

OCTORARA AREA SCHOOL DISTRICT
PUBLIC SCHOOL BOARD MEETING
January 16, 2024 – 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 Reorganization Meeting of December 7, 2023, the Regular Meeting of December 7, 2023, and the Policy, Facilities, and Finance Committee Meetings of December 11, 2023.
5. Visitors' Comments - Agenda Items Only
6. Presentations/Discussions
 - A. Ag Mechanics
 - B. Unified Bocce
7. Information Items
8. Treasurer's Report
 - A. That the Octorara Board of School Directors approve the General Fund Report for period ending December 31, 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 elect *Brian Norris* as Board Treasurer from January 16, 2024 through June 30, 2024.
 - B. That the Octorara Board of School Directors approve the Health and Safety Plan.
 - C. That the Octorara Board of School Directors approve the Agreement with the County of Chester for space and equipment at the Chester County Public Safety Training Campus effective October 15, 2023 through September 14, 2024.
 - D. That the Octorara Board of School Directors approve the low bid from Spectra Electrical Construction to perform upgrades to the electrical system at the Octorara Senior High School Weld Shop at a cost of \$73,900.
 - E. That the Octorara Board of School Directors approve the Agreement with PowerSchool for Human Resource services at a cost of \$27,448.40 and Finance services at a cost of \$36,166 effective January 17, 2024 with an implementation fee of \$199,930.

- F. That the Octorara Board of School Directors approve the CoStars Agreement with Premium Power Services, LLC for a Gillette generator for the Sr. High School at a cost of \$51,641 with an installation/start up fee of \$14,625.
- G. That the Octorara Board of School Directors approve the Agreement with Always Safe Sidewalks for District sidewalk repair at a cost of \$19,601.60.
- H. That the Octorara Board of School Directors approve the use of the Octorara Jr. High and Sr. High gymnasiums beginning at 8:00 a.m. on Sunday, February 4, 2024 for an Octorara Youth Wrestling tournament.
- I. That the Octorara Board of School Directors approve the request for unpaid family medical leave for the purpose of child rearing for Ms. Lauren Morlando from approximately April 29, 2024 through the end of the 2023-2024 school year. (Ms. Morlando is a Learning Support Teacher at the Octorara Intermediate School.)
- J. That the Octorara Board of School Directors approve the Addendum to Agreement Between Parties for student "A".
- K. That the Octorara Board of School Directors approve the following bus drivers for Althouse Transportation for the 2023-2024 school year:
Jennifer Turnier, Bus #24
Sharon Pierce, School Vehicle #70
- L. That the Octorara Board of School Directors approve the following policies, first reading:
101 *Mission Statement/Vision Statement/Shared Values*
819 *Suicide Awareness, Prevention and Response*
200 *Enrollment of Students*
254 *Educational Opportunity for Military Children*

Resignation Approvals:

- M. That the Octorara Board of School Directors accept the resignation of employee "A".
- N. That the Octorara Board of School Directors accept the resignation of Ms. Diane Tyman as an Instructional Assistant at the Octorara Intermediate School effective December 7, 2023. (Hired December 7, 2023)
- O. That the Octorara Board of School Directors accept the resignation of Ms. Savannah Fitzgerald as an Instructional Assistant at the Octorara Jr./Sr. High School effective January 2, 2024. (Hired February 21, 2023)
- P. That the Octorara Board of School Directors acknowledge the no response of the following employees:
Kimberly Lacock, Food Service
Phillip Brandon, Instructional Assistant at the OIS

Hiring Approvals:

- Q. That the Octorara Board of School Directors approve Mr. Ryan King as an Ag Mechanics Teacher at the Octorara Jr./Sr. High School effective the start of the 2024-2025 school year pending completion of employee related documents required by law and the District. Mr. King's salary will be \$65,387 which is Step 10 to MAX of the Bachelor's +15 scale. (Replacing Charles Graydus who retired.)

- R. That the Octorara Board of School Directors approve Ms. Theresa Arrington as a Utility Custodian as per the attached job description effective TBD pending completion of employee related documents required by law and the District. Ms. Arrington's salary will be \$27,216, pro-rated. (This is a new position.)
- S. That the Octorara Board of School Directors approve the transfer of Ms. Bettye Thomas from an Instructional Assistant in the PM Program to an Instructional Assistant for the Life Skills Program at the Octorara Jr./Sr. High School effective January 9, 2024. Ms. Thomas' rate will be \$17.06 per hour for 5.75 hours per day, Monday through Thursday. (Replacing Wendy Zeffert who resigned.)
- T. That the Octorara Board of School Directors approve the transfer Ms. Sarah Danforth from an 8th grade Math Teacher to a long term substitute 8th grade Math Teacher effective January 2, 2024 through the end of the 2023-2024 school year.
- U. That the Octorara Board of School Directors approve Ms. Sarah Morrissey as a substitute Athletic Trainer for the 2023-2024 school year. Ms. Morrissey's substitute rate will be \$50 per hour. (Ms. Morrissey is a nurse at the Octorara Jr./Sr. High School.)
- V. That the Octorara Board of School Directors approve the following changes in supplemental contracts for the 2023-2024 school year:
- Drew Duggan - mentor for Michael Smith – 2 pts @ \$620 – originally approved Cathy Smith as mentor
 - Adam Udell – Character Club Advisor – 1 pt @ \$620 – originally approved at 2 pts – splitting with Jennifer Watson
 - Jennifer Watson – Character Club Advisor – 1 pt @ \$620
 - Eric Sifford – National Honor Society Advisor – change from 1 pt to 4 pts @ \$620
- W. That the Octorara Board of School Directors approve the following supplemental contracts for the 2023-2024 school year:
- | | | | |
|-----------------|-------------------------------------|---------------|---------|
| Julianna Kocher | Secondary Music Accompaniment | 3 pts @ \$620 | \$1,860 |
| Holly Hayes | Jr High Girls Asst Basketball Coach | 4 pts @ \$620 | \$2,480 |
- X. That the Octorara Board of School Directors approve the following substitute support staff for the 2023-2024 school year:
- Brianne McGovern, Instructional Assistant
 - Elizabeth Meyer, Instructional Assistant
 - Devon Holm, Instructional Assistant
- Y. That the Octorara Board of School Directors approve the following change in salary due to graduate credits earned:
- | | | |
|--------------------|--------------------------------------|----------------|
| Tammy Simmon | From B (\$57,427) to M (\$62,012) | Step 15 to MAX |
| Caitlin Cracchiolo | From B (\$56,389) to B+15 (\$58,889) | Step 17 to MAX |
- Z. *That the Octorara Board of School Directors approve the Contract of Service with Alleghany Intermediate Unit for PAeducator.net for online recruitment services for a pro-rated fee of \$1,140.*
- AA. *That the Octorara Board of School Directors approve the Addendum with ESS for substitute staffing needs.*

BB. That the Octorara Board of School Directors authorize Architerra to take Stage One Implementation of the Athletic Campus Master Plan to bid.

CC. That the Octorara Board of School Directors approve Option Two of the Comprehensive Facility Study with EI/McClure Company at a cost of \$7,500

DD. That the Octorara Board of School Directors approve the Letter of Intent with McClure Company to proceed with the design study of a solar system project.

EE. That the Octorara Board of School Directors approve the list of Athletic Game Workers for the 2023-2024 school year.

FF. That the Octorara Board of School Directors approve the rate adjustment for Ms. Lauren Phillips to \$17.46 per hour. Ms. Phillips is an Instructional Assistant at the Octorara Primary Learning Center.

GG. That the Octorara Board of School Directors approve the 2023-2024 Unified Champion Schools Memorandum of Understanding with Special Olympics for an Intramural Unified Indoor Bocce Program.

HH. That the Octorara Board of School Directors approve Mr. Brenton Brady as an Assistant Principal at the Octorara Jr./Sr. High School effective TBD pending completion of employee related documents required by law and the District. Mr. Brady's salary will be \$94,775, pro-rated. (Replacing Mark Peticca who transferred.)

II. That the Octorara Board of School Directors approve Mr. James Fryer as an Assistant Principal at the Octorara Jr./Sr. High School effective on or about February 1, 2024 pending completion of employee related documents required by law and the District. Mr. Fryer's salary will be \$90,263, pro-rated. (Replacing Melissa Andrews who resigned.)

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 – Tuesday, January 16, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Executive Session for Personnel - Tuesday, January 16, 2024 – Prior to the Regular Meeting in room 102 at the Jr. High School

Education Committee Meeting – Monday, January 22, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy/Facility Committee Meeting – Monday, February 12, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, February 12, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, February 19, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, February 19, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, February 26, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

OCTORARA AREA SCHOOL DISTRICT

Minutes of Reorganization Meeting

December 7, 2023

The Reorganization Meeting of the Octorara Area School Board was held in the Octorara Jr./Sr. High School Multi-Purpose Room on December 7, 2023 at 6:00 p.m. Hold-over members present were Mr. Ganow, Mr. Hurley, Mr. Koennecker, and Mr. Zimmerman. Re-elected members present were Mr. Falgiatore and Mr. Norris. Newly elected members present were Mr. Lusby, Ms. Metzler, and Ms. Williamson. Also present were: Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team, and seven citizens with two additional citizens arriving during the Regular Meeting.

The President, Mr. Ganow, called the meeting to order at 6:00.

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

Mr. Zimmerman nominated Mr. Koennecker as Temporary President, second by Mr. Hurley. There were no other nominations. Mr. Koennecker was elected temporary president without objection.

