCHASED SERVICE	1,978,331.00	868,642.99	502,366.84	607,321.17	69.30
600 SUPPLIES	70,800.00	0.00	10,270.80	60,529.20	14.51
700 PROPERTY	8,000.00	0.00	0.00	8,000.00	0.00
800 OTHER OBJECTS	3,700.00	853.00	6,508.20	(3,661.20)	198.95
Totals for 1200s	10,284,781.00	1,110,701.37	1,508,459.33	7,665,620.30	25.47
1300 VOCATIONAL EDUCATION					
100 PERSONNEL SERV-SALARIES	763,141.00	0.00	115,496.46	647,644.54	15.13
200 PERSONNEL EMPL BENEFITS	525,635.00	0.00	92,295.09	433,339.91	17.56
300 PURCHASED PROF & TECH	220,500.00	95,747.24	6,819.10	117,933.66	46.52
400 PURCHASED PROPERTY SVC	3,000.00	2,839.96	201.04	(41.00)	101.37
500 OTHER PURCHASED SERVICE	803,161.00	620.00	191,411.45	611,129.55	23.91
600 SUPPLIES	113,750.00	51,527.00	5,041.24	57,181.76	49.73
700 PROPERTY	40,500.00	29,152.53	3,250.00	8,097.47	80.01
800 OTHER OBJECTS	8,850.00	4,795.00	5,223.87	(1,168.87)	113.21
Totals for 1300s	2,478,537.00	184,681.73	419,738.25	1,874,117.02	24.39

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 09/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG					
100 PERSONNEL SERV-SALARIES	161,695.00	0.00	196,633.51	(34,938.51)	121.61
200 PERSONNEL EMPL BENEFITS	68,089.00	0.00	69,783.79	(1,694.79)	102.49
300 PURCHASED PROF & TECH	30,000.00	4,222.47	0.00	25,777.53	14.07
500 OTHER PURCHASED SERVICE	281,000.00	0.00	25,982.81	255,017.19	9.25
600 SUPPLIES	4,000.00	0.00	914.11	3,085.89	22.85
Totals for 1400s	544,784.00	4,222.47	293,314.22	247,247.31	54.62
2100 SUPPORT SERV-PUPIL PERS					
100 PERSONNEL SERV-SALARIES	858,336.00	0.00	119,917.28	738,418.72	13.97
200 PERSONNEL EMPL BENEFITS	482,332.00	0.00	90,068.06	392,263.94	18.67
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	4,175.00	(30,750.00)	0.00
500 OTHER PURCHASED SERVICE	600.00	0.00	500.95	99.05	83.49
600 SUPPLIES	8,750.00	171.30	617.69	7,961.01	9.02
800 OTHER OBJECTS	1,000.00	0.00	984.00	16.00	98.40
Totals for 2100s	1,771,568.00	26,746.30	216,262.98	1,528,558.72	13.72
2200 SUPPORT SERVICES-INSTRU					
100 PERSONNEL SERV-SALARIES	644,184.00	0.00	142,401.36	501,782.64	22.11
200 PERSONNEL EMPL BENEFITS	452,418.00	0.00	88,779.54	363,638.46	19.62
300 PURCHASED PROF & TECH	0.00	2,000.00	7,200.51	(9,200.51)	0.00
500 OTHER PURCHASED SERVICE	2,100.00	700.00	295.12	1,104.88	47.39
600 SUPPLIES	244,900.00	7,887.93	187,378.68	49,633.39	79.73
700 PROPERTY	300.00	0.00	0.00	300.00	0.00
800 OTHER OBJECTS	1,000.00	0.00	1,602.67	(602.67)	160.27
Totals for 2200s	1,344,902.00	10,587.93	427,657.88	906,656.19	32.59
2300 SUPPORT SERVICES-ADMIN					
100 PERSONNEL SERV-SALARIES	1,611,977.00	0.00	380,275.50	1,231,701.50	23.59
200 PERSONNEL EMPL BENEFITS	954,808.00	8,898.42	257,580.44	688,329.14	27.91
300 PURCHASED PROF & TECH	188,500.00	54,540.15	73,946.64	60,013.21	68.16
400 PURCHASED PROPERTY SVC	6,000.00	2,730.70	1,046.14	2,223.16	62.95
500 OTHER PURCHASED SERVICE	77,950.00	2,622.60	39,779.02	35,548.38	54.40
600 SUPPLIES	67,000.00	3,131.01	5,359.70	58,509.29	12.67
700 PROPERTY	2,000.00	0.00	2,094.26	(94.26)	104.71
800 OTHER OBJECTS	43,161.00	3,442.65	27,008.62	12,709.73	70.55
Totals for 2300s	2,951,396.00	75,365.53	787,090.32	2,088,940.15	29.22

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 09/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2400 SUPP SVC-PUBLIC HEALTH					
100 PERSONNEL SERV-SALARIES	286,802.00	0.00	44,093.29	242,708.71	15.37
200 PERSONNEL EMPL BENEFITS	223,454.00	0.00	43,689.96	179,764.04	19.55
300 PURCHASED PROF & TECH	13,000.00	6,892.00	4,357.00	1,751.00	86.53
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	3,081.90	6,220.57	38.10
800 OTHER OBJECTS	715.00	0.00	779.00	(64.00)	108.95
Totals for 2400s	535,070.00	7,638.53	96,001.15	431,430.32	19.37
2500 SUPP SERVICES-BUSINESS					
100 PERSONNEL SERV-SALARIES	431,246.00	0.00	61,833.12	369,412.88	14.34
200 PERSONNEL EMPL BENEFITS	233,068.00	0.00	50,052.60	183,015.40	21.48
300 PURCHASED PROF & TECH	33,000.00	46,200.00	21,385.00	(34,585.00)	204.80
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	253.90	6,846.10	53.11
600 SUPPLIES	15,900.00	6,591.47	3,456.94	5,851.59	63.20
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	3,000.00	0.00	3,600.00	(600.00)	120.00
Totals for 2500s	738,814.00	60,291.47	140,581.56	537,940.97	27.19
2600 OP/MAINT PLANT SVCS					
100 PERSONNEL SERV-SALARIES	645,718.00	0.00	131,394.50	514,323.50	20.35
200 PERSONNEL EMPL BENEFITS	429,402.00	0.00	96,021.60	333,380.40	22.36
300 PURCHASED PROF & TECH	988,238.00	194,588.09	46,113.73	747,536.18	24.36
400 PURCHASED PROPERTY SVC	505,297.00	844,910.33	365,195.18	(704,808.51)	239.48
500 OTHER PURCHASED SERVICE	205,450.00	0.00	191,676.07	13,773.93	93.30
600 SUPPLIES	915,494.00	143,683.76	115,804.12	656,006.12	28.34
700 PROPERTY	44,790.00	8,650.00	4,079.04	32,060.96	28.42
800 OTHER OBJECTS	1,000.00	0.00	215.00	785.00	21.50
Totals for 2600s	3,735,389.00	1,191,832.18	950,499.24	1,593,057.58	57.35
2700 STUDENT TRANSP SERVICES					
300 PURCHASED PROF & TECH	59,440.00	44,579.97	9,906.66	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	2,661,896.42	387,173.36	226,378.22	93.09
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	2,709,624.96	397,084.42	423,899.62	87.99

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 09/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2800 SUPPORT SVCS-CENTRAL					
100 PERSONNEL SERV-SALARIES	405,627.00	0.00	95,336.99	310,290.01	23.50
200 PERSONNEL EMPL BENEFITS	302,452.00	0.00	53,305.05	249,146.95	17.62
300 PURCHASED PROF & TECH	5,000.00	45,839.00	21,659.00	(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	28,408.03	20,591.97	57.98
600 SUPPLIES	295,000.00	7,695.65	256,346.05	30,958.30	89.51
700 PROPERTY	382,500.00	10,860.78	12,795.09	358,844.13	6.18
800 OTHER OBJECTS	400.00	0.00	3,757.32	(3,357.32)	939.33
Totals for 2800s	1,439,979.00	64,395.43	471,879.33	903,704.24	37.24
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
3200 STUDENT ACTIVITIES					
100 PERSONNEL SERV-SALARIES	539,490.00	0.00	93,264.30	446,225.70	17.29
200 PERSONNEL EMPL BENEFITS	260,113.00	0.00	41,141.48	218,971.52	15.82
300 PURCHASED PROF & TECH	116,112.00	36,460.00	18,173.00	61,479.00	47.05
400 PURCHASED PROPERTY SVC	6,500.00	2,720.00	11,801.52	(8,021.52)	223.41
500 OTHER PURCHASED SERVICE	66,453.00	51,400.93	12,302.07	2,750.00	95.86
600 SUPPLIES	105,900.00	29,815.90	44,394.37	31,689.73	70.08
700 PROPERTY	14,300.00	2,818.30	770.71	10,710.99	25.10
800 OTHER OBJECTS	31,150.00	2,706.46	(52.95)	28,496.49	8.52
Totals for 3200s	1,140,018.00	125,921.59	221,794.50	792,301.91	30.50
5100 OTHER EXPEND & FINANCE					
800 OTHER OBJECTS	1,489,800.00	0.00	0.00	1,489,800.00	0.00
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	0.00	5,769,800.00	0.00
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	(642,790.34)	642,790.34	0.00
300 PURCHASED PROF & TECH	0.00	7,009.35	2,704.80	(9,714.15)	0.00
Totals for 5800s	0.00	7,009.35	(640,085.54)	633,076.19	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	7,410,393.51	8,668,338.86	45,767,468.63	26.00

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 09/30/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
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	(153,911.38)	(787,498.62)	16.35
Totals for 8500s	(941,410.00)	0.00	(153,911.38)	(787,498.62)	16.35
8700 GRANTS - ESSER					
000 NON-CATEGORICAL	(1,309,416.00)	0.00	(75,098.36)	(1,234,317.64)	5.74
Totals for 8700s	(1,309,416.00)	0.00	(75,098.36)	(1,234,317.64)	5.74
8800 MED ASSIST REIMBURSE					
000 NON-CATEGORICAL	(50,400.00)	0.00	(4,055.81)	(46,344.19)	8.05
Totals for 8800s	(50,400.00)	0.00	(4,055.81)	(46,344.19)	8.05
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	(37,845,396.82)	(22,864,152.18)	62.34
Fund 10 Totals					
Total Expenditure	55,166,401.00	7,403,384.16	9,308,424.40	38,454,592.44	30.29
Total Other Expenditure	6,679,800.00	7,009.35	(640,085.54)	7,312,876.19	(9.48)
Total Revenue	(60,709,549.00)	0.00	(37,813,128.10)	(22,896,420.90)	62.29
Total Other Revenue	0.00	0.00	(32,268.72)	32,268.72	0.00

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 09/30/2023

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	(33,488,827.04)	(5,749,933.96)	85.35
Totals for 6100s	(39,238,761.00)	0.00	(33,488,827.04)	(5,749,933.96)	85.35
6200 DISC TAKEN ON TAXES					
000 NON-CATEGORICAL	0.00	0.00	637,854.48	(637,854.48)	0.00
Totals for 6200s	0.00	0.00	637,854.48	(637,854.48)	0.00
6300 PENALTIES & INTEREST					
000 NON-CATEGORICAL	0.00	0.00	(40,881.03)	40,881.03	0.00
Totals for 6300s	0.00	0.00	(40,881.03)	40,881.03	0.00
6400 DELINQUENCIES TAXES LEV					
000 NON-CATEGORICAL	(634,398.00)	0.00	(355,686.34)	(278,711.66)	56.07
Totals for 6400s	(634,398.00)	0.00	(355,686.34)	(278,711.66)	56.07
6500 EARNINGS ON INVESTMENTS					
000 NON-CATEGORICAL	(375,000.00)	0.00	(295,984.13)	(79,015.87)	78.93
Totals for 6500s	(375,000.00)	0.00	(295,984.13)	(79,015.87)	78.93
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	(208,980.49)	(154,619.51)	57.48
Totals for 6800s	(363,600.00)	0.00	(208,980.49)	(154,619.51)	57.48
6900 OTHER REV FROM LOCAL					
000 NON-CATEGORICAL	(670,432.00)	0.00	(120,338.20)	(550,093.80)	17.95
400 PURCHASED PROPERTY SVC	0.00	0.00	(300.00)	300.00	0.00
Totals for 6900s	(670,432.00)	0.00	(120,638.20)	(549,793.80)	17.99
7100 BASIC INSTRUCT & OPER					
000 NON-CATEGORICAL	(7,979,409.00)	0.00	(1,306,021.60)	(6,673,387.40)	16.37
Totals for 7100s	(7,979,409.00)	0.00	(1,306,021.60)	(6,673,387.40)	16.37
7200 SUBSIDIES SPECIAL ED					
000 NON-CATEGORICAL	(1,758,308.00)	0.00	(526,322.00)	(1,231,986.00)	29.93
Totals for 7200s	(1,758,308.00)	0.00	(526,322.00)	(1,231,986.00)	29.93
7300 SUBSIDIES NON-ED PGMS					
000 NON-CATEGORICAL	(3,329,944.00)	0.00	(872,235.08)	(2,457,708.92)	26.19
Totals for 7300s	(3,329,944.00)	0.00	(872,235.08)	(2,457,708.92)	26.19
7500 EXTRA GRANTS					
000 NON-CATEGORICAL	(318,487.00)	0.00	(58,161.00)	(260,326.00)	18.26
Totals for 7500s	(318,487.00)	0.00	(58,161.00)	(260,326.00)	18.26

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 09/30/2023

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	21,052.80	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	8,341.74	23,129.78	0.00
	181 REGULAR SALARIES	0.00	23,035.19	25,376.88	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	35.96	107.88	0.00
	214 INCOME PROTECTION INS	0.00	61.38	184.14	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	2,894.62	5,193.56	0.00
	230 RETIREMENT CONTRIB	0.00	11,663.40	22,237.28	0.00
	250 UI	0.00	0.00	0.00	0.00
	260 WORKERS' COMPENSATION	0.00	160.18	290.27	0.00
	271 SELF-INS MED HEALTH	0.00	2,585.26	7,680.48	0.00
	272 SELF-INSURANCE DENTAL	0.00	188.43	559.81	0.00
	275 SELF-INSURANCE EYE CARE	0.00	11.13	33.14	0.00
	276 SELF-INS PRESCRIPTION	0.00	583.02	1,732.08	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	327.50	327.50	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
	550 PRINTING & BINDING	0.00	0.00	0.00	0.00
	580 TRAVEL & CONFER EXPENSE	0.00	876.71	1,767.74	0.00
	610 GENERAL SUPPLIES	0.00	2,512.51	2,512.51	0.00
	611 SUPPLIES	0.00	249.64	249.64	0.00
	612 OPER/MAINT- VEHICLE SU	0.00	0.00	0.00	0.00
	630 FOOD	0.00	47,093.46	48,101.48	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 09/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
633	DONATED COMMODITIES	0.00	0.00	0.00	0.00
634	SNACKS	0.00	202.46	202.46	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	0.00	0.00	0.00
810	DUES & FEES	0.00	81.00	200.70	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	107,921.19	165,582.57	0.00
	Profit / (Loss):		(107,921.19)	(165,582.57)	
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 REV	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	402.97	853.60	0.00
	Total Revenue:	0.00	402.97	853.60	0.00
	Profit / (Loss):		402.97	853.60	
Average Meal Count:	INTEREST ON INVESTMENTS	0			0.00%
6611	DAILY SALES-SCH LUNCH				
	6611 DAILY SALES-SCH LUNCH	0.00	6,646.01	7,491.21	0.00
	Total Revenue:	0.00	6,646.01	7,491.21	0.00
	Profit / (Loss):		6,646.01	7,491.21	
Average Meal Count:	DAILY SALES-SCH LUNCH	0			0.00%
6612	DAILY SALES-BREAKFAST				
	6612 DAILY SALES-BREAKFAST	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:	DAILY SALES-BREAKFAST	0			0.00%
6620	DAILY SALES-NON-REIMBUR				