Mr. Koennecker read the list of Board Members and Regions into the minutes as follows:
Hold-Over Board Members:

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

Re-elected Board Members:

Anthony Falgiatore	Region 1	2027
Brian Norris	Region 1	2027

Newly Elected Board Members:

Director	Region	Term Exp.
Karen Williamson	Region 1	2027
Joelyn Metzler	Region 2	2027
Jacob Lusby	Region 3	2027

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

Board Secretary, Mrs. Hardy, read the Certificate of Elections.

Temporary President, Mr. Koennecker administered the oath of office to re-elected and newly elected Board Members, Anthony Falgiatore, Brian Norris, Karen Williamson, Joelyn Metzler, and Jacob Lusby.

Mr. Zimmerman nominated Mr. Ganow as Board President, second by Mr. Norris. There were no other nominations. Mr. Ganow was elected President of the Octorara Board of School Directors without objection.

Mr. Falgiatore nominated Mr. Lusby as Vice-President, second by Ms. Williamson. Mr. Norris nominated Mr. Hurley as Vice-President, second by Mr. Koennecker. There were no other nominations. Mr. Hurley was elected Vice-President of the Octorara Board of School Directors by a vote of 4 to 3. A treasurer will be appointed at the January meeting to take the place of Mr. Hurley.

Mr. Ganow made the following committee appointments for the calendar year 2024:

Representative to the Lancaster County Tax Collection Bureau for the Calendar Year 2024
Scott Domowicz

Alternative Representative to the Lancaster County Tax Collection Bureau for the Calendar
Year - 2024 Matt Furlong

Representative to the Chester County Tax Collection Bureau for the Calendar Year 2024
Scott Domowicz

Alternative Representative to the Chester County Tax Collection Bureau for the Calendar
Year 2024 - Matt Furlong

Legislative Committee Representative for the Calendar Year 2024 - Sam Ganow

I.U./C.A.T. Board Representative - Brian Norris (Term Expires 2026)

Personnel Committee - Sam Ganow-chair, Brian Norris, Jay Lusby

Facilities Committee – Jere Zimmerman-chair, Brian Norris, Charlie Koennecker, Anthony
Falgiatore

Policy Committee – Matt Hurley-chair, Jere Zimmerman, Joelyn Metzler

Finance Committee – Brian Norris-chair, Sam Ganow, Matt Hurley

Representative to the Chester County School Authority – Brian Norris (Term Expires
2026)

Education Committee – Brian Norris-chair, Charlie Koennecker, Karen Williamson

The following resolution regarding meeting times was approved on motion of Mr. Hurley, second by Mr. Norris and approval of all members present:

That in conformance with Act 175 (1974) PA Legislature, the Octorara Area Board of School Directors will normally meet in Regular Session in the Jr./Sr. High School on the third Monday of each month at 7:00 p.m. and that the Board Work Sessions, open to the public, will normally be held the second Monday of each month at 7:00 p.m. in the Jr./Sr. High School unless the Monday of a scheduled meeting is a planned Holiday and school is closed. In this case, the meeting will be held on Tuesday. (There is no Work Session scheduled for July). Executive Sessions will be scheduled before and/or following each Regular and Work Session Meeting. The annual Reorganization Meeting will be held on December 2, 2024 at 7:00 p.m. followed by the December Work Session. The December 2024 Regular Monthly Public Board Meeting will be held on December 9, 2024 at 7:00 p.m.

There being no further items of business, the meeting adjourned at 6:12 p.m. on motion of Mr. Koennecker, second by Mr. Zimmerman and approval of all members present.

Respectfully submitted,

Jill Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on December 7, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on December 7, 2023.

A moment of silence and the Pledge of Allegiance preceded the meeting at the Reorganization Meeting.

The President, Mr. Ganow, called the meeting to order at 6:12 p.m. Other members present were Mr. Falgiatore, Mr. Hurley, Mr. Koennecker, Mr. Lusby, Mr. Norris, Ms. Metzler, Ms. Williamson, and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Ben Pratt, Saxton & Stump; and seven citizens – two additional citizens arrived late in the meeting.

The minutes of the Work Session of November 13, 2023 and the Regular Meeting of November 20, 2023, were approved on motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present.

There were no visitors' comments for agenda items only.

Under presentations, Dr. Leever presented the proposed changes to the District Mission Statement and Values as a result of the work in the Comprehensive Planning.

Under information items, Ms. Amanda Kieffer will transfer from a science teacher at the Jr. High to a science teacher at the Sr. High effective November 28, 2023. (Replacing Matt Livingood who resigned.)

Dr. Leever will be attending the Suburban Study Council/AASA Conference in San Diego from February 12-16, 2024.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Hurley, second by Mr. Zimmerman and approval of all members present. (Appendix A-12/7/23)

A list of bills for the General Fund totaling \$1,376,526.78; Cafeteria Fund totaling \$34,728.59, Capital Projects totaling \$24,563.23, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-12/7/23 were approved and ordered paid on motion of Mr. Lusby, second by Mr. Norris and approval of all members present except Mr. Falgiatore who voted no. Mr. Falgiatore objected to the portion of the legal bill from Saxton Stump related to the law suit similar to his past objections.

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Opt Out Resolution for the 2024-2025 budget process. (Appendix C-12/7/23)

On motion of Mr. Zimmerman, second by Mr. Lusby and approval of all members present the Octorara Board of School Directors approved the following policy, second reading:

815 Acceptable Use of Internet, Computers and Network Resources
(Appendix D-12/7/23)

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Agreement with Turn-Key Technologies for equipment and software for cyber security end point protection for a total of 72,589.00. (Appendix E-12/7/23)

On motion of Mr. Lusby, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the use of the Sr. High Track beginning at 8:00 a.m. on Sunday, April 14, 2024 along with a waiver of the facility fees for a 5K fundraiser to benefit veterans.

On motion of Mr. Zimmerman, second by Ms. Metzler and approval of all members present the Octorara Board of School Directors approved the request for unpaid family medical leave for the purpose of child rearing for Ms. Caitlin Cracchiolo from approximately March 11, 2024 through the end of the 2023-2024 school year. Ms. Cracchiolo is a Sixth Grade teacher at the Octorara Intermediate School.

On motion of Ms. Williamson, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following bus driver for Althouse Transportation for the 2023-2024 school year:

Karen Uptmore, Bus #15

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Julia Scioli as a Special Education teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 14, 2023)

On motion of Mr. Lusby, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors acknowledged the no show, no paperwork of Mr. Eric Foote as a Production Cook. (Hired October 16, 2023)

On motion of Mr. Koennecker, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Mr. Mark Peticca as CTE Director at the Octorara Jr./Sr. High School effective on or after February 5, 2024. Mr. Peticca's salary will be \$130,000 pro-rated. (Mr. Peticca is currently an Assistant Principal and is replacing Lisa McNamara who is retiring.)

On motion of Ms. Metzler, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Ms. Kristy Sheller as an Instructional Assistant at the Octorara Primary Learning Center effective December 7, 2023 pending completion of employee related documents required by law and the District. Ms. Sheller's rate will be \$15.00 per hour for 5.75 hours per day. (Replacing Wanda Fisher who resigned.)

On motion of Mr. Hurley, second by Mr. Lusby and approval of all members present the Octorara Board of School Directors approved Ms. Diane Tyman as an Instructional Assistant at the Octorara Intermediate School effective TBD pending completion of employee related documents required by law and the District. Ms. Tyman's rate will be \$16.00 per hour for 5.75 hours per day. (Replacing Valentina Bruccheri who resigned.)

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

Christy Spoto	Mentor Kristy Sheller	\$64.16
---------------	-----------------------	---------

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

Jude Unitis, Emergency

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following volunteer coaches pending completion of volunteer documents required by law and the District:

Fredesha Robinson, Jr. High Girls' Basketball
Josh Parker, Jr. High Boys' Wrestling

On motion of Mr. Koennecker, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the following change in salary due to graduate credits earned:

Denim Kurtzhals From M+60 (\$77,215) to Dr (\$84,872) Step 13 to MAX

Under the CCIU Board Representative Report, Mr. Norris reported there has not been a meeting since his last report and there is no meeting in December.

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

Under visitors' comments in general, Susan Boninu, Parkesburg, congratulated the new Board Directors. She expressed her concerns regarding the changes in classes that can be taken through Delaware County Community College because they are available at the District.

Under administrator comments/announcements, Mr. Dikun announced some of the students in the OIS band played for the OES students during lunch today. He announced the OES Chorus Concert will be held on December 19 and report cards will be sent home on December 13.

Dr. Propper congratulated Zach Kirk for being the newest member of the 1,000 point scorers club in varsity basketball. He also congratulated the newly inducted National Honor Society members. He announced Lyla Elboubkri was one of 2,242 finalists out of 20,800 applications to be awarded a full four-year scholarship to Princeton University through QuestBridge. He thanked Ms. Watson for her time and effort helping Lyla through the application process. He announced the Sr. High Band and Chorus Concert will be held on December 12.

Dr. Leever encouraged everyone to attend next year's National Honor Society induction and hear the accomplishments of the students. It was inspirational to hear all that the 33 students who were inducted are involved in. He announced the OIS Chorus Concert will be held on December 14 and the Second Grade Music Concert will be held on December 20.

Under Board comments, Mr. Lusby said that while he respects Mr. Falgiatore's opinion, he researched and sought outside council before joining the Board and wanted to go on record that he is comfortable following the advice of the District solicitors to pay the bills as being the prudent thing to do.

Mr. Zimmerman congratulated and welcomed the new Board Directors and encouraged them to ask questions when they need to.

Ms. Williamson asked if everyone serves on a committee. Mr. Ganow said everyone is on a committee.

Mr. Ganow thanked the Directors for electing him as Board President again. He is looking forward to working with the new Directors along with Mr. Domowicz. He encouraged the Board to work together.