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 09/30/2023

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
6620	DAILY SALES-NON-REIMBUR	0.00	0.00	0.00	0.00
	Average Meal Count: DAILY SALES-NON-REIMBUR				
6621	ALA CARTE	0.00	0.00	0.00	0.00
	6621 ALA CARTE				
	Average Meal Count: ALA CARTE				
6622	ADULT	0.00	0.00	0.00	0.00
	6622 ADULT				
	Average Meal Count: ADULT				
6630	SPECIAL FUNCTIONS	0.00	0.00	0.00	0.00
	6630 SPECIAL FUNCTIONS				
	Average Meal Count: SPECIAL FUNCTIONS				
6991	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00
	6991 REFUND PRIOR YR EXP				
	Average Meal Count: REFUND PRIOR YR EXP				
6992	REFUND	0.00	0.00	0.00	0.00
	6992 REFUND				
	Average Meal Count: REFUND				
7600	MILK/LUNCH/BREAKFAST	0.00	0.00	0.00	0.00
	7600 MILK/LUNCH/BREAKFAST				
	Average Meal Count: MILK/LUNCH/BREAKFAST				
7810	STATE SHARE SS & MED	0.00	0.00	0.00	0.00
	7810 STATE SHARE SS & MED				
	Average Meal Count: STATE SHARE SS & MED				
7820	STATE SHARE RETIRE CONT	0.00	0.00	0.00	0.00
	7820 STATE SHARE RETIRE CONT				
	Average Meal Count: STATE SHARE RETIRE CONT				

OCTOBER 2023

LIST OF BILLS FOR APPROVAL

<u>FUND</u>		<u>AMOUNT</u>	
General Fund		\$	2,084,372.71
Cafeteria Fund		\$	51,282.28
Capital Projects		\$	98,054.47
Capital Reserve		\$	-
		\$	2,233,709.46

Budget		YTD Exp		%
Fund 10	\$ 59,627,792.00	\$	8,668,338.86	14.54%

Cafetria Fund
October 16, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
9298	09/13/2023	CARDMEMBER SERVICES	MISC SUPPLIES	\$ 233.63
9299	09/13/2023	DUTCH -WAY FARM MARKET	FOOD	\$ 363.57
9300	09/13/2023	GEORGEOS WATER ICE	FOOD	\$ 802.14
9301	09/13/2023	IMPERIAL BAG & PAPER CO	MISCELLANEOUS SUPPLIES	\$ 426.92
9302	09/13/2023	MORABITO BAKING CO	FOOD	\$ 260.77
9303	09/13/2023	SHARE FOOD PROGRAM	Donated Commodities Delivery Charges	\$ 202.46
9304	09/13/2023	US FOODS	FOOD	\$ 21,597.21
9305	09/26/2023	CLARK SERVICE GROUP	REPAIRS & MAINTENNANCE	\$ 327.50
9306	09/26/2023	IMPERIAL BAG & PAPER CO	MISCELLANEOUS SUPPLIES	\$ 388.56
9307	09/26/2023	MJ EARL INC	MISC SUPPLIES	\$ 1,483.40
9308	09/26/2023	MORABITO BAKING CO	FOOD	\$ 200.24
9309	09/26/2023	TONGEL MARK	Expense Voucher	\$ 876.71
9310	09/26/2023	US FOODS	FOOD	\$ 16,797.99
D000000006	09/13/2023	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 221.13
D000000007	09/13/2023	DFA DAIRY BRANDS	FOOD	\$ 3,324.86
D000000008	09/26/2023	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$ 28.51
D000000009	09/26/2023	DFA DAIRY BRANDS	FOOD	\$ 3,746.68
			TOTAL	\$ 51,282.28

Capital Project Fund
October 16, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
180	09/12/2023	GAMETIME INC	2 REPLACEMENT SLIDES	\$ 13,125.12
181	09/12/2023	TURN-KEY TECHNOLOGIES	REPLACEMENT EQUIPMENT	\$ 12,484.36
182	09/14/2023	CONSOLIDATED ENGINEERS	BUILDING IMPROVEMENT SVCS -JHS	\$ 5,142.50
183	09/19/2023	ARCHITERRA PC	ATHLETIC PLANS PHASE 1	\$ 16,528.24
184	09/19/2023	CONSOLIDATED ENGINEERS	OES COOLING RENOVATION	\$ 45,402.50
185	09/26/2023	ENTECH ENGINEERING	REPLACEMENT EQUIPMENT	\$ 457.50
186	10/04/2023	ARCHITERRA PC	ATHLETIC PLANS PHASE 1	\$ 4,914.25
TOTAL				\$ 98,054.47

Capital Reserve Fund
October 16, 2023

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

General Fund
October 16, 2023

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
192273	09/15/2023	ADAM KRASSEN	PIAA OFFICIALS - JH GIRLS SOCCER	\$ 68.00
192274	09/15/2023	ADPRO NEWSPAPER PUBLISHERS	ADVERTISING CTE PROGRAMS GENRL	\$ 720.00
192275	09/15/2023	AMERIHEALTH INC	HSA ACCOUNT FEES	\$ 672.75
192276	09/15/2023	AMPLIFY EDUCATION INC	TECH FEES C&I	\$ 1,017.00
192277	09/15/2023	AQUAFLOW PUMP & SUPPLY CO INC	FILTERS, ETC	\$ 784.04
192278	09/15/2023	BARTOSZ CIURSKI	PIAA OFFICIALS - BOYS SOCCER	\$ 93.00
192279	09/15/2023	BRAD KURTZ	PIAA OFFICIALS - FOOTBALL	\$ 240.00
192280	09/15/2023	BRIAN LOWTHERT	PIAA OFFICIALS - FOOTBALL	\$ 240.00
192281	09/15/2023	CARDMEMBER SERVICES	VARIOUS - SEE ATTACHED	\$ 11,393.56
192282	09/15/2023	CHARLES THOMAS	PIAA OFFICIALS - FOOTBALL	\$ 240.00
192283	09/15/2023	CINTAS	OPER/MAINTENANCE SUPPLIES	\$ 78.01
192284	09/15/2023	CM REGENT LLC	SUSPENSE ACCOUNT - LTD	\$ 5,361.57
192285	09/15/2023	CRAIG LOWRY	PIAA OFFICIALS - BOYS SOCCER	\$ 93.00
192286	09/15/2023	CURRICULUM ASSOCIATES	SUPPLIES	\$ 491.66
192287	09/15/2023	DENNIS DAUGHERTY	PIAA OFFICIALS - FIELD HOCKEY	\$ 160.00
192288	09/15/2023	DUTCHWAY HARDWARE	TECH SRVS - SUPPLIES	\$ 7.53
192289	09/15/2023	ENVIRONMENTAL CONTROL SYSTEMS	WORKER/COMMUNITY RTK LAW	\$ 6,470.00
192290	09/15/2023	FIELD LINING & PAINTING SRVCS LLC	FIELD LINING	\$ 7,782.50
192292	09/15/2023	FUSION MALVERN	TUITION	\$ 7,961.80
192293	09/15/2023	GENERAL HEALTHCARE RESOURCES	PCA	\$ 12,099.50
192294	09/15/2023	G A VIETRI INC	REPAIRS & MAINT - EQUIP	\$ 726.00
192295	09/15/2023	GUARDIAN LIFE INSURANCE	SUSPENSE ACCOUNT - LIFE INS	\$ 3,846.14
192296	09/15/2023	HARRY FLAWD	PIAA OFFICIALS - FOOTBALL	\$ 240.00
192297	09/15/2023	IAN DAECHER	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192298	09/15/2023	INSIGHT PA CYBER CHARTER SCHL	PA CHARTER SCHOOL TUITION	\$ 6,534.45
192299	09/15/2023	JEFF ERISMAN	PIAA OFFICIALS - VOLLEYBALL	\$ 228.00
192300	09/15/2023	KADES MARGOLIS CORPORATION	CBIZ Fees	\$ 6.00
192301	09/15/2023	KNOWBE4	TEC SUPPLIES	\$ 8,166.30
192302	09/15/2023	LANCASTER GENERAL MEDICAL GROUP	MED REQ/HR	\$ 1,230.00
192303	09/15/2023	M&B ENVIRONMENTAL INC	WATER TREATMENT SERVICES	\$ 4,243.05
192304	09/15/2023	MICHAEL WEILER	PIAA OFFICIALS - JH GIRLS SOCCER	\$ 68.00
192305	09/15/2023	ODP BUSINESS SOLUTIONS LLC	CLASSROOM SUPPLIES	\$ 1,196.27
192306	09/15/2023	PENNSYLVANIA CYBER CHARTER SCHL	PA CHARTER SCHOOL TUITION	\$ 11,762.01
192307	09/15/2023	PRESSLEY RIDGE	AIDE SERVICES	\$ 3,432.00
192308	09/15/2023	RAVEN RIDGE WILDLIFE CENTER	ASSEMBLY	\$ 262.00
192309	09/15/2023	RICK HARTL	PIAA OFFICIALS - VOLLEYBALL	\$ 144.00
192310	09/15/2023	RITA'S - PIERCE INNOVATIONS INC	RITA'S: REWARD	\$ 650.00
192311	09/15/2023	RON ESH	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192312	09/15/2023	SCHOOL PRIDE LTD	ATHLETICS BOARD	\$ 1,020.00

General Fund
October 16, 2023

192313	09/15/2023	TANNER FURNITURE	BOARD TABLES	\$	2,094.26
192314	09/15/2023	TELESYSTEM	OPER/MAINT-TRANS/TELE SERVICE	\$	2,015.04
192315	09/15/2023	TODD REITNOUER	PIAA OFFICIALS - FIELD HOCKEY	\$	160.00
192316	09/15/2023	TOOLS 4 READING	SUPPLIES	\$	140.00
192317	09/15/2023	US GAMES	SUPPLIES	\$	516.77
192318	09/18/2023	AT&T MOBILITY	OPER/MAINT-TRANS/TELE SERVICE	\$	95.72
192319	09/18/2023	CCRES-ED & BEHAVIOR HEALTH	INTERIM HR REP	\$	9,196.00
192320	09/18/2023	JESSE LOPEZ	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
192321	09/18/2023	JOHN MCCLURE	PIAA OFFICIALS - JH VOLLEYBALL	\$	161.00
192322	09/18/2023	KELVIN HATCH	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192323	09/18/2023	LANCE WEAVER	PIAA OFFICIALS - JH FIELD HOCKEY	\$	101.00
192324	09/18/2023	MARK WINTER	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192325	09/18/2023	ROBERT OBRIEN	PIAA OFFICIALS - VOLLEYBALL	\$	77.00
192326	09/18/2023	STEVEN JACOBS	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
192327	09/21/2023	TANGLEWOOD MANOR	GOLF TOURNAMENT	\$	210.00
192328	09/22/2023	ADAM KRASSEN	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192329	09/22/2023	AMERICAN EAGLE CO INC	SPANISH SUPPLIES	\$	76.97
192330	09/22/2023	AVON GROVE CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$	200,817.60
192331	09/22/2023	BRIAN LONDON	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192332	09/22/2023	CCRES-ED & BEHAVIOR HEALTH	INTERIM BUSINESS MGR	\$	7,700.00
192333	09/22/2023	COLLEGE BOARD	COLLEGE BOARD DUES	\$	800.00
192334	09/22/2023	DAN FLETCHER	PIAA OFFICIALS - FIELD HOCKEY	\$	160.00
192335	09/22/2023	DUTCH -WAY FARM MARKET INC	HOME EC/CTE SUPPLIES	\$	937.87
192336	09/22/2023	E.M. HERR FARM & HOME CNETER	ATHLETIC SUPPLIES	\$	279.99
192337	09/22/2023	ESS NORTHEAST LLC	PROF ED SVCS - VO-AG ED	\$	3,896.69
192338	09/22/2023	FERGUSON ENTERPRISES INC #501	MAINT SUPPLIES	\$	1,769.56
192339	09/22/2023	FOLLETT CONTENT SOLUTIONS LLC	LIBRARY BOOKS	\$	441.62
192340	09/22/2023	FP FINANCE	POSTAGE METER MONTHLY LEASE	\$	115.00
192341	09/22/2023	GOPHER SPORT	PHYS ED SUPPLIES	\$	1,428.95
192342	09/22/2023	GUARDIAN LIFE INSURANCE	SUSPENSE ACCOUNT - LIFE INS	\$	3,152.26
192343	09/22/2023	ICE SYSTEMS USA	ICE MACHINE MAINTENANCE	\$	680.00
192344	09/22/2023	JEFFREY WILDER	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192345	09/22/2023	JONES & BARTLETT LEARNING LLC	CTE HOMELAND SECURITY DUES/FEES	\$	613.87
192346	09/22/2023	JONATHAN DAMON	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192347	09/22/2023	KONA ICE	ATHLETE MEETING	\$	300.00
192348	09/22/2023	MARLIN MCGALLICHER	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192349	09/22/2023	MATT SHENK	PIAA OFFICIALS - FOOTBALL	\$	120.00
192350	09/22/2023	MCGRAW HILL LLC	BOOKS	\$	9,819.30
192351	09/22/2023	NICHOLAS BREWER	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192352	09/22/2023	PARMETECH INC	TECH SRVS -EQUIP/REPL	\$	5,635.00

**General Fund
October 16, 2023**

192353	09/22/2023	PASA	SUPERINTENDENT CERTIFICATION	\$ 4,500.00
192354	09/22/2023	REACH CYBER CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 32,313.69
192355	09/22/2023	RON ESH	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192356	09/22/2023	SAVVAS LEARNING COMPANY LLC	BOOKS	\$ 251.73
192357	09/22/2023	SBH AWARDS	ATHLETIC FLAG	\$ 200.00
192358	09/22/2023	SCHOOL MART	SUPPLIES	\$ 616.73
192359	09/22/2023	SCOTT ECKENROD	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192360	09/22/2023	SCOTT EITNER	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192361	09/22/2023	SNYDER & MYLIN SEPTIC SERVICES	PORTABLE TOILET RENTAL	\$ 1,070.00
192362	09/22/2023	TAYLOR'S MUSIC STORE	MUSIC EQUIPMENT	\$ 699.71
192363	09/22/2023	T P TRAILERS INC	OPER/MAINT - EQUIP RENTAL	\$ 335.00
192364	09/22/2023	TYPING AGENT	TECH FEES C&I	\$ 2,016.00
192365	09/22/2023	WARD'S SCIENCE	SUPPLIES	\$ 317.98
192366	09/22/2023	WAYNE HOFFMAN	PIAA OFFICIALS - FOOTBALL	\$ 120.00
192367	09/22/2023	WEBSTERS FITNESS PRODUCTS INC	SUPPLIES	\$ 4,570.00
192368	09/22/2023	WENDY HESS	PIAA OFFICIALS - FIELD HOCKEY	\$ 160.00
192369	09/22/2023	WESTERN PEST SERVICES	CONTRACTED SERVICE	\$ 9,504.00
192370	09/22/2023	XEROX CORPORATION	COPIER LEASE/RENTAL	\$ 4,011.83
192371	09/22/2023	XEROX FINANCIAL SERVICES LLC	SERV/RENTAL AGREEMENT	\$ 474.68
192372	09/26/2023	ADAM KRASSEN	PIAA OFFICIALS - JH GIRLS SOCCER	\$ 177.00
192373	09/26/2023	BRIAN PARISAN	PIAA OFFICIALS - JH BOYS SOCCER	\$ 132.00
192374	09/26/2023	CAROLE MANDEREWICZ	PIAA OFFICIALS - FIELD HOCKEY	\$ 160.00
192375	09/26/2023	CRAIG AUSEL	PIAA OFFICIALS - X COUNTRY	\$ 75.00
192376	09/26/2023	DAN MENTZER	PIAA OFFICIALS - FOOTBALL	\$ 90.00
192377	09/26/2023	DAVID SIMPSON	PIAA OFFICIALS - BOYS SOCCER	\$ 168.00
192378	09/26/2023	DENNIS DAUGHERTY	PIAA OFFICIALS - FIELD HOCKEY	\$ 160.00
192379	09/26/2023	JOHN EDER	PIAA OFFICIALS - JH BOYS SOCCER	\$ 132.00
192380	09/26/2023	JOHN JABOUR	PIAA OFFICIALS - FOOTBALL	\$ 90.00
192381	09/26/2023	MICHAEL SHELLEY	PIAA OFFICIALS - BOYS SOCCER	\$ 93.00
192382	09/26/2023	ODP BUSINESS SOLUTIONS LLC	SUPPLIES	\$ 1,287.96
192383	09/26/2023	STEVE RISK	PIAA OFFICIALS - FOOTBALL	\$ 90.00
192384	09/26/2023	WAYNE HOFFMAN	PIAA OFFICIALS - FOOTBALL	\$ 90.00
192385	09/29/2023	AARON & SARAH MILLER	TAX REFUND	\$ 30.00
192386	09/29/2023	ABDIEL AGUILAR BARRERA	TAX REFUND	\$ 43.36
192389	09/29/2023	ADAM KRASSEN	PIAA OFFICIALS - JH BOYS SOCCER	\$ 327.00
192390	09/29/2023	AGORA CYBER CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 3,920.67
192391	09/29/2023	ALVIN LEE LAPP	TAX REFUND	\$ 3,937.79
192392	09/29/2023	ATLANTIC SEARCH & ABSTRACT CO	TAX REFUND	\$ 30.00
192393	09/29/2023	BARTOSZ CIURSKI	PIAA OFFICIALS - GIRLS SOCCER	\$ 168.00
192394	09/29/2023	BLICK ART MATERIALS	GRAPHIC DESIGN CTE SUPPLIES	\$ 9.02

**General Fund
October 16, 2023**

192395	09/29/2023	CARLISLE X COUNTRY BOOSTERS	CARLISLE INVITATIONAL/ DUES/FEES	\$	280.00
192396	09/29/2023	CAREERSAFE LLC	DUES AND FEES PERKINS	\$	3,075.00
192397	09/29/2023	CORELOGIC INC	TAX REFUND	\$	2,884.95
192398	09/29/2023	CRAIG LOWRY	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
192399	09/29/2023	DAN CORRENTI	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192400	09/29/2023	DONNA UNDERWOOD	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192401	09/29/2023	ESS NORTHEAST LLC	PROF ED SERV	\$	2,783.35
192402	09/29/2023	FUSION MALVERN	TUITION	\$	7,961.80
192403	09/29/2023	ACCO BRANDS USA LLC	LAMINATOR	\$	2,311.15
192404	09/29/2023	GENERAL HEALTHCARE RESOURCES	PCA	\$	30,563.23
192405	09/29/2023	HOME DEPOT PRO INSTITUTIONAL	OPER/MAINT-GEN CUST SUPPLIES	\$	202.58
192406	09/29/2023	JAMES PAUL	PIAA OFFICIALS - FIELD HOCKEY	\$	89.00
192407	09/29/2023	JEFF ERISMAN	PIAA OFFICIALS - JH VOLLEYBALL	\$	228.00
192408	09/29/2023	JET BOUNCE PARTY RENTALS	HOMEcoming RENTAL GAMES	\$	500.00
192409	09/29/2023	KADES MARGOLIS CORPORATION	CBIZ Fees	\$	6.00
192410	09/29/2023	KEYSTONE SERVICE SYSTEMS	PUBLIC ACCESS TRAINING W/ CIDER	\$	400.00
192411	09/29/2023	KIRK LUTHER	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192412	09/29/2023	KRISTEN HARTLEY	TAX REFUND	\$	42.91
192413	09/29/2023	LANCE WEAVER	PIAA OFFICIALS - JH FIELD HOCKEY	\$	67.00
192414	09/29/2023	MATTHEW SMITH	PIAA OFFICIALS - JH FIELD HOCKEY	\$	67.00
192415	09/29/2023	MELISSA PANNEBECKER	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192416	09/29/2023	MICHAEL & TARA PRATT	TAX REFUND	\$	1,036.95
192417	09/29/2023	MOCASSIN RUN GOLF CLUB	GOLF COURSE FEES	\$	2,500.00
192418	09/29/2023	ROBERT LAFFEY	ENVELOPES	\$	418.00
192419	09/29/2023	SAMUEL M STOLTZFUS	TAX REFUND	\$	1,313.79
192420	09/29/2023	SAVVAS LEARNING COMPANY LLC	INST/CURR DEV-TEXTBOOKS	\$	288.61
192421	09/29/2023	SAXTON & STUMP LLC	LEGAL SERVICES	\$	4,490.92
192422	09/29/2023	SOUNDTRAP US INC	TECH FEES C&I	\$	2,694.00
192423	09/29/2023	SPIKE'S TROPHIES LIMITED	HALL OF FAME PLAQUES	\$	195.33
192424	09/29/2023	TENTS FOR RENT	GRADUATION STAGE	\$	1,147.55
192425	09/29/2023	TODD REITNOUER	PIAA OFFICIALS - FIELD HOCKEY	\$	89.00
192426	09/29/2023	WAYNE GOODMAN	PIAA OFFICIALS - GIRLS SOCCER	\$	93.00
192427	09/29/2023	WOODBURN PRESS	STUDENT PLANNERS	\$	112.49
192428	10/06/2023	A&A MACHINERY MOVING INC	WAREHOUSE RENTAL	\$	312.00
192429	10/06/2023	ATLANTIC SEARCH & ABSTRACT CO	TAX REFUND	\$	3,170.22
192430	10/06/2023	BATCHIS NESTLE & RELMANN LLC	CLAIMS	\$	14,897.00
192431	10/06/2023	BRIAN PARISAN	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192432	10/06/2023	CASIMIR LEHENKY	TAX REFUND	\$	14.86
192433	10/06/2023	CASALE'S MASTER SPORT SCHED BK	MASTER SPORTS SCHEDULE BOOK	\$	127.00
192434	10/06/2023	CINTAS	OPER/MAINTENANCE SUPPLIES	\$	72.40

**General Fund
October 16, 2023**

192435	10/06/2023	CRAIG CLINGER	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
192436	10/06/2023	DAVID WILSON	PIAA OFFICIALS - GIRLS SOCCER	\$	261.00
192437	10/06/2023	DELAWARE ELEVATOR INC.	MAINTENANCE PLAN	\$	341.00
192438	10/06/2023	DENNIS DAUGHERTY	PIAA OFFICIALS - FIELD HOCKEY	\$	89.00
192439	10/06/2023	DENNEY ELECTRIC SUPPLY	MAINT/ELECTRICAL SUPPLIES	\$	2,444.37
192440	10/06/2023	DOUG SMITH	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192441	10/06/2023	DUTCH -WAY FARM MARKET INC	ATHLETIC SUPPLIES	\$	263.02
192442	10/06/2023	DUTCHWAY HARDWARE	MAINTENANCE SUPPLIES	\$	750.98
192443	10/06/2023	DWIGHT HURST JR	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192444	10/06/2023	EDDIE NUGRAHA	PIAA OFFICIALS - VOLLEYBALL	\$	228.00
192445	10/06/2023	ERYN MCCOY	PIAA OFFICIALS - FIELD HOCKEY	\$	160.00
192446	10/06/2023	ACTIVE INTERNET TECH LLC	TEC SUPPLIES	\$	21,114.00
192447	10/06/2023	HOME DEPOT PRO INSTITUTIONAL	OPER/MAINT-HS MAINT SUP	\$	327.58
192448	10/06/2023	JIM SUMMERS	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192449	10/06/2023	JONATHAN DAMON	PIAA OFFICIALS - JH BOYS SOCCER	\$	132.00
192450	10/06/2023	KADES MARGOLIS CORPORATION	OTHER EMPLOYEE BENEFITS	\$	10,212.80
192451	10/06/2023	KISSELL MOTORSPORTS	EQUIP HOMELAND	\$	28,792.50
192452	10/06/2023	KURTZ BROS	SUPPLIES	\$	465.70
192453	10/06/2023	LANCASTER MENNONITE SCHOOL	IRON BRIDGE INVITATIONAL-DUES/FEES	\$	60.00
192454	10/06/2023	LAN CO TAX COLLECTION BUREAU	BUSINESS-DUES/FEES	\$	140.74
192455	10/06/2023	LISA GRIEST	TITLE II PROF DEV ED SERVICE PLC	\$	4,992.00
192456	10/06/2023	LUKE WILSON	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
192457	10/06/2023	M&B ENVIRONMENTAL INC	OP/MAINT WATER TREAT-PUR SRVCS	\$	88.01
192458	10/06/2023	MARLIN MCGALLICHER	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192459	10/06/2023	CNH INDUSTRIAL RETAIL ACCOUNT	OPER/MAINT- DIST VEHICLE SUP	\$	643.93
192460	10/06/2023	MOCASSIN RUN GOLF CLUB	GOLF BALL ORDER	\$	321.75
192461	10/06/2023	MONTGOMERY AREA SCHL DIST	EDUCATIONAL SERVICES	\$	3,012.08
192462	10/06/2023	MUSIC & ARTS	MUSIC	\$	517.32
192463	10/06/2023	NAPA	MAINTENANCE VEHICLE SUPPLIES	\$	449.65
192464	10/06/2023	ODP BUSINESS SOLUTIONS LLC	SUPPLIES	\$	533.17
192465	10/06/2023	PAUL BURRICHTER	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192466	10/06/2023	PLATINUM EDUCATIONAL GROUP	CTE HOMELAND SECURITY DUES/FEES	\$	2,550.00
192467	10/06/2023	PLAQUES & SUCH	ATHLETICS BANNERS	\$	700.00
192468	10/06/2023	RESOURCE RENTALS & SALES INC	LIGHT TOWER RENTALS	\$	170.00
192469	10/06/2023	RIC SEE	PIAA OFFICIALS - VOLLEYBALL	\$	144.00
192470	10/06/2023	RICHARD T WIMER INC	OPER/MAINT- DIST VEHICLE SUP	\$	261.00
192471	10/06/2023	SCOTT ECKENROD	PIAA OFFICIALS - JH FOOTBALL	\$	80.00
192472	10/06/2023	SHANE ANTON	PIAA OFFICIALS - JH GIRLS SOCCER	\$	195.00
192473	10/06/2023	SOLANCO TRACKSTERS	WAGGONER JH SC INV-DUESFEES	\$	150.00
192474	10/06/2023	SUPERIOR CHEER	CHEERLEADING SUPPLIES	\$	328.50

**General Fund
October 16, 2023**

192475	10/06/2023	THOROWASH LLC	OPER/MAINT - OTHER PROF SVRS	\$	266.00
192476	10/06/2023	TIMOTHY & WONDA SADLER	TAX REFUND	\$	21.75
192477	10/06/2023	TODD REITNOUER	PIAA OFFICIALS - FIELD HOCKEY	\$	160.00
192479	10/06/2023	VICKI ZURBRICK	PIAA OFFICIALS - FIELD HOCKEY	\$	89.00
192480	10/06/2023	WAYNE GOODMAN	PIAA OFFICIALS - GIRLS SOCCER	\$	168.00
D000002727	09/15/2023	ALAN MCILVAIN COMPANY	GENERAL SUPPLIES	\$	3,482.50
D000002728	09/15/2023	ALTHOUSE TRANSPORTATION INC	CONTRACTED CARRERER	\$	30,427.50
D000002729	09/15/2023	AMAZON CAPITAL SERVICES INC	SUPPLIES	\$	430.83
D000002730	09/15/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$	425.17
D000002731	09/15/2023	CCIU	INSTRUCTIONAL SERV. FEE	\$	16,532.90
D000002732	09/15/2023	COLLEGIUM CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$	20,910.24
D000002733	09/15/2023	DELTA DENTAL OF PENNSYLVANIA	SUSPENSE ACCOUNT - DENTAL INS	\$	11,227.10
D000002734	09/15/2023	FREY LUTZ CORPORATION	REPAIR WATER LEAK	\$	6,718.00
D000002735	09/15/2023	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$	938.85
D000002736	09/15/2023	HCSG CAMPUS SERVICE GROUP	JANITORIAL/CUSTODIAN SERVICES	\$	64,717.17
D000002737	09/15/2023	HODOROVICH DARREN	REIMB SUPPLIES	\$	45.26
D000002738	09/15/2023	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	19,927.52
D000002739	09/15/2023	JOHNSTONE SUPPLY	MAINTENANCE SUPPLIES	\$	534.18
D000002740	09/15/2023	KEEN COMPRESSED GAS CO.	CTE MECH SYS TECH SUPPLIES	\$	23.05
D000002741	09/15/2023	LIBERTY DOOR SYSTEMS LLC	CORES	\$	813.29
D000002742	09/15/2023	NRG BUILDING SERVICES INC	OPER/MAINT - OTHER PROF SVRS	\$	239.25
D000002743	09/15/2023	NATIONAL VISION ADMINISTRATORS	SUSPENSE ACCOUNT - VISION INS	\$	2,500.30
D000002744	09/15/2023	OCTORARA AREA SCHOOL DISTRICT	EDDER III SUMMER LIT	\$	1,895.35
D000002745	09/15/2023	PECO	ENERGY	\$	1,831.96
D000002746	09/15/2023	PETROLEUM TRADERS	UNLEADED FUEL	\$	1,598.91
D000002747	09/15/2023	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$	500.00
D000002748	09/15/2023	SDIC	Employer Share W/C	\$	955.20
D000002749	09/15/2023	SIGNAL 88 LLC	DISTRICT SECURITY SERVICES	\$	4,559.72
D000002750	09/15/2023	SUBURBAN TESTING LABS INC	MAINT. WATER TESTING/SUPPLIES	\$	265.00
D000002751	09/15/2023	THOMSON REUTERS	ONLINE/SFTWR SUB CHARGES	\$	263.67
D000002752	09/15/2023	TOWN SERVICE CENTER INC	OPER/MAINT- DIST VEHICLE SUP	\$	298.95
D000002753	09/15/2023	TSA CONSULTING GROUP INC	403B/ROTH/457B	\$	25,845.52
D000002754	09/15/2023	WIGGINS SHREDDING	BUSINESS-PROFESSIONAL SERVICE	\$	1,025.00
D000002755	09/15/2023	WINDLE'S WATER WORKS	WATER	\$	378.00
D000002756	09/18/2023	ALTHOUSE TRANSPORTATION INC	CONTRACTED CARRERER	\$	308,453.00
D000002757	09/18/2023	FRONTIER	OPER/MAINT-TRANS/TELE SERVICE	\$	3,424.99
D000002758	09/18/2023	ORIENTAL TRADING CO. INC.	SUPPLIES	\$	103.70
D000002759	09/22/2023	21ST CENTURY CYBER CHART SCHL	PA CHARTER SCHOOL TUITION	\$	75,714.72
D000002760	09/22/2023	AMAZON CAPITAL SERVICES INC	BUSINESS-GENERAL SUPPLIES	\$	273.58
D000002761	09/22/2023	BUTTS TICKET COMPANY	PARKING TAGS	\$	660.00