Mr. Ganow announced the following upcoming meetings:

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

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

Policy/Facility Committee Meeting – Monday, January 8, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

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

Finance Committee Meeting – Monday, January 16, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, January 16, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, January 22, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 6:52 p.m. on motion of Mr. Zimmerman, second by Mr. Norris 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 October 31, 2023</u>	\$	3,978,451.53
--	----	--------------

Receipts Deposited:

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

Disbursements:

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

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

Investments Outstanding

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

<u>Total General Fund Cash and Investments as of November 30, 2023</u>	\$	43,167,034.02
--	----	---------------

For the December 7, 2023 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
POLICY COMMITTEE MEETING MINUTES
December 11, 2023 – 6:00 PM
Jr. High School Multi-Purpose Room**

Policy Committee members in attendance: Mr. Hurley, chair; Ms. Metzler, Mr. Zimmerman. Other members present were Mr. Ganow, Mr. Koennecker, Mr. Lusby, Mr. Norris, Ms. Williamson. Also in attendance were Mrs. Hardy, Secretary, Dr. Leever, Superintendent, Mr. Domowicz, Business Manager; Mr. Furlong, Assistant Business Manager, Mr. Fantazzi, Athletic Director; and one visitor.

The following policies were discussed, first reading:

101 *Mission Statement/Vision Statement/Shared Values*

819 *Suicide Awareness, Prevention and Response*

On motion of Mr. Zimmerman, second by Ms. Metzler and approval of all committee members, the first reading policies will be placed on the January Board Agenda for approval.

On motion of Mr. Zimmerman, second by Ms. Metzler and approval of all committee members, policy 255 *Educational Stability for Children in Foster Care* will be retired upon recommendation of PSBA.

The committee adjourned at 6:12 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
FACILITIES COMMITTEE MINUTES
December 11, 2023 – 6:12 PM
Jr. High School Multi-Purpose Room**

Facility Committee members in attendance: Mr. Zimmerman, chair; Mr. Koennecker, and Mr. Norris. Mr. Falgiatore was absent.

Other members present were Mr. Ganow, Mr. Hurley, Mr. Lusby, Ms. Metzler, and Ms. Williamson. Also in attendance were Mrs. Hardy, Secretary, Dr. Leever, Superintendent, Mr. Domowicz, Business Manager; Mr. Furlong, Assistant Business Manager, Mr. Fantazzi, Athletic Director; and one visitor.

The committee discussed the changes since the October review with Architerra in the athletic field renovations. On motion of Mr. Norris, second by Mr. Koennecker, the committee decided to move ahead with the new cost estimate minus the new stadium threshold which is a cost of \$110,580. This will appear on the Board agenda in January.

Mr. Domowicz told the committee the rental for the Sr. High generator is \$4,000 per month. It will cost \$15,000-\$16,000 to repair the current generator and will take four months to get the parts. A total of \$34,000 has already been invested in previous repairs to the generator. A new generator can be purchased for \$52,000 and can be here in four weeks. On motion of Mr. Koennecker, second by Mr. Norris the committee approved putting the generator purchase on the Board agenda in January.

Mr. Domowicz is engaging McClure Company and EI Architectural Services to look at the repairs needed for the water tank.

Mr. Domowicz reported the Jr. High boiler maintenance and the Jr. High pump repair has been completed. The maintenance storage facility has been power washed and two exterior windows replaced. He is getting estimates for the man door in the back.

There was discussion on retiring the underground oil storage tanks.

There was discussion to alleviate water problems in the Jr. High basement.

Mr. Domowicz announced the parking lot maintenance will wait until spring. The sidewalk maintenance proposal is \$19,000 to take care of all identified issues. On motion of Mr. Norris, second by Mr. Koennecker the committee approved the sidewalk repair proposal be on the Board agenda in January.

Mr. Domowicz reported the plaster is spidering and coming off the wall in the hallway by the auditorium and the girls' locker room. He is getting a proposal to have someone look at an 8' section to determine the cause. This will be done over Christmas break.

The District has lawn equipment and other maintenance equipment that is no longer being used. Mr. Domowicz is looking into having an auction of the excess equipment.

The committee discussed renting a box truck on an as needed basis for band and athletic needs.

The committee will tour the facilities in the future to be updated on repairs, maintenance, and facility needs.

Mr. Domowicz is working with Denney Electric and PECO to replace florescent tubes at no cost to the District.

The committee adjourned at 7:00 p.m.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**OCTORARA AREA SCHOOL DISTRICT
FINANCE COMMITTEE MEETING
December 11, 2023 – 7:00 PM
Jr. High School Multi-Purpose Room**

Finance Committee members in attendance: Mr. Norris, chair; Mr. Ganow, and Mr. Hurley. Other members present were Mr. Koennecker, Mr. Lusby, Ms. Metzler, Ms. Williamson, and Mr. Zimmerman. Also in attendance were Mrs. Hardy, Secretary, Dr. Leever, Superintendent, Mr. Domowicz, Business Manager; and Mr. Furlong, Assistant Business Manager.

Mr. Domowicz and Mr. Furlong reviewed the year-to-date General Fund Budget comparison with year-to date last year.

Mr. Domowicz reported the 2022-2023 audit is not complete. He is hoping to have the auditors give an audit presentation at the February Board meeting.

Mr. Domowicz announced he is currently working on a software utilization comparison. He is researching getting the financial and human resource systems bundled with our current student information system, Powerschool. There is a one-time set-up fee that will pay for itself in 4.5 years.

Mr. Domowicz reported he is moving towards an electronic, one card system with Fulton Bank to pay the bills. This will eliminate the current cost of approximately \$7 per check for processing.

The committee adjourned at 7:16 p.m.

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**

Cash Balance as of November 30, 2023 **\$ 2,406,896.31**

Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$ 3,595,571.40	
Other Receipts - (Rentals, Misc.)	1,030.00	
Checking Account Interest	5,679.41	
Transfer in from Investments	<u>3,086,629.77</u>	<u>6,688,910.58</u>
Total Available		\$ 9,095,806.89

Disbursements:

Net Payroll	\$ 1,167,673.08	
Accounts Payable	4,715,018.85	
Transfer to Investments	<u>0.00</u>	<u>5,882,691.93</u>

General Fund Cash as of December 31, 2023 **\$ 3,213,114.96**

Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$ 8,673,507.94	
Beginning Balance Fulton Money Market		32,086,629.77
Earnings on PSDLAF Investment Account		38,827.97
Earnings on Fulton Money Market		86,335.74
Net Transfers		(\$3,086,629.77)

Total General Fund Cash and Investments as of December 31, 2023 **\$ 41,011,786.61**

For the January 16, 2024 Regular Board Meeting

**OCTORARA AREA SCHOOL DISTRICT
INVESTMENT ANALYSIS**

Listed below is a summary of our investment activity for the period ending December 31, 2023

GENERAL FUND

Checking	\$3,213,114.96	3.35%	Fulton
Investment	8,712,335.91	5.266%	PSDLAF (MAX)
Investment	29,086,335.74	3.35%	Fulton Money Market
	<u>\$ 41,011,786.61</u>		

OTHER CASH & INVESTMENTS

Activity	\$ 150,843.51	3.35%	Checking
Cafeteria	187,986.23	3.35%	Checking
Capital Projects	2,460,466.29	5.280%	PSDMAX
Capital Reserve	2,407,285.74	5.270%	PSDLAF
Payroll	12,392.77	3.35%	Checking
	<u>\$ 5,218,974.54</u>		

Total General Fund Cash and Investments as of December 31, 2023

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 12/31/2023

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
3100	FOOD SERVICES			
	000 NON-CATEGORICAL	0.00	0.00	0.00
	111 REGULAR SALARIES	10,526.40	45,614.40	0.00
	112 TEMPORARY SALARIES	0.00	0.00	0.00
	113 OVERTIME/VACATION BUY BACK	0.00	0.00	0.00
	116 ADMIN INSUR OPT OUT	0.00	0.00	0.00
	119 ADDITIONAL COMPENSATION	2,500.00	2,500.00	0.00
	121 REGULARY SALARIES	0.00	0.00	0.00
	122 TEMPORARY SALARIES	0.00	0.00	0.00
	151 CLERICAL SALARIES	8,380.26	48,748.27	0.00
	181 REGULAR SALARIES	25,784.96	111,645.93	0.00
	182 TEMPORARY SALARIES	0.00	0.00	0.00
	211 MEDICAL INSURANCE	0.00	0.00	0.00
	212 DENTAL INSURANCE	0.00	0.00	0.00
	213 LIFE INSURANCE	35.96	215.76	0.00
	214 INCOME PROTECTION INS	0.00	306.90	0.00
	215 EYE CARE INSURANCE	0.00	0.00	0.00
	216 PRESCRIPTION INSURANCE	0.00	0.00	0.00
	220 SOCIAL SECURITY CONTRIB	3,567.58	15,695.41	0.00
	230 RETIREMENT CONTRIB	12,282.56	61,896.78	0.00
	250 UI	0.00	0.00	0.00
	260 WORKERS' COMPENSATION	196.85	869.86	0.00
	271 SELF-INS MED HEALTH	2,585.26	15,436.26	0.00
	272 SELF-INSURANCE DENTAL	188.43	1,125.10	0.00
	275 SELF-INSURANCE EYE CARE	11.13	66.53	0.00
	276 SELF-INS PRESCRIPTION	583.02	3,481.14	0.00
	281 OPEB FOR COST OF RETIRE	0.00	0.00	0.00
	290 OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00
	329 PRO ED SVCS - OTHER	0.00	0.00	0.00
	330 OTHER PROFESSIONAL SVC	0.00	0.00	0.00
	422 ELECTRICITY	0.00	0.00	0.00
	430 REPAIRS & MAINT SVCS	0.00	2,972.14	0.00
	442 RENTAL OF EQUIPMENT	0.00	0.00	0.00
	522 AUTOMOTIVE LIAB INS	0.00	0.00	0.00
	540 ADVERTISING	0.00	72.44	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 12/31/2023