General Fund
October 16, 2023

D000002762	09/22/2023	KRISTINA CAMPBELL	TUITION REIMB INSTRUCT STAFF	\$	1,314.00
D000002763	09/22/2023	COYNE CHEMICAL CO.	MAINT. WATER TREATMENT	\$	1,261.80
D000002764	09/22/2023	DAVCO ADVERTISING INC	DISCIPLINE FORMS	\$	678.00
D000002765	09/22/2023	EDWARDS BUSINESS SYSTEMS	COPIER STAPLES	\$	100.32
D000002766	09/22/2023	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$	1,219.01
D000002767	09/22/2023	HODOROVICH DARREN	FACS TRAVEL & CONFERENCE	\$	251.87
D000002768	09/22/2023	ALYSYN HOFFMAN	REIMB SUPPLIES	\$	202.91
D000002769	09/22/2023	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	16,964.82
D000002770	09/22/2023	KEEN COMPRESSED GAS CO.	CTE MECH SYS TECH SUPPLIES	\$	863.48
D000002771	09/22/2023	MONTAGUE SARAH	REIMB SUPPLIES	\$	279.04
D000002772	09/22/2023	THE NEW YORK TIMES	CIRRICULUM DUES/FESS HIGH SCHL	\$	223.60
D000002773	09/22/2023	SAMANTHA J NORRIS	TUITION REIMB INSTRUCT STAFF	\$	3,096.00
D000002774	09/22/2023	OFFICE BASICS INC	SUPPLIES	\$	15,458.00
D000002775	09/22/2023	PECO	ENERGY	\$	41,207.95
D000002776	09/22/2023	PETROLEUM TRADERS CORPORATION	DIESEL FUEL	\$	22,642.35
D000002777	09/22/2023	PROASYS INC	WATER TREAMENT CHEM/SERVICE	\$	615.00
D000002778	09/22/2023	PA SCHOOL BOARDS ASSOC	CONFERENCE	\$	50.00
D000002779	09/22/2023	WILLIAM ROLLINGS	REIMB SUPPLIES	\$	115.20
D000002780	09/22/2023	SAGE TECHNOLOGY SOLUTIONS INC	TECH SRVS-REPAIRS/MAINT	\$	271.80
D000002781	09/22/2023	SUBURBAN TESTING LABS INC	MAINT. WATER TESTING/SUPPLIES	\$	265.00
D000002782	09/26/2023	AMAZON CAPITAL SERVICES INC	TECH SRVS SUPPLIES	\$	12,426.91
D000002783	09/29/2023	AMAZON CAPITAL SERVICES INC	SUPPLIES	\$	2,557.36
D000002784	09/29/2023	AUSTILL'S REHABILITATION SERVICE	OT / PT SERVICES	\$	2,603.02
D000002785	09/29/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$	425.17
D000002786	09/29/2023	CCRN ED & BEHAVIORAL SUPPORT	EDUCATIONAL & BEHAVIORAL SUP	\$	23,882.25
D000002787	09/29/2023	DELTA DENTAL OF PENNSYLVANIA	SUSPENSE ACCOUNT - DENTAL INS	\$	6,553.15
D000002788	09/29/2023	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	88,545.09
D000002789	09/29/2023	LANCASTER-LEBANON IU #13	EDUCATIONAL SERVICES	\$	21,960.81
D000002790	09/29/2023	MARCIA G RAPONE	REIMB DUES/FEES	\$	50.08
D000002791	09/29/2023	WILLIAM ROLLINGS	REIMB SUPPLIES	\$	195.94
D000002792	09/29/2023	CHRISTINA M RUTH	DUES/FEES - FIELD HOCKEY	\$	100.00
D000002793	09/29/2023	SWEET STEVENS KATZ & WILLIAMS	PROFESSIONAL SERVICES	\$	5,157.91
D000002794	09/29/2023	TSA CONSULTING GROUP INC	403B/ROTH/457B	\$	27,351.34
D000002795	10/06/2023	2NDGEAR LLC	EQUIPMENT NEW	\$	10,000.80
D000002796	10/06/2023	3B SERVICES INC.	HEATING PUMP WORK	\$	2,303.00
D000002797	10/06/2023	ALTHOUSE TRANSPORTATION INC	CONTRACTED CARRERER	\$	345,760.16
D000002798	10/06/2023	AMAZON CAPITAL SERVICES INC	BOOKS, SUPPLIES	\$	4,737.69
D000002799	10/06/2023	CENGAGE LEARNING	DIST SECD CURR SOFTWARE-SCIENCE	\$	1,386.00
D000002800	10/06/2023	DEL CO PUB SCHOOLS HEALTHCARE	SUSPENSE ACCOUNT - PRES DRUGS	\$	137,061.68
D000002801	10/06/2023	DELTA DENTAL OF PENNSYLVANIA	SUSPENSE ACCOUNT - DENTAL INS	\$	3,977.00

**General Fund
October 16, 2023**

D000002802	10/06/2023	EDWARDS BUSINESS SYSTEMS	LEASE/COPIER RENTAL	\$	1,996.22
D000002803	10/06/2023	AMANDA FRATERMAN	REIMB TRAVEL/CONF	\$	185.74
D000002804	10/06/2023	FREY LUTZ CORPORATION	DIAGNOSE ISSUES W/ERU	\$	10,972.76
D000002805	10/06/2023	GAP POWER EQUIPMENT	MAINTENANCE SUPPLIES/RENTALS	\$	1,232.17
D000002806	10/06/2023	GENERAL HEALTHCARE RESOURCES	PCA	\$	15,068.90
D000002807	10/06/2023	GRAINGER	BARRELS	\$	3,242.67
D000002808	10/06/2023	HCSG CAMPUS SERVICE GROUP	JANITORIAL/CUSTODIAN SERVICES	\$	3,013.07
D000002809	10/06/2023	CALE A HILBOLT	REIMB TRAVEL/CONF	\$	57.64
D000002810	10/06/2023	HOWETT'S SCREEN PRINTING INC	GOLF POLOS	\$	636.00
D000002811	10/06/2023	PA UC FUND	SUSPENSE ACCOUNT - UNEMP COMP	\$	436.80
D000002812	10/06/2023	LANCASTER-LEBANON IU #13	Cyber Academy - HS TUITION	\$	2,736.10
D000002813	10/06/2023	MARTIN HELENA T	TUITION REIMB INSTRUCT STAFF	\$	840.00
D000002814	10/06/2023	NATIONAL VISION ADMINISTRATORS	SUSPENSE ACCOUNT - VISION INS	\$	1,253.70
D000002815	10/06/2023	OCTORARA GRAPHIC ARTS CLUB	DUES AND FEES	\$	160.00
D000002816	10/06/2023	ORNER'S LANDSCAPES & TREE SERV	LANDSCAPING SERVICES	\$	18,185.00
D000002817	10/06/2023	PECO	ENERGY	\$	2,233.63
D000002818	10/06/2023	PETROLEUM TRADERS	UNLEADED FUEL	\$	3,476.00
D000002819	10/06/2023	PIONEER MANUFACTURING COMPANY	OPER/MAINT-SUPPLIES	\$	687.00
D000002820	10/06/2023	POWERSCHOOL GROUP LLC	TEC SUPPLIES	\$	9,097.87
D000002821	10/06/2023	SUBURBAN TESTING LABS INC	MAINT. WATER TESTING/SUPPLIES	\$	260.00
D000002822	10/06/2023	WITMER PUBLIC SAFETY GROUP	HOMELAND SUPPLIES	\$	1,362.85
			TOTAL	\$	2,084,372.71

Cardmember Services
October 16, 2023

Payment #	Payment Date	VendorName	Description	Amount
192281	09/15/2023	CARDMEMBER SERVICES	MISC REVENUE-CR CARD REBATES	\$ (1,100.00)
192281	09/15/2023	CARDMEMBER SERVICES	HOME DEPOT, TRACTOR SUPPLY	\$ 1,979.02
192281	09/15/2023	CARDMEMBER SERVICES	WEIS, DUTCHWAY	\$ 214.93
192281	09/15/2023	CARDMEMBER SERVICES	PRO LOOK UNIFORM	\$ 69.95
192281	09/15/2023	CARDMEMBER SERVICES	FEDERAL TAPHOUSE, PENN STATE HOTEL & CONF	\$ 618.46
192281	09/15/2023	CARDMEMBER SERVICES	BLACK HORSE ANIMAL HOSPITAL	\$ 139.06
192281	09/15/2023	CARDMEMBER SERVICES	PLATINUM EDUCATIONAL GRP	\$ 500.00
192281	09/15/2023	CARDMEMBER SERVICES	CHRISTIANS FITNESS FACTORY	\$ 490.00
192281	09/15/2023	CARDMEMBER SERVICES	LONGSTRETH SPORTING GOODS	\$ 582.38
192281	09/15/2023	CARDMEMBER SERVICES	FISHER PAINTS	\$ 451.88
192281	09/15/2023	CARDMEMBER SERVICES	SCHOOL PRIDE LTD	\$ 1,100.00
192281	09/15/2023	CARDMEMBER SERVICES	AMAZON- SUPPLIES, TEACHERSPAYTEACHERS	\$ 306.17
192281	09/15/2023	CARDMEMBER SERVICES	PIZZA BOX- SCHEDULING MEETING	\$ 70.00
192281	09/15/2023	CARDMEMBER SERVICES	COUNSELING ESSENTIALS	\$ 59.00
192281	09/15/2023	CARDMEMBER SERVICES	SP PAC INC	\$ 10.00
192281	09/15/2023	CARDMEMBER SERVICES	THE MASTER TEACHER	\$ 249.80
192281	09/15/2023	CARDMEMBER SERVICES	TIMS	\$ 100.00
192281	09/15/2023	CARDMEMBER SERVICES	SSD COUGARS	\$ 150.00
192281	09/15/2023	CARDMEMBER SERVICES	INDEED JOBS	\$ 2,173.28
192281	09/15/2023	CARDMEMBER SERVICES	ORIENTAL TRADING COMPANY: INCENTIVES	\$ 55.18
192281	09/15/2023	CARDMEMBER SERVICES	SP XTOOL STORE, KICKSTARTER, STOLTZFUS FARM	\$ 2,046.38
192281	09/15/2023	CARDMEMBER SERVICES	RSS.COM, MAKE: MEMBERSHIPS	\$ 49.99
192281	09/15/2023	CARDMEMBER SERVICES	SHAPER TRACE, APPLE.COM	\$ 406.99
192281	09/15/2023	CARDMEMBER SERVICES	THE K12 OER COLLABORATE	\$ 258.64
192281	09/15/2023	CARDMEMBER SERVICES	MIX AND MATH LLC , ASCD RESOURCES	\$ 360.45
192281	09/15/2023	CARDMEMBER SERVICES	PIZZA BOX- SCHEDULING MEETING	\$ 52.00
			TOTAL	\$ 11,393.56

Octorara Area School District

228 Highland Road • Atglen, PA 19310 • Phone: 610-593-8218

~Maximize Every Learner's Opportunities For Success~

Job Title:	Production Cook
Reports to:	Production Manager
Terms of Employment:	187 days, 188 days 5 days a week, 5.75 hours per day
Supervises:	N/A

Job Description

Perform all aspects of food preparation, production and sanitation within the cafeteria. Provide customer service to students and staff and work as a team player.

Requirements for Position

Experience:

- Knowledge of quantity of food preparation and service
- Attention to detail
- Knowledge in providing professional customer service
- Operation of a cash register or point of sale system

Education:

- High School diploma

Core Responsibilities and Competencies

Responsibilities:

- Prepare meals and a la carte items
- Prepare quantity items in advance of serving days as needed or requested by the Production Manager
- Some scratch preparation may be required
- Serve meals in a portion controlled environment
- At the end of meals, count leftover portions and store according to regulations
- Wash dishes, restock clean dishes and utensils and clean up the kitchen
- Cashiers count money and prepare daily till reconciliation
- Assist team leader with filling out logs and daily production reports
- Assist team leader with monthly inventory of all food supplies as well as weekly ordering inventories
- Perform other duties as assigned by the site leader or the Production Manager
- Maintain a high standard of sanitation and safety in all phases of the food service program

- Take the daily temperature of the refrigerator, freezer, hot and cold food
- Be familiar with equipment and be knowledgeable about its usage and proper care and ensure that all equipment in the cafeteria is in safe, working condition and notifies the appropriate authority when repairs are needed
- To be familiar with the daily menu to be certain if a substitution is made it meets nutritional standards
- Train new cafeteria workers and substitutes as needed
- Participate in catering activities as needed on/off sites
- Responsible for attending food certification classes and all other appropriate workshops

Competencies:

- Ability to add, and subtract two digit numbers and to multiply and divide with 10's and 100's
- Ability to perform these operations using units of American money, weight measurements and volume
- Ability to apply common sense understanding to carry out detailed written or oral instructions
- Ability to solve problems involving a few concrete variables in standardized situations. Ability to work in a friendly manner with co-workers and students
- Ability to communicate clearly and concisely both in oral and written form
- Ability to count use weight & volume measurements to figure out yield per pound and recipe
- Ability to complete food order, count money, take inventory and production sheets with accuracy
- Ability to supervise staff, solve problems, use common sense with decision making, be a team player and follow DOE/USDA guidelines
- Ability to communicate in writing and orally professionally
- Ability to operate a cash register and a point of sale system with accuracy

Physical Demands:

- Ability to keep balance on slippery floors and spend a significant part of workday reaching, twisting, stooping, bending, walking, and pushing and pulling objects up to a weight of 50 pounds
- Able to pick, handle, and grasp objects. Extensive reaching of the hands and arms above and below the waist throughout the workday required
- Able to lift objects up to 30 inches weighing up to 50 pounds.
- Exposure to poor ventilation with little exposure to adverse or outside atmospheric conditions. Able to use stoves, dishwashers, mixers, steamers, ovens, slicers, and other kitchen type equipment and utensils
- While performing the duties of this job, the employee is frequently required to sit 0-1 hours at a time, 1-2 hours per day. Required 2-4 hours of standing at a time, 4-6 hours per day. Requires 2-4 hours of walking at a time, 4-6 hours per day. Requires 0-1 hours of driving a van at a time, 0-2 hours per day
- The employee is frequently required to talk and listen
- The position requires the employee to frequently repeat the same hand, arm or finger motion many times
- The position requires the employee to frequently use hand strength to grasp utensils
- The position requires the employee to lift and or move approximately the following:

- Between 20 to 35 lbs; consistently on a daily basis and lift up to 40 lbs. occasionally
- On a daily basis the employee is required to tray, pre-portion and move steam table
- pans and bun pans weighing 9 to 15 pounds, up to 24 times a day during a 4 hour period

Sensory Abilities:

- See with near acuity of less than 20 inches with depth perception, field of vision, and accommodation. Requires mid range of vision more than 20 inches and less than 20 feet.
- Able to hear with 40-decibel loss maximum

Work Environment:

- While performing the duties of this job, the employee occasionally works in temperatures above 90° and below 32° and occasionally will walk on slippery surfaces.
- The employee must be able to meet deadlines with severe time constraints and interact with the public and other workers
- The employee has direct responsibility for the safety and well being of others.
- The noise level in the work environment is frequently loud to where you have to raise your voice to be heard

Temperament:

- Must possess excellent interpersonal skills
- Must be able to work in an environment with frequent interruptions
- Able to make judgments and work under high level of stress

Cognitive Ability:

- Ability to communicate effectively
- Ability to organize tasks
- Ability to handle multiple tasks
- Ability to exercise good judgment
- Ability to read recipes, etc.
- Ability to communicate verbally and in writing, computer and e-communication skills.

(Reasonable accommodations may be made to enable a qualified individual with a disability or disabilities to perform the primary duties and responsibilities of the job.)

Evaluation

- Evaluated annually by the Production Manager

SOFTWARE AS A SERVICE AGREEMENT

Health eTools

This Software as a Service Agreement (this “**Agreement**”), effective as of August 1st, 2023 (the “**Effective Date**”), is entered into by and between Health eTools, LLC., a Delaware corporation with offices at 285 Kappa Dr. Pittsburgh, PA 15238 (“**HeT**”) and Octorara Area School District with offices at 228 Highland Rd. Ste. 1 Atglen PA 19310 (“**Customer**”). HeT and Customer may be referred to collectively as the “**Parties**” or individually as a “**Party**.”

WHEREAS, *Health eTools™* is a daily electronic medical record (EMR) software platform that enables school health services staff to collect, aggregate, and report routine and common health-related information; and

WHEREAS, Customer would otherwise use employees to provide similar functions or results as *Health eTools* provides, and HeT desires to provide and Customer desires to receive *Health eTools*, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set out herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound hereby, agree as follows:

1. Services.

(a) Software as a Service. HeT will make available to Customer the *Health eTools* platform on a software as a service basis, providing the functionality set out in Schedule 1 to this Agreement (the “**Services**”). The Services will enable Customer school health services staff to collect, aggregate, and report information about health-related encounters experienced by students and staff, including to generate required Pennsylvania-specific reports, including, without limitation: (i) reporting to the School Health Annual Reimbursement Request System (SHARRS), (ii) the State Immunization Law Report (SILR), (iii) School Immunization Reporting, and (iv) screening reports required by Pennsylvania law.

(b) Service Updates. HeT may release from time to time updates to the Services for bugfixes, code and security enhancements, and at times, additional functionality, but excluding new Services or other Service improvements, for which HeT may charge a separate Fee. HeT will provide the Customer’s IT Contact with details regarding the timing and content of any release.

2. Access and Use.

(a) Provision of Access. Subject to the terms and conditions of this Agreement, HeT hereby grants Customer a non-exclusive, non-transferable right and license to access and use the Services during the Term, solely for use by Customer’s employees who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Agreement (“**Authorized Users**”) in accordance with the terms and conditions contained in this Agreement and subject to any appropriate adjustment of the Fees payable hereunder.

(b) Third Party Access. Agreements between Customer and third parties (including consultants, contractors, and private, public, and parochial schools) (each, a “**Third-Party User**”) may require Customer to provide to a Third-Party User access to the Services or data transmitted through the Services. Customer shall

obtain HeT's prior written consent before Customer provides access to the Services or transmits data through the Services to any Third-Party User. Customer acknowledges and agrees that HeT may in its sole discretion condition any access or transmission to a Third-Party User on execution of an agreement between that Third-Party User and HeT's.

(c) Responsibility for Use. Customer is responsible and liable for all uses of the Services resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Users and Third-Party Users and any act or omission by an Authorized User or Third-Party User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall notify HeT promptly of any actual or suspected unauthorized use of the Services, or any other breach or suspected breach of this Agreement.

(d) Use Restrictions. Customer shall not use the Services for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized User or Third-Party User to: (i) copy, modify, or create derivative works of the Services, in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Services; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Services, in whole or in part; (iv) remove any proprietary notices from the Services; or (v) use the Services in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law.

(e) Reservation of Rights. HeT reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to HeT Intellectual Property (as defined in Section 6(a)).

(f) Suspension. Notwithstanding anything to the contrary in this Agreement, HeT may suspend Customer's and any Authorized User or Third-Party User access to any portion or all of the Services if HeT reasonably determines that Customer or any of its Authorized Users or Third-Party Users have breached this Agreement.

3. Customer Responsibilities.

(a) Parent and Eligible Student Consent. Customer acknowledges and agrees that it has obtained, and is solely responsible to obtain, all required consents, and has made and will make all required disclosures, for the creation, transmission, and use of any personally identifiable information of any person, including any information that may constitute an education record under the Family Educational Records Privacy Act of 1974 and regulations promulgated thereunder.

(b) Data Formatting. Customer shall submit Customer Data (as defined in Section 6(b)) through the Services using the Student Demographic template provided by HeT and securely transfer Customer Data using the API and other interfaces made available or required by HeT, including via acceptable student information system or secure FTP site using auto send capability.

(c) Designated Personnel.

(i) Customer shall designate an individual to be the primary point of contact and responsible decisionmaker for all administrative and Authorized User access issues that arise during the Term of this Agreement (the “**Administrator**”). Among other things the Administrator is responsible for adding, removing, and confirming the identity of all Authorized Users and for maintaining current and accurate user information in the system, including, without limitation: (1) nurse active/inactive status; (2) school assignments within a district; and (3) accurate credentialing/licensing information. The contact information for the Administrator is set out below, and any changes to the identity of the Administrator must be submitted in writing to HeT’s Customer Service Center.

Name:	
Title:	
Email:	
Phone:	

(ii) Customer shall designate an individual to be the primary point of contact and responsible decisionmaker for all technical issues that arise during the Term of this Agreement (the “**IT Contact**”). Among other things the IT Contact is responsible for ensuring the formatting, integrity, and security of Customer Data submitted through the Services and the interoperation of Customer technology with the Services. The contact information for the IT Contact is set out below, and any changes to the identity of the IT Contact must be submitted in writing to HeT’s Customer Service Center.

Name:	
Title:	
Email:	
Phone:	

(d) Software/Hardware Requirements. The Customer agrees to maintain computer and network hardware and software resources sufficient to continuously support its use of the Services, consistent with the requirements HeT provides to the IT Contact from time to time.

(e) Effect of Customer Failure or Delay. HeT is not responsible or liable for any delay or failure of performance caused in whole or in part by Customer's delay in performing, or failure to perform, any of its obligations under this Agreement.

4. Service Availability and Customer Support.

(a) Customer Support Center. Customer will receive upon reasonable request helpdesk and support services (“**Customer Service**”). Customer Service will be available via email and telephone Monday through Friday from 7:00 a.m. – 5 p.m. except commonly observed holidays as posted. Customer Service may also be reached at any time using the online reporting system to file a customer service request at www.healthetools.com and clicking on the link for the Support Center. Training on the use of the Services may be scheduled by contacting Customer Service to set an appointment.

(b) Service Availability. Subject to the terms and conditions of this Agreement, HeT shall use commercially reasonable efforts to make the Services functionally operational for 99.95% of every working weekday (“**Available**”). For the purposes of this Agreement, “**functionally operational**” means the Services are

operating without material degradation, consistent with Schedule 1 to this Agreement and a “**working weekday**” means Monday through Friday from 7:00 a.m. – 5 p.m. except commonly observed holidays as posted. HeT will respond to Service requests as follows:

<u>Classification</u>	<u>Description</u>	<u>Response Time</u>
High Service Error	<ul style="list-style-type: none">• Issue affecting all Services or single critical function.• Services down or operating in materially degraded state.• Data integrity at risk.• Widespread access interruptions.	1 business day
Medium Service Error	<ul style="list-style-type: none">• Service is operating with minor issues that can be addressed with a work around.	5 business days
Low Service Error	<ul style="list-style-type: none">• Request for assistance, information, or services that are routine in nature.	10 business days

(c) Downtime. Customer acknowledges that there will be scheduled downtime and that some aspects of the Services may be unavailable for short periods of time due to circumstances beyond the reasonable control of HeT, including, without limitation: (i) routine maintenance/downtime; (ii) outages suffered or caused by Customer or a third party; (iii) server over-utilization; or (iv) an event force majeure.

5. Fees and Payment.

(a) Fees.

(i) The fees for the Services are set out in the fee quote provided by HeT prior to the Effective Date of this Agreement (“**Fees**”). HeT will invoice Customer periodically in advance for all recurring Fees as set forth in such fee quote, and on such terms as the Parties may agree in writing for hourly or nonrecurring Fees. HeT may adjust Fees prior to the commencement of any Renewal Term and will advise Customer at least twelve months before any Fee adjustment takes effect.

(ii) If Customer fails to make any payment when due, without limiting HeT’s other rights and remedies: (1) HeT may charge interest on the past due amount at the rate of 1.5% per month or, if lower, the highest rate permitted under applicable law; and (2) if such failure continues for more than 10 days HeT may suspend Customer’s and all Authorized User and Third-Party User access to any portion or all of the Services until such amounts are paid in full.

(iii) All amounts payable to HeT under this Agreement shall be paid by Customer to HeT in full without any setoff, recoupment, counterclaim, deduction, debit, or withholding for any reason.

(b) Taxes. Fees are exclusive of taxes and similar assessments. Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on HeT’s income.

(c) Fees for Data Extraction and Custom Reports.

(i) As set out in Section 2(b) of this Agreement, Customer must obtain HeT's consent before granting access to the Services or transmitting data using the Services to any Third-Party User. Access to required Pennsylvania reports will be provided at no charge to Third-Party Users that have contracted with HeT to utilize its Services. Otherwise a separate Fee will be charged for data transmission or other use of the Services, which if not paid by the Third-Party User when due shall be paid by Customer.

(ii) Customer requests for data extracts and/or custom reports must be made in writing and submitted to Customer Service. The cost and time to extract data from the Services varies based on the scope of the request, the amount of data to be extracted, and other factors.

(iii) HeT will provide Customer with a price quote and estimated time of completion for any standard data extraction request within two business days after receipt and for any custom data extraction or report request within seven business days after receipt. Quotes will be based on the hourly rates set out in price quote provided by HeT, as adjusted by HeT from time to time.

6. Intellectual Property Ownership; Feedback.

(a) HeT Intellectual Property. Customer acknowledges that, as between Customer and HeT, HeT owns all right, title, and interest, including all intellectual property rights, in and to the HeT Intellectual Property. "HeT Intellectual Property" means any and all registered and unregistered rights granted, applied for, or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection, or other intellectual property rights laws, and all similar or equivalent rights or forms of protection, in any part of the world, in and to the Services, whether provided or made available to Customer or any Authorized User or Third-Party User in connection with the Services. For the avoidance of doubt, HeT Intellectual Property includes Aggregated Statistics (as defined in Section 6(c)), Feedback (as defined in Section 6(d)(i)) and any information, data, or other content derived from HeT's monitoring of Customer, Authorized User, or Third-Party access to or use of the Services, but does not include Customer Data.

(b) Customer Data. HeT acknowledges that, as between HeT and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data. Customer hereby grants to HeT a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for HeT to provide the Services to Customer and its Authorized Users and Third-Party Users, and a non-exclusive, perpetual, irrevocable, royalty-free, worldwide license to reproduce, distribute, modify, create derivative works from, and otherwise use and display Customer Data incorporated within the Aggregated Statistics, provided that such Customer Data is deidentified as set out in 45 CFR § 164.514. "Customer Data" means, other than Aggregated Statistics, information, data, and other content, in any form or medium, that is submitted, posted, or otherwise transmitted by or on behalf of Customer, an Authorized User, or Third-Party User through the Services.

(c) Feedback. If Customer or any of its Authorized Users or Third-Party Users sends or transmits any communications or materials to HeT by mail, email, telephone, or otherwise, suggesting or recommending changes to the Services, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("Feedback"), HeT shall own such Feedback and be free to use it without attribution or payment to the person or entity providing such Feedback.

(d) Aggregated Statistics.

(i) Notwithstanding anything to the contrary in this Agreement, HeT may monitor Customer and Authorized User and Third-Party User use of the Services and collect and compile Aggregated Statistics. “**Aggregated Statistics**” means data and information related to or derived from Customer and any Authorized User or Third-Party User use of the Services, used by HeT in an aggregate and anonymized manner, including Customer Data deidentified as set out in 45 CFR § 164.514 and compiled statistical and performance information related to the provision and operation of the Services.