Account	Description	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
	550 PRINTING & BINDING	0.00	0.00	0.00
	580 TRAVEL & CONFER EXPENSE	0.00	1,767.74	0.00
	610 GENERAL SUPPLIES	813.09	10,917.39	0.00
	611 SUPPLIES	0.00	439.46	0.00
	612 OPER/MAINT- VEHICLE SU	0.00	0.00	0.00
	630 FOOD	23,514.48	166,129.34	0.00
	633 DONATED COMMODITIES	0.00	0.00	0.00
	634 SNACKS	0.00	487.00	0.00
	640 BOOKS AND PERIODICALS	0.00	0.00	0.00
	648 EDUCATIONAL SOFTWARE	0.00	4,570.00	0.00
	741 NONFED FUNDED FOOD DEPR	0.00	0.00	0.00
	750 EQUIP-NEW	1,156.03	1,156.03	0.00
	752 CAPITAL EQUIP - ORIG/AD	0.00	0.00	0.00
	760 EQUIPMENT REPLACEMENT	0.00	0.00	0.00
	810 DUES & FEES	145.75	480.57	0.00
	890 MISC EXPENDITURES	0.00	0.00	0.00
	930 FUND TRANSFERS	0.00	0.00	0.00
	Total Expense:	92,271.76	496,594.45	0.00
	Profit / (Loss):	(92,271.76)	(496,594.45)	
	Average Meal Count: FOOD SERVICES	0	0.00%	
5130	REFUND PRIOR YR REV			
	111 REGULAR SALARIES	0.00	0.00	0.00
	250 UI	0.00	0.00	0.00
	Total Expense:	0.00	0.00	0.00
	Profit / (Loss):	0.00	0.00	
	Average Meal Count: REFUND PRIOR YR	0	0.00%	
5991	Refund Prior Yr EXP			
	000 NON-CATEGORICAL	0.00	0.00	0.00
	Total Expense:	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	387.63	1,684.83	0.00
	Total Revenue:	387.63	1,684.83	0.00
	Profit / (Loss):	387.63	1,684.83	

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 12/31/2023

Account	Description		MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
Average Meal Count: INTEREST ON		0	0.00%		
6611	DAILY SALES-SCH LUNCH				
	6611 DAILY SALES-SCH LUNCH		16,677.65	34,716.53	0.00
			16,677.65	34,716.53	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: DAILY SALES-SCH		0	0.00%		
6612	DAILY SALES-BREAKFAST				
	6612 DAILY SALES-BREAKFAST		0.00	0.00	0.00
			0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: DAILY SALES-		0	0.00%		
6620	DAILY SALES-NON-REIMBUR				
	6620 DAILY SALES-NON-REIMBUR		0.00	0.00	0.00
			0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: DAILY SALES-NON-		0	0.00%		
6621	ALA CARTE				
	6621 ALA CARTE		0.00	226.80	0.00
			0.00	226.80	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: ALA CARTE		0	0.00%		
6622	ADULT				
	6622 ADULT		0.00	0.00	0.00
			0.00	0.00	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: ADULT		0	0.00%		
6630	SPECIAL FUNCTIONS				
	6630 SPECIAL FUNCTIONS		6,816.00	9,867.06	0.00
			6,816.00	9,867.06	0.00
	Total Revenue:				
	Profit / (Loss):				
Average Meal Count: SPECIAL FUNCTIONS		0	0.00%		
6991	REFUND PRIOR YR EXP				
	6991 REFUND PRIOR YR EXP		25.20	1,696.34	0.00
			25.20	1,696.34	0.00
	Total Revenue:				
	Profit / (Loss):				

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2023-2024 Cut-off Date: 12/31/2023

Account	Description	Average Meal Count: REFUND PRIOR YR	0	0.00%	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
6992	REFUND						
	6992 REFUND						
					0.00	(480.49)	0.00
				Total Revenue:	0.00	(480.49)	0.00
				Profit / (Loss):	0.00	(480.49)	
Average Meal Count: REFUND		0	0.00%				
7600	MILK/LUNCH/BREAKFAST						
	7600 MILK/LUNCH/BREAKFAST				11,777.96	36,360.30	0.00
				Total Revenue:	11,777.96	36,360.30	0.00
				Profit / (Loss):	11,777.96	36,360.30	
Average Meal Count:		0	0.00%				
7810	STATE SHARE SS & MED						
	7810 STATE SHARE SS & MED				0.00	0.00	0.00
				Total Revenue:	0.00	0.00	0.00
				Profit / (Loss):	0.00	0.00	
Average Meal Count: STATE SHARE SS & MED		0	0.00%				
7820	STATE SHARE RETIRE CONT						
	7820 STATE SHARE RETIRE CONT				0.00	0.00	0.00
				Total Revenue:	0.00	0.00	0.00
				Profit / (Loss):	0.00	0.00	
Average Meal Count: STATE SHARE RETIRE		0	0.00%				
8531	SUBSIDIES MILK LUNCH						
	8531 SUBSIDIES MILK LUNCH				156,092.94	345,625.75	0.00
				Total Revenue:	156,092.94	345,625.75	0.00
				Profit / (Loss):	156,092.94	345,625.75	
Average Meal Count: SUBSIDIES MILK		0	0.00%				
8533	VALUE DONATED COMMODITY						
	8533 VALUE DONATED COMMODITY				0.00	0.00	0.00
				Total Revenue:	0.00	0.00	0.00
				Profit / (Loss):	0.00	0.00	
Average Meal Count: VALUE DONATED		0	0.00%				
All Locations							
				Grand Total Revenue:	191,777.38	429,697.12	0.00
				Grand Total Expense:	92,271.76	496,594.45	0.00
				Grand Total Profit / (Loss):	99,505.62	(66,897.33)	

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

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	4,428,692.40	9,060,909.60	32.83
200 PERSONNEL EMPL BENEFITS	8,181,577.00	0.00	2,987,437.59	5,194,139.41	36.51
300 PURCHASED PROF & TECH	176,000.00	99,197.40	67,481.60	9,321.00	94.70
400 PURCHASED PROPERTY SVC	71,800.00	41,603.73	25,742.50	4,453.77	93.80
500 OTHER PURCHASED SERVICE	2,446,378.00	1,370,300.79	1,047,395.48	28,681.73	98.83
600 SUPPLIES	282,110.00	26,461.24	130,519.50	125,129.26	55.65
700 PROPERTY	8,300.00	537.00	14,986.77	(7,223.77)	187.03
800 OTHER OBJECTS	200.00	0.00	0.00	200.00	0.00
Totals for 1100s	24,655,967.00	1,538,100.16	8,702,255.84	14,415,611.00	41.53
1200 SPEC PROG ELEMEN/SECOND					
100 PERSONNEL SERV-SALARIES	2,476,342.00	0.00	1,063,190.63	1,413,151.37	42.93
200 PERSONNEL EMPL BENEFITS	1,660,328.00	0.00	758,903.82	901,424.18	45.71
300 PURCHASED PROF & TECH	4,072,280.00	234,359.34	1,255,685.27	2,582,235.39	36.59
400 PURCHASED PROPERTY SVC	15,000.00	6,187.12	6,589.84	2,223.04	85.18
500 OTHER PURCHASED SERVICE	1,978,331.00	844,667.89	891,476.24	242,186.87	87.76
600 SUPPLIES	70,800.00	0.00	29,423.22	41,376.78	41.56
700 PROPERTY	8,000.00	0.00	0.00	8,000.00	0.00
800 OTHER OBJECTS	3,700.00	253.00	10,086.20	(6,639.20)	279.44
Totals for 1200s	10,284,781.00	1,085,467.35	4,015,365.22	5,183,958.43	49.60
1300 VOCATIONAL EDUCATION					
100 PERSONNEL SERV-SALARIES	763,141.00	0.00	307,612.62	455,528.38	40.31
200 PERSONNEL EMPL BENEFITS	525,635.00	0.00	215,653.29	309,981.71	41.03
300 PURCHASED PROF & TECH	220,500.00	73,480.44	29,085.90	117,933.66	46.52
400 PURCHASED PROPERTY SVC	3,000.00	2,465.32	742.83	(208.15)	106.94
500 OTHER PURCHASED SERVICE	803,161.00	1,320.00	574,552.27	227,288.73	71.70
600 SUPPLIES	110,750.00	41,308.75	18,384.21	51,057.04	53.90
700 PROPERTY	40,500.00	0.00	63,056.53	(22,556.53)	155.70
800 OTHER OBJECTS	11,850.00	0.00	15,554.59	(3,704.59)	131.26
Totals for 1300s	2,478,537.00	118,574.51	1,224,642.24	1,135,320.25	54.19