(ii) As between HeT and Customer, all right, title, and interest in and to Aggregated Statistics, including all intellectual property rights therein, belong to and are retained solely by HeT. Customer acknowledges that HeT may compile Aggregated Statistics based on Customer Data input into the Services. Customer agrees that HeT may make Aggregated Statistics publicly available in compliance with applicable law and use Aggregated Statistics to the extent and in any manner not prohibited by applicable law.

7. Data Practices.

(a) Legal Compliance.

(i) HeT will use commercially reasonable efforts to comply with the Family Educational Rights and Privacy Act of 1974 (“**FERPA**”) and the Health Insurance Portability and Accountability Act of 1996 (“**HIPAA**”). HeT will execute upon reasonable request a Business Associate Agreement substantially in the form attached to this Agreement as Exhibit A.

(ii) Customer covenants, represents, and warrants that it has maintained and will maintain all required consents and has provided and will provide all required disclosures under HIPAA for the sharing of protected health information and under FERPA for the disclosure of personally identifiable information, including education records.

(b) Data Security.

(i) HeT uses a comprehensive set of data privacy and security capabilities to prevent unauthorized disclosure of Customer Data. HeT uses strong user authentication features and uses commercially reasonable efforts to maintain administrative, physical, and technical safeguards to protect Customer Data.

(ii) HeT restricts physical and remote access to the servers on which Customer Data is located, monitors remote access attempts, performance and load related activities, maintains firewalls and appropriate security software, uses elevated security rules for all of its business operations systems including multi-factor authentication, strong password requirements, incident management rapid response methods, verbose access logging and alerts, automated data retention policies, and data loss prevention systems.

(iii) HeT uses industry standard encryption techniques for any data transmissions by the server. These techniques include, but are not limited to, secure socket layer (SSL), transport layer security (TLS) and secure shell (SSH). Data transmitted through the Services by the Customer will be over HTTPS protocol and HeT will provide the Customer with the required third party verified SSL certificate.

(c) Data Backups. To protect the integrity and availability of Customer Data, HeT completes routine backups of Customer Data and establishes and implements procedures to create and maintain retrievable exact copies of Customer Data. The Services do not replace the need for Customer to maintain regular data backups or

redundant data archives. In the event of any loss, destruction, damage, or corruption of Customer Data caused by the Services, HeT will, as its sole obligation and liability and as Customer's sole remedy, use commercially reasonable efforts to restore the Customer Data from HeT's then most current backup of such Customer Data.

(d) Third-Party Provider Compliance. The applications and systems used by HeT to provide Services include services provided to HeT by third parties that maintain international attestations of compliance, for the services and platforms they provide, including NIST 800-171, NIST-CSF, HITRUST CSF, and HIPAA/HITECH. HeT maintains the usage of these applications and systems in accordance with a comprehensive HeT Information Security Risk Management Plan (ISRMP), available to Customer upon request.

8. Limited Warranty and Warranty Disclaimer.

(a) Limited Warranty. HeT warrants that when accessed and used in accordance with this Agreement and instructions from HeT the Services will be Available (the "**Limited Warranty**"). HeT does not make any representations or guarantees regarding uptime or availability of the Services. Termination of this Agreement and a pro rata refund of any Fees paid in advance are Customer's sole remedies and HeT's entire liability for any breach of the Limited Warranty, even if the remedy fails of its essential purpose.

(b) Disclaimer. EXCEPT FOR THE LIMITED WARRANTY, THE SERVICES AND ALL HeT INTELLECTUAL PROPERTY ARE PROVIDED "AS IS" AND HeT HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. HeT SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN SECTION 8(a), HeT MAKES NO WARRANTY OF ANY KIND THAT THE SERVICES OR THE RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

9. Indemnification.

(a) HeT Indemnification.

(i) HeT shall indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) ("**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding that the Services, or any use of the Services in accordance with this Agreement, infringes or misappropriates such third party's US intellectual property rights, provided that Customer promptly notifies HeT in writing of the claim, cooperates with HeT, and allows HeT sole authority to control the defense and settlement of such claim.

(ii) If such a claim is made or appears possible, Customer agrees to permit HeT, at HeT's sole discretion, to (1) modify or replace the Services, or component or part thereof, to make it non-infringing, or (2) obtain the right for Customer to continue use. If HeT determines that neither alternative is reasonably available, HeT may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, and refund to Customer pro rata any advance payments made for Services that have been terminated.

(iii) This indemnification will not apply to the extent that the alleged infringement arises from: (1) use of the Services in combination with data, software, hardware, equipment, or technology not

provided by HeT or authorized by HeT in writing; (2) modifications to the Services not made by HeT; (3) Customer Data; (4) use of the Services by a third-party that is not an Authorized User or Third-Party User approved by HeT; (5) use of the Services by Customer (or any Authorized User or Third-Party User) in any manner inconsistent with this Agreement and/or instructions from HeT; or (6) failure to timely implement any modifications, upgrades, replacements, or enhancements to the Services made available to Customer (or any Authorized User or Third-Party User) by or on behalf of HeT.

(b) Customer Indemnification. Customer shall indemnify, hold harmless, and, at HeT's option, defend HeT from and against any Losses in connection with any claim: (i) that the Customer Data infringes, violates, or misappropriates such third party's rights, including US intellectual property rights; or (ii) arising from (1) the negligent or more culpable conduct of Customer or any Authorized User or Third-Party User or (2) use of the Services by Customer or any Authorized User or Third-Party User in a manner not authorized by this Agreement or in violation of applicable law.

(c) Sole Remedy. THIS SECTION SETS FORTH CUSTOMER'S SOLE REMEDIES AND HeT's SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SERVICES INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

10. Limitations of Liability. IN NO EVENT WILL HeT BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT OR THE SERVICES UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (a) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (b) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (c) LOSS OF GOODWILL OR REPUTATION; (d) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (e) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER HeT WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL HeT's AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID TO HeT FOR SERVICES IN THE TWELVE MONTH PERIOD IMMEDIATELY PRECEDING THE DATE ON WHICH THE CLAIM AROSE.

11. Term and Termination.

(a) Term. This Agreement commences on the Effective Date and continues in effect until **July 31st, 2026** (the "**Initial Term**"). After the Initial Term, this Agreement automatically renews for successive one-year periods commencing on **August 1st, 2026** (each, a "**Renewal Term**") unless either Party notifies the other party in writing on or before **March 31st, 2026** that it intends to terminate the Agreement at the end of the Initial Term or current Renewal Term. The "**Term**" of this Agreement includes the Initial Term and all Renewal Terms.

(b) Termination. Either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (i) materially breaches this Agreement, and such breach is incapable of cure; or if capable of cure, remains uncured 30 days after the non-breaching Party provides the breaching Party written notice of such breach; (ii) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (iii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (iv) makes or seeks to make a general assignment for the benefit of its creditors;

or (v) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

(c) **Effect of Expiration or Termination.** Upon termination of this Agreement, Customer shall immediately discontinue use of the Services. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination or entitle Customer to any refund. Provided Customer has made all payments owed to HeT, HeT will assist Customer in exporting or migrating Customer Data to Customer or to a third party designated by Customer, subject to payment of data extraction fees at then-current rates and in accordance with Section 5(c). If Customer discontinues Services prior to the end of the Initial Term or any Renewal Term no refunds will be given.

12. Notices. All notices, claims, demands, and waivers under this Agreement (each, a "**Notice**") must be in writing and addressed to the other Party at its address set out above (or to such other address that the receiving Party may designate from time-to-time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in all cases, costs prepaid and proof of delivery required). A Notice is effective only (a) on receipt or refusal by the receiving Party, and (b) if the Party giving the Notice has complied with the requirements of this Section.

13. Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

14. Amendment and Modification; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to or modification of this Agreement and signed by an authorized representative of each Party. No waiver under this Agreement is effective unless it is in writing and signed by an authorized representative of the Party waiving its right.

15. Equitable Remedies. Customer acknowledges and agrees that (a) a breach or threatened breach by Customer of any of its obligations under Section 6 of this Agreement would give rise to irreparable harm to HeT for which monetary damages would not be an adequate remedy and (b) in the event of a breach or a threatened breach by Customer of any such obligations, HeT shall, in addition to any and all other rights and remedies that may be available at law, be entitled to all equitable relief that may be available from a court of competent jurisdiction, without any requirement to post a bond or other security.

16. Assignment. Customer shall not assign, subcontract, delegate, or otherwise transfer this Agreement, or its rights and obligations herein, in whole or in part, without obtaining the prior written consent of HeT, and any attempted assignment, subcontract, delegation, or transfer in violation of the foregoing will be null and void. HeT may assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Customer.

17. Governing Law; Jurisdiction. This Agreement, including all schedules and exhibits attached to this Agreement, and all matters arising out of or relating to this Agreement, are governed by, and construed in accordance with, the laws of the Commonwealth of Pennsylvania, without regard to its conflict of laws provisions. Any claim, controversy, or dispute arising out of or relating to this Agreement or the Services, whether sounding in contract, equity, tort, fraud, or for statutory claims, shall be brought exclusively in the Court of Common Pleas of Allegheny County, Pennsylvania or, if jurisdiction therein so obtains, the U.S. District Court for the Western District of Pennsylvania. Each Party irrevocably consents and submits to the exclusive jurisdiction of these courts for resolution of all claims, controversies, and disputes between them.

18. Force Majeure. HeT shall not be liable or responsible to Customer, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by or results from acts beyond HeT's reasonable control, including, without limitation: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities, terrorist threats or acts, riot, or other civil unrest; (d) law or regulations; (e) data transmission and data facility outages and delays; (f) action by any governmental authority; (g) national or regional emergency; (h) epidemic or pandemic; (i) strikes, labor stoppages, or slowdowns or other industrial disturbances; and (j) shortage of adequate power or transportation facilities (each a "**Force Majeure Event**").

19. Relationship of Parties. Nothing in this Agreement creates any agency, joint venture, partnership or other form of joint enterprise, employment or fiduciary relationship between the Parties. HeT is an independent contractor pursuant to this Agreement. Neither Party has any express or implied right or authority to assume or create any obligations on behalf of or in the name of the other Party or to bind the other Party to any contract, agreement, or undertaking with any third party.

20. Counterparts. This Agreement may be executed in counterparts, each of which is deemed to be an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered electronically in portable document format (.pdf) is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

21. Entire Agreement. This Agreement, including all schedules, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter.

[Signature page follows]

22.

IN WITNESS WHEREOF, the Parties, through their duly authorized representatives, hereby execute this Software as a Service Agreement as of the Effective Date.

Health eTools, LLC.

By: Kevin Jameson

Name: Kevin Jameson

Title: President

Date: _____

Octorara Area School District

By: _____

Name: _____

Title: _____

Date: _____

SCHEDULE 1

Services (Health eTools Software Platform)

The Services provide the following functionality:

Account Management

Create and maintain user accounts with appropriate access/privileges and school assignments.

Student Demographic Data Maintenance

Manage student demographic data to provide nurses with ready access to student name and other information necessary for health care and follow up encounters.

Student Encounter Documentation

Document scheduled and unscheduled student health encounters with the ability to aggregate and properly format the data for SHARRS report submission.

Standing Orders

Create district-wide standing orders assignable to the appropriate schools, with parental authorization and other information indicated.

Appointments and Medication Orders

Create routine, prn/as-needed, and self-administered medication orders and appointment lists indicating the time students are scheduled for routine medications, as well as appointments to receive medication and follow-up encounters.

Progress Notes

Create, capture, and have ready access to progress notes and guardian contact notes.

Mandated Screening Data Capture and Reporting

Capture, track, aggregate, and properly format mandated screenings data for SHARRS report submissions.

Immunization Compliance Data Capture and Reporting

Capture immunization data and validate immunization compliance status based on grade level, including compliance and individual student immunization reporting.

State Mandated Reporting

Capture, aggregate, and properly format data for all required components of the SHARRS reports and the PA SILR report.

EXHIBIT A

Form of Business Associate Agreement

HIPAA BUSINESS ASSOCIATE AGREEMENT

Pursuant to the Health Insurance Portability and Accountability Act of 1996, as amended ("**HIPAA**"), **Octorara Area School District** ("**Covered Entity**") and Health eTools, LLC. ("**Business Associate**"), enter into this Business Associate Agreement ("**BAA**") as of **August 1st, 2023** (the "**Effective Date**") that addresses the HIPAA requirements with respect to "business associates," as defined under the privacy, security, breach notification, and enforcement rules at 45 C.F.R. Part 160 and Part 164 ("**HIPAA Rules**"). A reference in this BAA to a section in the HIPAA Rules means the section as in effect or as amended.

A. This BAA is intended to ensure that Business Associate will establish and implement appropriate safeguards for the Protected Health Information ("**PHI**") (as defined under the HIPAA Rules) that Business Associate may receive, create, maintain, use, or disclose in connection with the functions, activities, and services that Business Associate performs for Covered Entity. The functions, activities, and services that Business Associate performs for Covered Entity are defined in the Software as a Service Agreement entered into by Covered Entity and Business Associate (the "**Underlying Agreement**").

B. Pursuant to changes required under the Health Information Technology for Economic and Clinical Health Act of 2009 (the "**HITECH Act**") and under the American Recovery and Reinvestment Act of 2009 ("**ARRA**"), this BAA also reflects federal breach notification requirements imposed on Business Associate when "**Unsecured He**" (as defined under the HIPAA Rules) is acquired by an unauthorized party, and the expanded privacy and security provisions imposed on business associates.

C. A reference in this BAA to the Privacy Rule means the Privacy Rule, in conformity with the regulations at 45 C.F.R. Parts 160-164 (the "**Privacy Rule**") as interpreted under applicable regulations and guidance of general application published by the HHS, including all amendments thereto for which compliance is required, as amended by the HITECH Act, ARRA, and the HIPAA Rules. Unless the context clearly indicates otherwise, capitalized terms used and not defined in this BAA have the meaning given to them in HIPAA or the HIPAA Rules.

1. GENERAL OBLIGATIONS OF BUSINESS ASSOCIATE.

(a) Business Associate agrees not to use or disclose PHI, other than as permitted or required by this BAA or as Required By Law, or if such use or disclosure does not otherwise cause a Breach of Unsecured PHI.

(b) Business Associate agrees to use appropriate safeguards, and comply with Subpart C of 45 C.F.R. Part 164 with respect to ePHI, to prevent use or disclosure of PHI other than as provided for by the BAA.

(c) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate as a result of a use or disclosure of PHI by Business Associate in violation of this BAA's requirements or that would otherwise cause a Breach of Unsecured PHI.

(d) The Business Associate agrees to report to Covered Entity any Breach of Unsecured PHI not provided for by the BAA of which it becomes aware within five (5) calendar days of "discovery" within the meaning of the HITECH Act. Business Associate shall provide any available information that Covered Entity is required to include to the individual under 45 C.F.R. § 164.404(c). Business Associate's notification of a Breach of

Unsecured PHI under this Section shall comply in all respects with each applicable provision of Section 13400 of Subtitle D (Privacy) of ARRA, the HIPAA Rules and related guidance issued by the Secretary or the delegate of the Secretary from time to time.