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG					
100 PERSONNEL SERV-SALARIES	161,695.00	0.00	203,462.26	(41,767.26)	125.83
200 PERSONNEL EMPL BENEFITS	68,089.00	0.00	72,415.49	(4,326.49)	106.35
300 PURCHASED PROF & TECH	30,000.00	4,222.47	1,620.27	24,157.26	19.48
500 OTHER PURCHASED SERVICE	281,000.00	0.00	90,360.78	190,639.22	32.16
600 SUPPLIES	4,000.00	0.00	914.11	3,085.89	22.85
Totals for 1400s	544,784.00	4,222.47	368,772.91	171,788.62	68.47
2100 SUPPORT SERV-PUPIL PERS					
100 PERSONNEL SERV-SALARIES	858,336.00	0.00	376,489.20	481,846.80	43.86
200 PERSONNEL EMPL BENEFITS	482,332.00	0.00	231,890.47	250,441.53	48.08
300 PURCHASED PROF & TECH	420,550.00	0.00	2,687.36	417,862.64	0.64
400 PURCHASED PROPERTY SVC	0.00	26,575.00	6,175.00	(32,750.00)	0.00
500 OTHER PURCHASED SERVICE	600.00	0.00	692.77	(92.77)	115.46
600 SUPPLIES	8,750.00	66.11	1,825.85	6,858.04	21.62
700 PROPERTY	0.00	0.00	2,379.07	(2,379.07)	0.00
800 OTHER OBJECTS	1,000.00	0.00	1,165.76	(165.76)	116.58
Totals for 2100s	1,771,568.00	26,641.11	623,305.48	1,121,621.41	36.69
2200 SUPPORT SERVICES-INSTRU					
100 PERSONNEL SERV-SALARIES	644,184.00	0.00	330,162.56	314,021.44	51.25
200 PERSONNEL EMPL BENEFITS	452,418.00	0.00	193,452.20	258,965.80	42.76
300 PURCHASED PROF & TECH	0.00	2,000.00	39,276.51	(41,276.51)	0.00
500 OTHER PURCHASED SERVICE	2,100.00	700.00	2,689.03	(1,289.03)	161.38
600 SUPPLIES	244,900.00	3,642.31	239,568.00	1,689.69	99.31
700 PROPERTY	300.00	0.00	0.00	300.00	0.00
800 OTHER OBJECTS	1,000.00	0.00	3,679.01	(2,679.01)	367.90
Totals for 2200s	1,344,902.00	6,342.31	808,827.31	529,732.38	60.61

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2300 SUPPORT SERVICES-ADMIN					
100 PERSONNEL SERV-SALARIES	1,611,977.00	0.00	765,519.93	846,457.07	47.49
200 PERSONNEL EMPL BENEFITS	954,808.00	6,337.65	489,164.86	459,305.49	51.90
300 PURCHASED PROF & TECH	188,500.00	54,540.15	102,388.74	31,571.11	83.25
400 PURCHASED PROPERTY SVC	6,000.00	1,911.49	2,140.35	1,948.16	67.53
500 OTHER PURCHASED SERVICE	77,950.00	978.60	40,186.57	36,784.83	52.81
600 SUPPLIES	67,000.00	2,798.01	18,214.40	45,987.59	31.36
700 PROPERTY	2,000.00	0.00	2,094.26	(94.26)	104.71
800 OTHER OBJECTS	43,161.00	3,442.65	45,742.62	(6,024.27)	113.96
Totals for 2300s	2,951,396.00	70,008.55	1,465,451.73	1,415,935.72	52.02
2400 SUPP SVC-PUBLIC HEALTH					
100 PERSONNEL SERV-SALARIES	286,802.00	0.00	116,373.37	170,428.63	40.58
200 PERSONNEL EMPL BENEFITS	223,454.00	0.00	93,930.66	129,523.34	42.04
300 PURCHASED PROF & TECH	13,000.00	3,500.00	17,547.00	(8,047.00)	161.90
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	4,022.72	5,279.75	47.46
700 PROPERTY	0.00	0.00	475.81	(475.81)	0.00
800 OTHER OBJECTS	715.00	0.00	1,018.00	(303.00)	142.38
Totals for 2400s	535,070.00	4,246.53	233,367.56	297,455.91	44.41
2500 SUPP SERVICES-BUSINESS					
100 PERSONNEL SERV-SALARIES	431,246.00	0.00	170,173.10	261,072.90	39.46
200 PERSONNEL EMPL BENEFITS	233,068.00	0.00	110,193.66	122,874.34	47.28
300 PURCHASED PROF & TECH	33,000.00	0.00	37,010.00	(4,010.00)	112.15
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	3,375.67	3,724.33	74.49
600 SUPPLIES	15,900.00	4,394.82	6,917.93	4,587.25	71.15
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	3,000.00	174.80	17,392.50	(14,567.30)	585.58
Totals for 2500s	738,814.00	12,069.62	345,062.86	381,681.52	48.34

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2600 OP/MAINT PLANT SVCS					
100 PERSONNEL SERV-SALARIES	645,718.00	0.00	272,823.38	372,894.62	42.25
200 PERSONNEL EMPL BENEFITS	429,402.00	0.00	190,114.41	239,287.59	44.27
300 PURCHASED PROF & TECH	988,238.00	191,377.45	127,497.50	669,363.05	32.27
400 PURCHASED PROPERTY SVC	505,297.00	700,416.24	727,783.32	(922,902.56)	282.65
500 OTHER PURCHASED SERVICE	205,450.00	0.00	223,769.41	(18,319.41)	108.92
600 SUPPLIES	915,494.00	108,995.08	331,244.19	475,254.73	48.09
700 PROPERTY	44,790.00	0.00	17,846.89	26,943.11	39.85
800 OTHER OBJECTS	1,000.00	0.00	2,535.00	(1,535.00)	253.50
Totals for 2600s	3,735,389.00	1,000,788.77	1,893,614.10	840,986.13	77.49
2700 STUDENT TRANSP SERVICES					
300 PURCHASED PROF & TECH	59,440.00	29,719.98	24,766.65	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	1,734,104.81	1,436,093.49	105,249.70	96.79
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	1,766,973.36	1,460,864.54	302,771.10	91.42
2800 SUPPORT SVCS-CENTRAL					
100 PERSONNEL SERV-SALARIES	405,627.00	0.00	173,497.93	232,129.07	42.77
200 PERSONNEL EMPL BENEFITS	302,452.00	0.00	103,457.81	198,994.19	34.21
300 PURCHASED PROF & TECH	5,000.00	32,226.50	35,271.50	(62,498.00)	1349.96
400 PURCHASED PROPERTY SVC	0.00	0.00	1,937.82	(1,937.82)	0.00
500 OTHER PURCHASED SERVICE	49,000.00	0.00	29,260.03	19,739.97	59.71
600 SUPPLIES	295,000.00	82,922.62	335,495.81	(123,418.43)	141.84
700 PROPERTY	382,500.00	7,971.98	(6,189.44)	380,717.46	0.47
800 OTHER OBJECTS	400.00	0.00	4,763.30	(4,363.30)	1190.83
Totals for 2800s	1,439,979.00	123,121.10	677,494.76	639,363.14	55.60
2900 OTHER SUPPORT SERVICES					
500 OTHER PURCHASED SERVICE	14,587.00	0.00	0.00	14,587.00	0.00
Totals for 2900s	14,587.00	0.00	0.00	14,587.00	0.00

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
3200 STUDENT ACTIVITIES					
100 PERSONNEL SERV-SALARIES	539,490.00	0.00	255,583.91	283,906.09	47.38
200 PERSONNEL EMPL BENEFITS	260,113.00	0.00	109,742.83	150,370.17	42.19
300 PURCHASED PROF & TECH	116,112.00	25,522.00	41,814.00	48,776.00	57.99
400 PURCHASED PROPERTY SVC	6,500.00	2,550.00	37,532.02	(33,582.02)	616.65
500 OTHER PURCHASED SERVICE	66,453.00	35,297.14	36,741.08	(5,585.22)	108.40
600 SUPPLIES	105,900.00	14,200.28	78,867.09	12,832.63	87.88
700 PROPERTY	14,300.00	4,980.30	(4,729.29)	14,048.99	1.76
800 OTHER OBJECTS	31,150.00	1,919.85	4,199.58	25,030.57	19.65
Totals for 3200s	1,140,018.00	84,469.57	559,751.22	495,797.21	56.51
3300 COMMUNITY SERVICES					
600 SUPPLIES	0.00	0.00	1,479.75	(1,479.75)	0.00
Totals for 3300s	0.00	0.00	1,479.75	(1,479.75)	0.00
5100 OTHER EXPEND & FINANCE					
800 OTHER OBJECTS	1,489,800.00	0.00	742,400.00	747,400.00	49.83
900 OTHER USES OF FUNDS	4,280,000.00	0.00	0.00	4,280,000.00	0.00
Totals for 5100s	5,769,800.00	0.00	742,400.00	5,027,400.00	12.87
5200 FUND TRANSFERS					
900 OTHER USES OF FUNDS	10,000.00	0.00	12,815.46	(2,815.46)	128.15
Totals for 5200s	10,000.00	0.00	12,815.46	(2,815.46)	128.15
5800 SUSPENSE ACCOUNT					
200 PERSONNEL EMPL BENEFITS	0.00	0.00	(880,682.39)	880,682.39	0.00
300 PURCHASED PROF & TECH	0.00	5,691.45	4,022.70	(9,714.15)	0.00
Totals for 5800s	0.00	5,691.45	(876,659.69)	870,968.24	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	5,846,716.86	22,258,801.29	33,740,682.85	45.44