(e) Business Associate agrees, in accordance with 45 C.F.R. §§ 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, to require that any Subcontractors that create, receive, maintain, or transmit PHI on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information

(f) Business Associate agrees to make available PHI in a Designated Record Set as necessary to satisfy Covered Entity's obligations under 45 C.F.R. § 164.524

(g) Business Associate agrees that when requesting, using, or disclosing PHI in accordance with 45 C.F.R. § 164.502(b)(1) that such request, use, or disclosure shall be to the minimum extent necessary, including the use of a "limited data set" as defined in 45 C.F.R. § 164.514(e)(2), to accomplish the intended purpose of such request, use, or disclosure, as interpreted under related guidance issued by the Secretary from time to time.

(h) Business Associate agrees to account for the following disclosures:

(i) Business Associate agrees to maintain and document disclosures of PHI and Breaches of Unsecured PHI and any information relating to the disclosure of PHI and Breach of Unsecured PHI in a manner as would be required for Covered Entity to respond to a request by an individual or the Secretary for an accounting of PHI disclosures and Breaches of Unsecured PHI.

(ii) Business Associate agrees to provide to Covered Entity, or to an individual at Covered Entity's request, information collected in accordance with this Section, to permit Covered Entity to respond to a request by an individual or the Secretary for an accounting of PHI disclosures and Breaches of Unsecured PHI.

(iii) Business Associate agrees to account for any disclosure of PHI used or maintained as an Electronic Health Record (as defined in Section 5) ("EHR") in a manner consistent with 45 C.F.R. § 164.528 and related guidance issued by the Secretary from time to time; provided that an individual shall have the right to receive an accounting of disclosures of EHR by the Business Associate made on behalf of the Covered Entity only during the three years prior to the date on which the accounting is requested.

2. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE.

Business Associate agrees to receive, create, use, or disclose PHI only in a manner that is consistent with the Underlying Agreement, this BAA, the Privacy Rule, or Security Rule, including to create Aggregated Statistics using PHI de-identified in accordance with 45 C.F.R. § 164.514(a)-(c); provided that the use or disclosure would not violate the Privacy Rule, including 45 C.F.R. § 164.504(e), if the use or disclosure would be done by Covered Entity.

3. OBLIGATIONS OF COVERED ENTITY.

Covered Entity shall:

(a) Obtain all required consents and make all required disclosures necessary to lawfully disclose or make available PHI to Business Associate.

(b) Notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to or is required to abide by under 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI under this BAA.

(c) Notify Business Associate of any changes in or revocation of permission by an individual to use or disclose PHI, if such change or revocation may affect Business Associate's permitted or required uses and disclosures of PHI under this BAA.

4. COMPLIANCE WITH SECURITY RULE.

(a) Business Associate shall comply with the HIPAA Security Rule, which shall mean the Standards for Security of Electronic Protected Health Information at 45 C.F.R. Part 160 and Subparts A and C of Part 164, as amended by ARRA and the HITECH Act. The term "**Electronic Health Record**" or "**EHR**" as used in this BAA shall mean an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff.

(b) In accordance with the Security Rule, Business Associate agrees to:

(i) Implement the administrative safeguards set forth at 45 C.F.R. § 164.308, the physical safeguards set forth at 45 C.F.R. § 164.310, the technical safeguards set forth at 45 C.F.R. § 164.312, and the policies and procedures set forth at 45 C.F.R. § 164.316 to reasonably and appropriately protect the confidentiality, integrity, and availability of the PHI that it creates, receives, maintains, or transmits on behalf of Covered Entity as required by the Security Rule;

(ii) Require that any agent, including a Subcontractor, to whom it provides such PHI agrees to implement reasonable and appropriate safeguards to protect the PHI; and

(iii) Report to the Covered Entity any Security Incident of which it becomes aware.

5. INDEMNIFICATION.

The parties agree and acknowledge that except as set forth herein, the indemnification obligations contained under the Underlying Agreement shall govern each party's performance under this BAA.

6. TERM AND TERMINATION.

(a) This BAA shall be in effect as of the Effective Date and continues in effect until the Underlying Agreement is terminated, at which time this BBA also terminates.

(b) Upon either party's knowledge of material breach by the other party, the non-breaching party shall provide an opportunity for the breaching party to cure the breach or end the violation, but if the breaching party does not cure the breach or end the violation within a reasonable timeframe, the non-breaching party may terminate this BAA upon written notice to the other party.

(c) Upon termination of this BAA for any reason, the parties agree that the termination provisions of the Underlying Agreement shall govern the rights and obligations of the Parties provided that Business Associate shall retain only that PHI necessary for Business Associate to continue its proper business functions, provided it continues to use appropriate safeguards for as long as Business Associate retains the PHI.

7. MISCELLANEOUS.

(a) The parties agree to take such action as is necessary to amend this BAA to comply with the requirements of the Privacy Rule, the Security Rule, HIPAA, ARRA, the HITECH Act, the HIPAA Rules, and any other applicable law. Any ambiguity shall be resolved in favor of a meaning that permits Covered Entity to comply with the HIPAA Rules.

(b) This BAA constitutes the entire agreement between the parties related to the subject matter of this BAA. This BAA supersedes all prior negotiations, discussions, representations, or proposals, whether oral or written. This BAA may not be modified unless done so in writing and signed by a duly authorized representative of both parties. If any provision of this BAA, or part thereof, is found to be invalid, the remaining provisions shall remain in effect.

(c) This BAA will be binding on the successors and assigns of the Covered Entity and the Business Associate. However, this BAA may not be assigned, in whole or in part, without the written consent of the other party. Any attempted assignment in violation of this provision shall be null and void.

(d) This BAA may be executed in counterparts, each of which shall be deemed an original.

(e) Except to the extent preempted by federal law, this BAA shall be governed by and construed in accordance with the same internal laws as that of the Underlying Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this BAA as of the date first above written.

Health eTools, LLC.

By: Kevin Jameson

Name: Kevin Jameson

Title: President

Octorara Area School District

By: _____

Name: _____

Title: _____

2023-2024 Octorara Area Career and Technical Education Occupational Advisory Member List

Last	First	Program	Company	Occupation
Cathell	Rachel	All Programs	Western Chester Co.	Executive Director
Thomas	Chala	All Programs	HACC	Admissions Counselor
Steven	Leever	All Programs	OASD	Superintendent
Elena	Tachau	All Programs	OASD	Director of Curriculum and Instruction
Cale	Hilboldt	All Programs	OASD	Director of Student Services and School Safety
Amanda	Fraternab	All Programs	OASD	Supervisor of Special Education
Jon	Propper	All Programs	OASD	Principal
Amber	Lowe	All Programs	OASD	School Counselor
Katie	Dill	All Programs	OASD	School Counselor
Jen	German	All Programs	OASD	School Counselor
Jacquelyn	Smith	All Programs	OASD	School Counselor
Lisa	McNamara	All Programs	OASD	Director of OACTEP
Mark	Peticca	All Programs	OASD	Assistant Principal
Melissa	Andrews	All Programs	OASD	Assistant Principal
Jere	Zimmerman	All Programs	OASD	Board of Directors
Lisa	Bowman	All Programs	OASD	Board of Directors
Anthony	Falgatore	All Programs	OASD	Board of Directors
Brian	Fox	All Programs	OASD	Board of Directors
Sam	Ganow	All Programs	OASD	Board of Directors
Brian	Norris	All Programs	OASD	Board of Directors
Lisa	Yelovich	All Programs	OASD	Board of Directors
Hurley	Matthew	All Programs	OASD	Board of Directors
Charles	Koennecker	All Programs	OASD	Board of Directors
Caleb	Spencer	Animal and Plant	OACTEP	Student
Dagney	Janice	Animal and Plant	Our Lady of Consolation Early Learning Preschool	Director
Davis	Robert	Animal and Plant	Agri-Basics Inc	Dairy Animal Nutritionist
Delduco	Anecia	Animal and Plant	Second Nature Farm	Owner of Equine Training Farm
Drzal	Heather	Animal and Plant	Longwood Gardens	Director of School Youth & Programs
Ellis	Deb	Animal and Plant	Highspire Hills Farm	Farmer
Frederick	Ron	Animal and Plant	Agriculture Teacher Mentor	Agriculture Teacher Mentor
Gauker	Jodi	Animal and Plant	CCEDC - AgConnect	Agriculture Project Director
Hershey	Duane	Animal and Plant	Land O'Lakes / Dairy Farmer	Dairy Farmer
Hershey	Marilyn	Animal and Plant	Land O'Lakes / Dairy Farmer	Dairy Farmer
Holliday	Bob	Animal and Plant	Brandywine Watershed Regeneration Initiative	Founder
Hughes	Steven	Animal and Plant	Cheyne University	Professor/Hydroponics
King	Conrad	Animal and Plant	King Farm	Crop Farmer
King	Kathy	Animal and Plant	Second Nature Farm	Horse Riding Instructor
Kirlin	Steve	Animal and Plant	Stroud Water Research Facility	Director of Education
Kline	David	Animal and Plant	Stroud Water Research Facility	Watershed Specialist
Lietzke	Jessica	Animal and Plant	Land O'Lakes	
Martin/Talley	Helena	Animal and Plant	Animal and Plant Science Technology	OACTEP Instructor
Martin	Wendy	Animal and Plant	Stoltzfus Feed & Supply, Inc.	Equine & Farm Specialist
Miller	Dan	Animal and Plant	Chester/Delaware Farm Bureau	Member/Former President
Muenz	Tara	Animal and Plant	Stroud Water Research Facility	Assistant Director of Education
Potts	Justin	Animal and Plant	Land O'Lakes	Master Dairy Advisor Program
Stoltzfus	Jeff	Animal and Plant	Penn State Extension	Extension Agent
Thomas	Kerry	Animal and Plant	THT Bloodstock	Founder
Urbanchuk	John	Animal and Plant	Delaware Valley University	Assistant Professor/ Department Chair
Snyder	Carla	Animal and Plant	Penn State Extension	Educator for Chester County
Bare	Ron	Business Marketing & Entrepreneurship	Bare Wealth Advisors	Owner
Brumfield	Steven	Business Marketing & Entrepreneurship	Toll Brothers	Vice President & National Director, Community Association Group
Clark	Ruth Ann	Business Marketing & Entrepreneurship	Citadel	Parkesburg Manager
Coates	Katie	Business Marketing & Entrepreneurship		Business Owner
Dodds	Jody	Business Marketing & Entrepreneurship	Roselli Allstate Agency	Agent
Graham	Stacey	Business Marketing & Entrepreneurship	Octorara JrHS	Business Teacher
Grimes	Scott	Business Marketing & Entrepreneurship	Donaldson Company	Strategic Accounts Manager
Geiser	Travis	Business Marketing & Entrepreneurship	Brandywine Valley	Sports & Event Manager
Hess	Brian	Business Marketing & Entrepreneurship	Stoltzfus Feed & Supply, Inc.	Retail/Purchasing Manager
Keane	Conor	Business Marketing & Entrepreneurship	OACTEP	Student
Keane	Daniel	Business Marketing & Entrepreneurship	OACTEP	Parent
Klingmann II	Karl	Business Marketing & Entrepreneurship	Penn Rise Advisory	Present
Nalls	Laura	Business Marketing & Entrepreneurship	HACC	Admissions Counselor
Null	Gwen	Business Marketing & Entrepreneurship	Null's Towing	Owner
O'Connor	Tina	Business Marketing & Entrepreneurship	Experience Positive Therapy	Licensed Professional Counselor
Pinkard	Carissa	Business Marketing & Entrepreneurship	Lancaster WIB	Youth Program Coordinator
Rodkey	Gina	Business Marketing & Entrepreneurship	Gina's Internet Advertising/PABA	Accounting Tech
Sampson	Linda	Business Marketing & Entrepreneurship	Parkesburg & Avon Grove Lions Club	Member
Smith	Jackie	Business Marketing & Entrepreneurship	Junior-Senior High School	School Counselor

2023-2024 Octorara Area Career and Technical Education Occupational Advisory Member List

Last	First	Program	Company	Occupation
Smoker	Diana	Business Marketing & Entrepreneurship	Lapp's Electrical Services	Controller
Stoltzfus	Dean	Business Marketing & Entrepreneurship	Stoltzfus Feed	Owner
Yurick	Joe	Business Marketing & Entrepreneurship	Hauling & Junk Removal	Owner
Greer	Melinda	Child Care	Curiosity Corner	Director
Dagney	Janice	Child Care	Our Lady of Consolation Early Learning Center	Director
Dougherty	Wendy	Child Care	Maple Grove Preschool	Director
Geer	Melinda	Child Care	Curiosity Corner	Director
Kabakjian	Janet	Child Care	Octorara YMCA Preschool	Director
Kenworthy	Terry	Child Care	Head Start	Head Start Supervisor
Lease	Krista	Child Care	OPLC	Principal
Murdock	Tara	Child Care	OASD	Instructor
Peticca	Beth	Child Care	OASD	Kindergarten Transition
Shoop	Kelly	Child Care	Octorara YMCA Preschool	Teacher
Smith	Lisa	Child Care	Curiosity Corner	Director
Vlsorek	Amy	Child Care	Jitterbugs Music and Movement	Owner
Bunting	Chris	Computer Technology	JD Eckman	IT Director
Czeli	Rob	Computer Technology	OASD	IT Director
Gayle	Bill	Computer Technology	Origami Technology	President and Senior Systems Consultant
Hirst	Scott	Computer Technology	Hirst Systems	Owner
Landers	Michael	Computer Technology	US Marine Corps	Cyber Network Operations
McCoy	Brian	Computer Technology	OnSight Technologies	Owner
Slattery	Patrick	Computer Technology	Comstar Technologies	Account Executive
Syx	Alicia	Computer Technology	Sycamore Combine	Office Manager
Smith	Robert	Computer Technology	OASD	Instructor
Hodorovich	Darren	Culinary/Baking	OASD	Instructor
Kosko	Carl	Culinary/Baking	The Inn & Spa at Intercourse Village	Owner and Chef
Quinn	TJ	Culinary/Baking	Kitchen Kettle	Food Service Director
Pomanto	Pamela	Culinary/Baking	Traditions Catering	Owner
Budzik	Lisa	Culinary/Baking	OASD	Parent
Carey	Fergus	Culinary/Baking	Fergie's Pub	Owner
Frye	Kyle	Culinary/Baking	Frye's Catering	Owner
Harper	Emily	Culinary/Baking	OADS Food Services	Nutrition Services Assistant/Service Manager
Landis	Emily	Culinary/Baking	TCHS Brandywine	Baking Arts Instructor
Lobatto	Dorian	Culinary/Baking	OASD Food Services	Director
Marino	Caitlin	Culinary/Baking	Victory Brewing	Tap Room Manager
Nagle	Adam	Culinary/Baking	The Factory Ministries	Executive Director
Neely	Thomas	Culinary/Baking	Thomas B. Strauss, Inc.	CEO
Omdorff	Erik	Culinary/Baking	Pequea Valley School District	Superintendent
Pirozzi	Rocco	Culinary/Baking	Rooc and Annas Parkesburg	Shift Manager/Partner
Saunders	Rodney	Culinary/Baking	Twin Valley Coffee	Catering/Testing Kitchen
Sensenig	Mike	Culinary/Baking	The Village of Intercourse	President
Sensenig	Mrs.	Culinary/Baking	The Village of Intercourse	Support
Jackson	Heather	Culinary/Baking	Dutchway Farm Market / Bakery	Manager
Zimmerman	LLI	Culinary/Baking	Buckwheats Coffee and Such	Owner
Tongle	Mark	Culinary/Baking	OADS Food Services	Top Chef
Quinn	Michael	Culinary/Baking	Stottsville Inn	Owner
Pinkard	Carissa	Culinary/Baking	The Factory Ministries	Senior Director, Development
Abby	Baley	Diversified Occupations	BJ Baldwin	Human Resource Assistant
Andrew	Beaver	Diversified Occupations	Alstate Ins.	Agent
Billas	John	Diversified Occupations	Spanco Inc.	Designer
Bob	LeRoy	Diversified Occupations	LeRoy's Inc.	Owner
Boss	Jason	Diversified Occupations	Valco Inc.	Engineer
Brian	Leach	Diversified Occupations	Wawa in Gap	Manager
Charles	Shelton	Diversified Occupations	Shelton Pallet Co.	Owner
Craig	Stoltzfus	Diversified Occupations	Change Up Remodeling	Construction
Cyndi	Paulett	Diversified Occupations	Palet Welding, Inc	Human Resource
Danielle	Salada	Diversified Occupations	JD Eckman, Inc	Human Resource
Dougherty	Tracey	Diversified Occupations	Chester County Workforce Development	Workforce Coordinator
Dunn	Jeremy	Diversified Occupations	Newport Meadows	Administration
Engel	Jennifer	Diversified Occupations	Advanced Trim & Kitchens	Recruiter
Ethan	Crane	Diversified Occupations	Chester County Aviation	Aviation
Farber	Rachael	Diversified Occupations	AJB Trash & Recycling Service	Manager
Felix	Colon	Diversified Occupations	RNR Home Furnishings	Owner
Fisher	Jill	Diversified Occupations	Shady Maple	Manager
Jaros	Amy	Diversified Occupations	Dutchland, Inc.	H.R. Administrator
Jim	Lauckner	Diversified Occupations	Chester County Economic Development Council	Project Consultant
John	Long	Diversified Occupations	Finish Line Home Services	Plumer
Jordan	Snyder	Diversified Occupations	Dutchway Farm Market	

2023-2024 Octorara Area Career and Technical Education Occupational Advisory Member List

Last	First	Program	Company	Occupation
Kimberly	Ross	Diversified Occupations	Chili's	Manager Vice President at Delaware County Community College
Kozachyn	Karen	Diversified Occupations	Delaware County CC	
Long	Colby	Diversified Occupations	Dutchland, Inc.	Foreman
Maragorolakis	Sue	Diversified Occupations	Limestone Pizza	Manager
Mark	Eckman	Diversified Occupations	JD Eckman	Owner
McAteer	Dan	Diversified Occupations	PA Career Link	
Nicole	Okolowicz	Diversified Occupations	Bell's Delights	
O'Connell	Maria	Diversified Occupations	Express Employment	Owner
Pace	Jodi	Diversified Occupations	AFP Advanced Food Products LLC	Human Resource Manager
Pittman	Samantha	Diversified Occupations	OASD	Instructor
Sarah	Dudley	Diversified Occupations	Downingtown Wegmans Store	Human Resource Manager
Wallace	Tabitha	Diversified Occupations	OASD	Career Planning Teacher
Walser	Tom	Diversified Occupations	CNC Manufacturing	President
Brenneman	Nate	Engineer	Allan Myers	Director
Burn	Steve	Engineer	SECCRA	Site Manager
Cumby	Bill	Engineer	W.S. Cumby, Inc.	President, CEO
Dobson	Charles	Engineer	InLand Design	President
Lefever	Daniel	Engineer	OASD	Teacher
Mengle	Scott	Engineer	SECCRA	General Manager
Newell	Greg	Engineer	Nave Newell	President
Peters	Cory	Engineer	Exelon Generation	Engineer
Risser	Phil	Engineer	Valco, Inc.	CEO Engineering
Winn	Brian	Engineer	Herr Inc	Project Manager
Wolfe	Brian	Engineer	PennDOT-Lancaster	TCIS-Transportation Construction
Wolff	Josh	Engineer	Fairbanks Morse	Mechanical Engineer
Zimmerman	Jere	Engineer	Zimmerman, Inc.	OASD Board Member and Parent
Alexander	Jenny	Graphic Design & Illustration	The Painted Lily	Owner
Fellman	Allan	Graphic Design & Illustration	AKG Printing	Owner
Frohm	Nathan	Graphic Design & Illustration	Iron Mountains	Senior Designer
Jones	Bob	Graphic Design & Illustration	DCCC	Artist/Designer
Leister	Craig	Graphic Design & Illustration	Octorara Junior-Senior High School	Printing & Photo Instructor
Lee	Judith	Graphic Design & Illustration	Communication WORKS NOW	Social Media, Mobile & Email Expert
Lessley	Geri	Graphic Design & Illustration	Zakback, Inc.	Senior Promotional Consultant
Mandell	Alexis	Graphic Design & Illustration	Alphabet Signs	Graphic Designer
Mata	Nancy	Graphic Design & Illustration	Millersville Dept. of Art/ Design	Design Professor
Minnich	Rachel	Graphic Design & Illustration	OACTEP	Graphic Design & Illustration Instructor
Moulder	Jacquilyn	Graphic Design & Illustration	ZenitMax	Graphic Designer
Pannafino	James	Graphic Design & Illustration	Millersville University	Web Designer
Patterson	Troy	Graphic Design & Illustration	York College	Graphic Designer
Poliski	Jadin	Graphic Design & Illustration	Naughty Dog	Environmental Graphic Designer
Whary	Kyle	Graphic Design & Illustration	Fine Artist	Artist
Mooney-Dolderer	Susan	Graphic Design & Illustration	SM Graphics	Graphic Designer
Camerote	Gavin	Graphic Design & Illustration	Lincoln Sign Co.	Branding Consultant
Cathell	Rachel	Graphic Design & Illustration	Western Chester County Chamber of Commerce	Executive Director
DellaTorre	Celeste	Graphic Design & Illustration	OACTEP	OACTEP design parent
Gallant	Mark	Graphic Design & Illustration	Chester County Planning Commission	Senior Planner
Sweet	Katherine	Graphic Design & Illustration	MICA	Art History & Graphic Design
Dunlap	James	Graphic Design & Illustration	Bloomsburg University	Graphic Designer & Professor
Alfonso	Corey	Mechanical Systems	Moser Roofing Solutions	Human Resources Manager
Carlin	Clayton	Mechanical Systems	Electric Company	Electrician
Cairns	Don & Kelly	Mechanical Systems	Cairns Family Farm	Livestock/Crop Farmer
Castrovillo	Anthony	Mechanical Systems	Universal Technical Institute	Education
Gainer	Jay	Mechanical Systems	Messick's	Techican
Graydus	Charles	Mechanical Systems	Agriculture Mechanics	education
Harris	Todd	Mechanical Systems	Automotive Training Center	Admissions Representative
King	Matt	Mechanical Systems	Farmer	Farmer
Lapp	Doug	Mechanical Systems	Chester/Delaware County Farm Breau	President/Farmer
Miller	William	Mechanical Systems	OACTEP	Student
Nafziger	Ezra	Mechanical Systems	Filter Recon	Owner
Neiderer	Zach	Mechanical Systems	New Holland Agriculture	Aftersales District Manager for NA
Seth	Gantz	Mechanical Systems	Messick's	employee
Shenk	Cody	Mechanical Systems	Messick's	Precision Farming Support
Traynor	Kevin	Mechanical Systems	JGM	President and CEO
Wentz	Tim	Mechanical Systems	Northeast Equipment Dealers Association	Field Director
Young	Brock	Mechanical Systems	Jeff Young Construction	Worker/Program Alumni
Dobson	Karen	Carpentry & Cabinet Making	Allan Myers	Vice President of Construction
Dwayne	Evans	Carpentry & Cabinet Making	D. Cheney Company	Woodcrafter

2023-2024 Octorara Area Career and Technical Education Occupational Advisory Member List

<u>Last</u>	<u>First</u>	<u>Program</u>	<u>Company</u>	<u>Occupation</u>
Frank	Clint	Carpentry & Cabinet Making	Carpentry	Carpentry
Klinger	Rich	Carpentry & Cabinet Making	Greg Pilotti Furniture Makers	Woodcrafter
Larkin	Stephanie	Carpentry & Cabinet Making	ABC Keystone Associated Builders and Contractors	VP of Education, Safety & Workforce Development
Mealey	Jerry	Carpentry & Cabinet Making	D & C Home Works Contracting	
Pilotti	Greg	Carpentry & Cabinet Making	Greg Pilotti Furniture Makers	Owner
Rollings	William	Carpentry & Cabinet Making	Octorara Junior High School	Tech Teacher
Schempp	Jamie	Carpentry & Cabinet Making	Retired	Tech Teacher
Smith	Mike	Carpentry & Cabinet Making	Bancroft Construction	Manager
Talley	Matt	Carpentry & Cabinet Making	OACTEP	OACTEP Woodworking Instructor
Zook	Jonathan	Carpentry & Cabinet Making	Stoltzfus Structures	Partner & General Manager
Matheus	Mike	Carpentry & Cabinet Making	Matheus Construction	Owner
Herman	Bud	Carpentry & Cabinet Making	Parkesburg Point	Director of Operations
McNamara	Shannon	Carpentry & Cabinet Making	Sales	BSN
Caldwell	Jack	Carpentry & Cabinet Making	Walter and Jackson	Sales
Raabe	Dave	Carpentry & Cabinet Making	Christiana Cabentry	Cabinetmaker
Carl	Metzler	Carpentry & Cabinet Making	Christiana Cabinetry	Owner
Grosh	Stephen	Carpentry & Cabinet Making	Dutchland, Inc.	Manager Human Resources, Wellness and Risk Control
Metzler	George	Carpentry & Cabinet Making	Rittenhouse Builders	Owner
Dobson	Karen	Carpentry & Cabinet Making	Allan Myers	Vice President of Contruction
Cope	Drew & Traci	Carpentry & Cabinet Making	Cope Construction and Renovation	Owners
Chambers	Frank	Carpentry & Cabinet Making	Chambers Woodworking	Owner
Olsecki	Kim	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Assistant to Director DES
Linnenbaugh	Rob	Homeland Security & Protective Services A	Homeland Security & Protective Services Academy	Instructor Octorara
Crowding	Beau	Homeland Security & Protective Services A	Belfore Property Restoration	Belfor Property Restoration
Davis	Pat	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Chesco DES Law Training
Groves	Jeff	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Chesco DES Fire Instructor
Moore	Harry	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Director EMS Chesco
Reimold	Sonny	Homeland Security & Protective Services A	Christiana Fire Department	Past Chief Christiana Fire
Burkhart	Geoffrey	Homeland Security & Protective Services A	Keystone Fire Company	Keystone Valley FD
Harvey	Kim	Homeland Security & Protective Services Academy		Paramedic 94
Calder	Caysie	Homeland Security & Protective Services A	Cochranville Fire Company	FF Cochranville
Cazillo	Rob	Homeland Security & Protective Services A	Keystone Valley Fire Department	Past Chief Keystone Valley
Vaughn	Neil	Homeland Security & Protective Services A	Malvern Fire Company	Past Fire Chief
Hall	William	Homeland Security & Protective Services A	Lancaster CTE	Instructor Lancaster CTC
Weer	John	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Fire Marshall Chesco
Barto	Mark	Homeland Security & Protective Services A	Homeland Security & Protective Services Academy	Instructor Octorara
Hyman	Troy	Homeland Security & Protective Services A	QVC	QVC Security Director
Gathercole	Brian	Homeland Security & Protective Services A	Uwchlain Police Department	Police Officer Uwchlain
Lapp	Doug	Homeland Security & Protective Services A	Cochranville Fire Company	FF Cochranville
Null	Jared	Homeland Security & Protective Services A	Cochranville Fire Company	Past Chief Chief Cochranville
Sheller	Brian	Homeland Security & Protective Services A	Parkesburg Police Department	Chief Of Police Parkesburg
Dymond	Ray	Homeland Security & Protective Services A	Dymond Construction	Owner Dymond Construction
Lindenlauf	Gerry	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Chesco DES Training Coordinator
Bernot	Brenda	Homeland Security & Protective Services A	WestTown East Goshen Police Department Union Fire Co of Oxford / Chester County Department	WestTown East Goshen Police Chief
Meadowcroft	BJ	Homeland Security & Protective Services A	of Emergency Services	Deputy Fire Chief / DES Chesco Comms Director
Suydam	Jason	Homeland Security & Protective Services A	Chester County Department of Emergency Services	Deputy Director Law DES
Narcise	John	Homeland Security & Protective Services A	Homeland Security & Protective Services Academy	Instructor OHSPSA
Barrett	Kerri	Homeland Security & Protective Services A	Good Fellowship	Paramedic Good Fellowship
Vickers	Brian	Homeland Security & Protective Services A	West Grove Fire Company	FF/EMT West Grove Fire Company
Ryan	John	Homeland Security & Protective Services A	Southern Chester County	Police Officer/Paramedic Medic 94
Fink	Matt	Homeland Security & Protective Services A	Chester County Department of Emergency Services / Chester County Department of Emergency Services /	Fire Training Coordinator Cheso
McClure	Justin	Homeland Security & Protective Services A	First West Chester FD	Deputy Director Fire DES / Asstant Fire Chief
Trainor	Toni	Homeland Security & Protective Services A	Octorara Area School District	Octorara Health/PE
Pittman	Sam	Homeland Security & Protective Services A	Octorara Area School District	Octorara Special Education
Kouba	Christy	Homeland Security & Protective Services A	Chester County Department of Emergency Services	EMS Cert Coordinator
Adair	Brian	Homeland Security & Protective Services A	Retired Police Officer	Parent/Retired Police Officer
Adair	Hayden	Homeland Security & Protective Services A	Homeland Security & Protective Services Academy	Student
Bernard	Kevin	Homeland Security & Protective Services A	Chester County Department of Emergency Services	DES Law Training Coordinator
Cordisco	John	Homeland Security & Protective Services A	Chester County Department of Emergency Services	DES Training Specialist/Facility
Schiffer	Bert	Homeland Security & Protective Services A	Tower Health / OASD	OHSPSA Medical Director
Sardone	Saveria	Homeland Security & Protective Services A	Malvern Fire Company	FF/PHRN