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
6100 TAXES LEVIED BY THE LEA					
000 NON-CATEGORICAL	(39,238,761.00)	0.00	(36,722,150.81)	(2,516,610.19)	93.59
Totals for 6100s	(39,238,761.00)	0.00	(36,722,150.81)	(2,516,610.19)	93.59
6200 DISC TAKEN ON TAXES					
000 NON-CATEGORICAL	0.00	0.00	648,855.58	(648,855.58)	0.00
Totals for 6200s	0.00	0.00	648,855.58	(648,855.58)	0.00
6300 PENALTIES & INTEREST					
000 NON-CATEGORICAL	0.00	0.00	(837,214.48)	837,214.48	0.00
Totals for 6300s	0.00	0.00	(837,214.48)	837,214.48	0.00
6400 DELINQUENCIES TAXES LEV					
000 NON-CATEGORICAL	(634,398.00)	0.00	(559,553.44)	(74,844.56)	88.20
Totals for 6400s	(634,398.00)	0.00	(559,553.44)	(74,844.56)	88.20
6500 EARNINGS ON INVESTMENTS					
000 NON-CATEGORICAL	(375,000.00)	0.00	(691,717.55)	316,717.55	184.46
Totals for 6500s	(375,000.00)	0.00	(691,717.55)	316,717.55	184.46
6700 REV FROM STUDENT ACT					
000 NON-CATEGORICAL	(30,000.00)	0.00	(15,266.00)	(14,734.00)	50.89
Totals for 6700s	(30,000.00)	0.00	(15,266.00)	(14,734.00)	50.89
6800 REV FROM INTERMEDIATE					
000 NON-CATEGORICAL	(363,600.00)	0.00	(359,429.17)	(4,170.83)	98.85
Totals for 6800s	(363,600.00)	0.00	(359,429.17)	(4,170.83)	98.85
6900 OTHER REV FROM LOCAL					
000 NON-CATEGORICAL	(670,432.00)	0.00	(392,002.87)	(278,429.13)	58.47
400 PURCHASED PROPERTY SVC	0.00	0.00	(1,700.00)	1,700.00	0.00
Totals for 6900s	(670,432.00)	0.00	(393,702.87)	(276,729.13)	58.72
7100 BASIC INSTRUCT & OPER					
000 NON-CATEGORICAL	(7,979,409.00)	0.00	(3,664,788.59)	(4,314,620.41)	45.93
Totals for 7100s	(7,979,409.00)	0.00	(3,664,788.59)	(4,314,620.41)	45.93
7200 SUBSIDIES SPECIAL ED					
000 NON-CATEGORICAL	(1,758,308.00)	0.00	(817,651.00)	(940,657.00)	46.50
Totals for 7200s	(1,758,308.00)	0.00	(817,651.00)	(940,657.00)	46.50

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 12/31/2023

Account Description	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7300 SUBSIDIES NON-ED PGMS					
000 NON-CATEGORICAL	(3,329,944.00)	0.00	(2,662,673.10)	(667,270.90)	79.96
Totals for 7300s	(3,329,944.00)	0.00	(2,662,673.10)	(667,270.90)	79.96
7500 EXTRA GRANTS					
000 NON-CATEGORICAL	(318,487.00)	0.00	(397,749.20)	79,262.20	124.89
Totals for 7500s	(318,487.00)	0.00	(397,749.20)	79,262.20	124.89
7800 SUBSIDIES ST PAID BENE					
000 NON-CATEGORICAL	(3,709,984.00)	0.00	(1,743,857.10)	(1,966,126.90)	47.00
Totals for 7800s	(3,709,984.00)	0.00	(1,743,857.10)	(1,966,126.90)	47.00
8500 RESTRICT GRANTS-IN-AID					
000 NON-CATEGORICAL	(941,410.00)	0.00	(171,984.73)	(769,425.27)	18.27
Totals for 8500s	(941,410.00)	0.00	(171,984.73)	(769,425.27)	18.27
8700 GRANTS - ESSER					
000 NON-CATEGORICAL	(1,309,416.00)	0.00	(358,595.41)	(950,820.59)	27.39
Totals for 8700s	(1,309,416.00)	0.00	(358,595.41)	(950,820.59)	27.39
8800 MED ASSIST REIMBURSE					
000 NON-CATEGORICAL	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
Totals for 8800s	(50,400.00)	0.00	(5,442.29)	(44,957.71)	10.80
9900 <9900>					
000 NON-CATEGORICAL	0.00	0.00	(32,268.72)	32,268.72	0.00
Totals for 9900s	0.00	0.00	(32,268.72)	32,268.72	0.00
Revenue Totals	(60,709,549.00)	0.00	(48,785,188.88)	(11,924,360.12)	80.36
Fund 10 Totals					
Total Expenditure	55,166,401.00	5,841,025.41	22,380,245.52	26,945,130.07	51.16
Total Other Expenditure	6,679,800.00	5,691.45	(121,444.23)	6,795,552.78	(1.73)
Total Revenue	(60,709,549.00)	0.00	(48,752,920.16)	(11,956,628.84)	80.31
Total Other Revenue	0.00	0.00	(32,268.72)	32,268.72	0.00

JANUARY 2023

LIST OF BILLS FOR APPROVAL

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$ 1,436,771.68
Cafeteria Fund	\$ 25,563.60
Capital Projects	\$ 71,441.75
Capital Reserve	\$ 53,188.81
	<hr/>
	\$ 1,586,965.84

	<u>Budget</u>	<u>YTD Exp</u>	<u>%</u>
Fund 10	\$ 59,627,792.00	\$ 22,258,801.29	37.33%

Cafeteria Fund
January 16, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
9337	12/15/2023	CARDMEMBER SERVICES	MISCELLANEOUS SUPPLIES	\$ 1,426.26
9338	12/15/2023	DUTCH -WAY FARM MARKET INC	FOOD	\$ 94.55
9339	12/15/2023	DUTCHWAY HARDWARE	MISCELLANEOUS SUPPLIES	\$ 11.69
9340	12/15/2023	IMPERIAL BAG & PAPER CO LLC	MISCELLANEOUS SUPPLIES	\$ 471.42
9341	12/15/2023	MJ EARL INC	MISC SUPPLIES	\$ 199.80
9342	12/15/2023	MORABITO BAKING COMPANY	FOOD	\$ 226.38
9343	12/15/2023	US FOODS	FOOD	\$ 18,857.19
D000000015	12/15/2023	DFA DAIRY BRANDS	FOOD	\$ 4,276.31
			TOTAL	\$ 25,563.60

Capital Project Fund
January 16, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
201	12/05/2023	ARCHITERRA PC	ATHLETIC PLANS PHASE 1	\$ 729.73
202	12/05/2023	INTERFACE SERVICES	CARPET FOR OIS OFFICE	\$ 12,241.49
203	12/11/2023	CHESTER COUNTY CONSERVATION DISTRICT	NPDES APP FEE	\$ 500.00
204	12/11/2023	CHESTER COUNTY CONSERVATION DISTRICT	CONSERVATION DISTRICT SERVICE FEE	\$ 1,550.00
205	12/11/2023	CHESTER COUNTY CONSERVATION DISTRICT	CONSERVATION DISTRICT TIER II FEE	\$ 1,000.00
206	12/11/2023	COMMONWEALTH OF PENNSYLVANIA	NPDES DISTURBED ACRE FEE	\$ 200.00
207	12/15/2023	FREY LUTZ CORPORATION	OHS REPLACEMENT EQUIPMENT	\$ 24,800.00
209	12/15/2023	FREY LUTZ CORPORATION	PLC REPLACEMENT EQUIPMENT	\$ 24,800.00
210	12/20/2023	WEST FALLOWFIELD TOWNSHIP	STORMWATER ADM FEE	\$ 450.00
211	12/20/2023	WEST FALLOWFIELD TOWNSHIP	STORMWATER ESCROW	\$ 1,500.00
212	01/05/2024	ARCHITERRA PC	ATHLETIC PLANS PHASE 1	\$ 3,670.53
			TOTAL	\$ 71,441.75

Capital Reserve Fund
January 16, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
208	12/15/2023	LIBERTY DOOR SYSTEMS	BLDG IMPROVEMENTS	\$ 53,188.81

General Fund
January 16, 2024

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
192751	12/07/2023	APPTGY INC	TEC SUPPLIES	\$ 14,112.50
192752	12/07/2023	BAZZI BAT COMPANY LLC	ATHLETIC SUPPLIES	\$ 160.00
192753	12/07/2023	BRIAN CROUSE	PIAA OFFICIALS - BOYS BASKETBALL	\$ 266.00
192754	12/07/2023	BRIAN LONDON	PIAA OFFICIALS - BOYS BASKETBALL	\$ 266.00
192755	12/07/2023	BRIAN WIGGINS	PIAA OFFICIALS - BOYS BASKETBALL	\$ 194.00
192756	12/07/2023	CEDAR CREST H SCHOOL	WRESTLING TOURNAMENT	\$ 400.00
192757	12/07/2023	CHARLES SNYDER	PIAA OFFICIALS - BOYS BASKETBALL	\$ 194.00
192758	12/07/2023	DREAMBOX LEARNING	TECH FEES C&I	\$ 21,627.00
192759	12/07/2023	DUTCHWAY HARDWARE	MAINTENANCE SUPPLIES	\$ 621.69
192760	12/07/2023	EDWARDS BUSINESS	COPIER STAPLES	\$ 64.20
192761	12/07/2023	FRANK DANO	PIAA OFFICIALS - BOYS BASKETBALL	\$ 97.00
192762	12/07/2023	JAY GALLAGHER	PIAA OFFICIALS - BOYS BASKETBALL	\$ 97.00
192763	12/07/2023	JOSH BOULTBEE	PIAA OFFICIALS - BOYS BASKETBALL	\$ 194.00
192764	12/07/2023	KURTZ BROS	GENERAL SUPPLIES	\$ 235.00
192765	12/07/2023	LISA GRIEST	TITLE II PROF DEV EDUCATION SERVICE	\$ 4,992.00
192766	12/07/2023	MARPLE NEWTOWN H SCHL	WRESTLING TOURNAMENT	\$ 325.00
192767	12/07/2023	METCO	GENERAL SUPPLIES	\$ 28.90
192768	12/07/2023	ODP BUSINESS	GENERAL SUPPLIES	\$ 697.23
192769	12/07/2023	JOHN DEERE FINANCIAL	CTE ANIMAL PLANT SCIENCE SUPP	\$ 258.86
192770	12/07/2023	PIPE DATA VIEW	REPAIRS & MAINT - OIS EQUIP	\$ 725.00
192771	12/07/2023	POTTSTOWN WRESTLING	WRESTLING TOURNAMENT	\$ 600.00
192772	12/07/2023	PREMIUM POWER SRVCS	REPAIRS & MAINT - OHS EQUIP	\$ 641.30
192773	12/07/2023	SKILLS USA INC	PERKINS DUE AND FEES	\$ 1,618.00
192774	12/07/2023	STEPHEN DECATUR H SCHL	WRESTLING TOURNAMENT	\$ 450.00
192775	12/07/2023	JOHN DEERE FINANCIAL	TECH ED SUPS, CTE MECH SYS TECH SUPS	\$ 602.53
192776	12/07/2023	US FOODS	FAM CON SCIENCE, HOME EC/CTE SUPS	\$ 951.43
192777	12/07/2023	VICKI ZURBRICK	PIAA OFFICIALS - FIELD HOCKEY	\$ 89.00
192778	12/15/2023	21ST CENTURY MEDIA	BUSINESS-ADVERTISING	\$ 355.98
192779	12/15/2023	ALEN SECURITY	TECH SRVS REPAIRS/MAINT	\$ 1,666.02
192780	12/15/2023	ATLANTIC TRACTOR LLC	REPAIRS & MAINT - EQUIP	\$ 2,443.43
192781	12/15/2023	AT&T MOBILITY	OPER/MAINT-TRANS/TELE SERVICE	\$ 8,543.73
192782	12/15/2023	AVON GROVE BOOSTERS	BASKETBALL TOURNAMENT	\$ 400.00
192783	12/15/2023	BSN SPORTS LLC	ATHLETIC SUPPLIES	\$ 9,112.54
192784	12/15/2023	CARDMEMBER SERVICES	VARIOUS - SEE ATTACHED	\$ 12,986.13
192785	12/15/2023	CM REGENT LLC	SUSPENSE ACCOUNT - LTD	\$ 5,374.83
192786	12/15/2023	COLLEGE BOARD	PSAT INVOICE	\$ 725.76
192787	12/15/2023	COUNTRY CDJ	VEHICLE REPAIR	\$ 2,040.90
192788	12/15/2023	CREST GOOD MFG	PLUMBING SUPPLIES	\$ 778.59
192789	12/15/2023	DALLASTOWN WRESTL	WRESTLING TOURNAMENT	\$ 120.00

**General Fund
January 16, 2024**

192790	12/15/2023	DAVE MILLER	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192791	12/15/2023	DENNEY ELECTRIC	MAINT/ELECTRICAL SUPPLIES	\$ 308.40
192792	12/15/2023	DUTCH -WAY FARM MARKET	HOME EC/CTE SUPPLIES	\$ 718.04
192793	12/15/2023	EDWARDS BUSINESS	COPIER	\$ 187.86
192794	12/15/2023	E.M. HERR FARM & HOME	ATHLETIC SUPPLIES	\$ 912.00
192795	12/15/2023	ESI EQUIPMENT INC	HOMELAND SECURITY EQIP PERKINS	\$ 30,654.00
192796	12/15/2023	FAITHFUL TRANSPORT	TRANSPORTATION	\$ 11,980.32
192797	12/15/2023	GDVDH CONFERENCE	CONFERENCE	\$ 109.00
192798	12/15/2023	GOVERNOR MIFFLIN WRESTL	WRESTLING TOURNAMENT	\$ 75.00
192799	12/15/2023	H & L TEAM SALES	JH BOYS BASKETBALL UNIFORMS	\$ 2,128.00
192800	12/15/2023	JONATHAN YODER	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192801	12/15/2023	JOSEPH MOWDAY PAINTING	PAINT HS STAIRWAY	\$ 3,625.00
192802	12/15/2023	KADES MARGOLIS	CBIZ Fees	\$ 6.00
192803	12/15/2023	LANCASTER GENERAL	ATHLETIC TRAINING SERVICES	\$ 3,646.00
192804	12/15/2023	LEARNWELL SERVICES	SP ED HOSPITAL TUTORING	\$ 137.25
192805	12/15/2023	LEBANON WRESTLING	WRESTLING TOURNAMENT	\$ 160.00
192806	12/15/2023	LUCAS THOMPSON	CTE ANIMAL PLANT SCIENCE SUPP	\$ 144.00
192807	12/15/2023	MICHAEL SCHILPP	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192808	12/15/2023	MIKE NAGY	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192809	12/15/2023	PERKIOMEN VALLEY	WRESTLING TOURNAMENT	\$ 60.00
192810	12/15/2023	PMEA DISTRICT 12	BAND FEST REGISTRATION	\$ 210.00
192811	12/15/2023	QUAKERTOWN WRESTL	WRESTLING TOURNAMENT	\$ 180.00
192812	12/15/2023	RON SIMONETTI	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192813	12/15/2023	ROSE TREE MEDIA S D	SP ED TRANSPORTATION	\$ 16,571.36
192814	12/15/2023	SHERWIN-WILLIAMS	OPER/MAINT-MS MAINT SUP	\$ 490.32
192815	12/15/2023	SNYDER & MYLIN SEPTIC	PORTABLE TOILET RENTAL	\$ 1,195.00
192816	12/15/2023	SPRING GROVE WRESTLI	WRESTLING TOURNAMENT	\$ 125.00
192817	12/15/2023	TELESYSTEM	OPER/MAINT-TRANS/TELE SERVICE	\$ 1,984.02
192818	12/15/2023	TK ELEVATOR	ELEVATOR MAINTENANCE	\$ 3,148.55
192819	12/15/2023	TOM HERR	OFFICIALS - JH GIRLS BASKETBALL	\$ 84.00
192820	12/15/2023	TOM HILLEN	PIAA OFFICIALS - GIRLS BASKBALL	\$ 97.00
192821	12/15/2023	TYRONE THOMAS	OFFICIALS - JH GIRLS BASKETBALL	\$ 84.00
192822	12/15/2023	US FOODS	HOME EC/CTE SUPPLIES, FACS	\$ 1,119.88
192823	12/15/2023	VERIZON WIRELESS	OPER/MAINT-TRANS/TELE SERVICE	\$ 3,040.27
192824	12/15/2023	WARD'S SCIENCE	JR HIGH SCIENCE SUPPLIES	\$ 329.99
192825	12/15/2023	XEROX CORPORATION	COPIER LEASE/RENTAL	\$ 1,805.22
192826	12/15/2023	PA DEPARTMENT OF ED	TITLE I REVENUE	\$ 4,002.00
192827	12/22/2023	21ST CENTURY MEDIA	ADVERTISING	\$ 112.52
192828	12/22/2023	ALPHABET SIGNS	HOMECOMING BANNERS	\$ 2,152.95
192829	12/22/2023	ANDREW KOEHLER	PIAA OFFICIALS - BOYS BASKETBALL	\$ 169.00

**General Fund
January 16, 2024**

192830	12/22/2023	ANDERSON AUTO REPAIR	OPER/MAINT- DIST VEHICLE SUP	\$	1,096.15
192831	12/22/2023	AQUAFLOW PUMP & SUPPLY	FILTERS, ETC	\$	787.61
192832	12/22/2023	ANDREW ASHTON	PAYROLL ADJ	\$	203.01
192833	12/22/2023	BRIAN LONDON	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192834	12/22/2023	CARL BEHM	PIAA OFFICIALS - JH BOYS BASKETBALL	\$	169.00
192835	12/22/2023	CHARLES SNYDER	PIAA OFFICIALS - BOYS BASKETBALL	\$	169.00
192836	12/22/2023	CHRISTOPHER JOHNSON	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192837	12/22/2023	CINDY KRUSE CONSULT	TITLE II PROFESSIONAL ED SERVICES	\$	17,100.00
192838	12/22/2023	CREST GOOD MFG	PLUMBING SUPPLIES	\$	1,798.48
192839	12/22/2023	DENNEY ELECTRIC	MAINT/ELECTRICAL SUPPLIES	\$	2,018.84
192840	12/22/2023	DUTCH -WAY FARM MARKET	CTE DIRECTOR BREAKFAST	\$	548.44
192841	12/22/2023	FP FINANCE	MONTHLY LEASE	\$	115.00
192842	12/22/2023	GREG GEIST	PIAA OFFICIALS - GIRLS BASKBALL	\$	97.00
192843	12/22/2023	GUARDIAN LIFE INSURANCE	SUSPENSE ACCOUNT - LIFE INS	\$	7,382.44
192844	12/22/2023	IN A HEARTBEAT LLC	CTE CHLDCARE/CULIN/DUES/FEES	\$	1,100.00
192845	12/22/2023	J BRADLEY LANDIS	PIAA OFFICIALS - GIRLS BASKBALL	\$	97.00
192846	12/22/2023	JOHNSON CONTROLS FIRE PROTECT	REPAIRS & MAINT - OES EQUIP	\$	1,144.04
192847	12/22/2023	JOSH BOULTBEE	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192848	12/22/2023	KADES MARGOLIS	OTHER EMPLOYEE BENEFITS	\$	6,787.01
192849	12/22/2023	KEYSTONE CHAPT FIRE SRVC	CTE HOMELAND SECURITY DUES/FEES	\$	25.00
192850	12/22/2023	LITITZ SIGNS	ATHLETIC SUPPLIES	\$	135.85
192851	12/22/2023	LNP MEDIA GROUP INC	ADVERTISING	\$	1,202.68
192852	12/22/2023	M&B ENVIRONMENTAL	CONTRACT & SERVICE	\$	8,161.65
192853	12/22/2023	MARK LOVETT	PIAA OFFICIALS - GIRLS BASKBALL	\$	97.00
192854	12/22/2023	MIGUEL TIRADO	PIAA OFFICIALS - BOYS BASKETBALL	\$	72.00
192855	12/22/2023	OCTORARA K-6 PTO	REIMBURSEMENT	\$	442.65
192856	12/22/2023	ODP BUSINESS	OFFICE DEPOT	\$	640.42
192857	12/22/2023	PAULA KATCHMER	OFFICIALS - JH GIRLS BASKETBALL	\$	65.00
192858	12/22/2023	PET EMERGENCY ACADEMY	CTE ANIMAL PLANT SCIENCE DUE/FEES	\$	299.70
192859	12/22/2023	PIXEL PRESS TECH	TECH FEES C&I	\$	150.00
192860	12/22/2023	PREMIUM POWER SRVCS	GENERATOR RENTAL	\$	5,250.00
192861	12/22/2023	PRESSLEY RIDGE	AIDE SERVICES	\$	8,580.00
192862	12/22/2023	PRINTA SYSTEMS	GRAPHIC ARTS SUPPLIES	\$	150.15
192863	12/22/2023	SCOTT HADEN	PIAA OFFICIALS - BOYS BASKETBALL	\$	169.00
192864	12/22/2023	SCREENCASTIFY LLC	TECH FEES C&I	\$	2,788.00
192865	12/22/2023	TOM HERR	PIAA OFFICIALS - JH BOYS BASKETBALL	\$	234.00
192866	12/22/2023	T P TRAILERS INC	MAINT/RENTAL	\$	335.00
192867	12/22/2023	UPPER DAUPHIN AREA H S	WRESTLING TOURNAMENT	\$	100.00
192868	12/22/2023	WEST CHESTER AREA S D	TUITION-VOC ED PMTS	\$	2,351.90
192869	12/26/2023	CHES CO HEALTH DEPT	OPER/MAINT-DUES/FEES	\$	500.00

**General Fund
January 16, 2024**

192870	12/26/2023	TRIAD LIFTS LLC	ELEVATOR KEYS & SWITCHES	\$	3,651.41
192871	12/29/2023	KADES MARGOLIS	CBIZ Fees	\$	6.00
192872	01/05/2024	A&A MACHINERY MOVING	WAREHOUSE RENTAL	\$	624.00
192873	01/05/2024	ADRIAN BEILER	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192874	01/05/2024	CARL BEHM	PIAA OFFICIALS - GIRLS BASKETBALL	\$	97.00
192875	01/05/2024	CINTAS	OPER/MAINTENANCE SUPPLIES	\$	81.48
192876	01/05/2024	CM REGENT LLC	SUSPENSE ACCOUNT - LTD	\$	5,363.81
192877	01/05/2024	DAN MENTZER	PIAA OFFICIALS - GIRLS BASKETBALL	\$	97.00
192878	01/05/2024	DARRIN SMITH	PIAA OFFICIALS - GIRLS BASKETBALL	\$	97.00
192879	01/05/2024	DAVIS BETH T	BENEFIT REFUND	\$	2,344.50
192880	01/05/2024	DAVE KMIECIK	PIAA OFFICIALS - GIRLS BASKETBALL	\$	169.00
192881	01/05/2024	DELAWARE ELEVATOR INC.	REPAIRS & MAINT - JHS EQUIP	\$	341.00
192882	01/05/2024	DENNEY ELECTRIC	MAINT/ELECTRICAL SUPPLIES	\$	1,141.70
192883	01/05/2024	DUTCH -WAY FARM MARKET	HOME EC/CTE SUPPLIES	\$	682.09
192884	01/05/2024	ECONOMY GLASS	DO PASS THROUGH WINDOW	\$	6,219.00
192885	01/05/2024	EDWARDS BUSINESS	LEASE/COPIER RENTAL	\$	2,108.83
192886	01/05/2024	ESS NORTHEAST LLC	PROF ED SERV	\$	10,576.73
192887	01/05/2024	JACKSON CREEK LLC	TAX REFUND	\$	390.17
192888	01/05/2024	JAMES FRETTS	PIAA OFFICIALS - BOYS BASKETBALL	\$	72.00
192889	01/05/2024	JEFF ERISMAN	PIAA OFFICIALS - GIRLS BASKETBALL	\$	169.00
192890	01/05/2024	JEFFREY HOSTETTER	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192891	01/05/2024	JEFFREY WILDER	PIAA OFFICIALS - BOYS BASKETBALL	\$	97.00
192892	01/05/2024	JONATHAN YODER	PIAA OFFICIALS - GIRLS BASKETBALL	\$	218.00
192893	01/05/2024	KAUFFMAN GAS	PROPANE	\$	136.59
192894	01/05/2024	LANCASTER GENERAL	MED REQ/HR	\$	723.00
192895	01/05/2024	LISA GRIEST	TITLE II PROF DEV EDUCATION SERVICE	\$	4,992.00
192896	01/05/2024	NOAH WEDDIGEN	PIAA OFFICIALS - BOYS BASKETBALL	\$	72.00
192897	01/05/2024	ODP BUSINESS	GENERAL SUPPLIES	\$	215.50
192898	01/05/2024	JOHN DEERE FINANCIAL	CTE ANIMAL PLANT SCIENCE SUPP	\$	178.92
192899	01/05/2024	PARKESBURG AREA BUS	ADVERTISING CTE PROGRAMS GENRL	\$	350.00
192900	01/05/2024	SAMUEL & MAXINE LONDON	TAX REFUND	\$	41.89
192901	01/05/2024	SCHOOLS CUBED	LOCAL REV FOR OPEB	\$	19,500.00
192902	01/05/2024	SHERWIN-WILLIAMS	OPER/MAINT-HS MAINT SUP	\$	1,346.56
192903	01/05/2024	STEWART BUSINESS	GENERAL SUPPLIES	\$	426.00
192904	01/05/2024	JOHN DEERE FINANCIAL	OPER/MAINT-SUPPLIES	\$	520.26
192905	01/05/2024	TOM HERR	PIAA OFFICIALS - GIRLS BASKETBALL	\$	218.00
192906	01/05/2024	TRIAD LIFTS LLC	ELEVATOR SERVICES AGREEMENT	\$	2,180.00
192907	01/05/2024	TYRONE THOMAS	PIAA OFFICIALS - GIRLS BASKETBALL	\$	72.00
192908	01/05/2024	XEROX CORPORATION	COPIER LEASE/RENTAL	\$	2,803.37
192909	01/05/2024	XEROX FINANCIAL SRVS	SERV/RENTAL AGREEMENT	\$	474.68

General Fund
January 16, 2024

D00000300	12/07/2023	AMAZON CAPITAL SERVICES	HOME EC/CTE SUPPLIES	\$ 641.99
D00000300	12/07/2023	CCIU	3RD QTR OCC ED	\$ 206,172.90
D00000301	12/07/2023	DAVCO ADVERTISING INC	DISCIPLINE FORMS	\$ 349.00
D00000301	12/07/2023	DEL CO PUB SCHL HEALTH	SUSPENSE ACCOUNT - PRES DRUGS	\$ 140,516.49
D00000301	12/07/2023	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$ 4,046.60
D00000301	12/07/2023	FLINN SCIENTIFIC INC	SCIENCE SUPPLIES	\$ 148.09
D00000301	12/07/2023	FREY LUTZ CORP	REPAIRS & MAINT - OES EQUIP	\$ 853.50
D00000301	12/07/2023	GAP POWER	EQUIPMENT - NEW	\$ 218.95
D00000301	12/07/2023	GRAYDUS CHARLES	REIMB TRAVEL	\$ 910.11
D00000301	12/07/2023	HCSG	JANITORIAL/CUSTODIAN SERVICES	\$ 760.50
D00000301	12/07/2023	HOWETT'S SCREEN PRINT	CHEERLEADING SUPPLIES	\$ 1,302.69
D00000301	12/07/2023	IND BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 27,410.46
D00000302	12/07/2023	JOHNSTONE SUPPLY	OPER/MAINT-HS MAINT SUP	\$ 1,654.46
D00000302	12/07/2023	STEVEN A LEEVER	REIMB TRAVEL/CONF	\$ 54.68
D00000302	12/07/2023	MARTIN HELENA T	REIMB TRAVEL/CONF	\$ 59.16
D00000302	12/07/2023	MUSIC & ARTS CA DEPT	SR HIGH CHORUS- MUSIC	\$ 39.00
D00000302	12/07/2023	NATIONAL VISION	SUSPENSE ACCOUNT - VISION INS	\$ 858.40
D00000302	12/07/2023	ORNER'S LANDSCAPES	LANDSCAPING SERVICES	\$ 10,390.00
D00000302	12/07/2023	PECO	ENERGY	\$ 19,146.99
D00000302	12/07/2023	PETROLEUM TRADERS	DIESEL FUEL	\$ 22,590.58
D00000302	12/07/2023	SAMANTHA PITTMAN	REIMB TRAVEL/CONF	\$ 587.88
D00000302	12/07/2023	TANNER FURNITURE	CLASSROOM FURNITURE	\$ 8,591.70
D00000303	12/07/2023	TOWN SERVICE CENTER	OPER/MAINT- DIST VEHICLE SUP	\$ 174.71
D00000303	12/15/2023	ALAN MCILVAIN COMPANY	JR HIGH TECH ED SUPPLIES	\$ 1,925.90
D00000303	12/15/2023	ALHOUSE TRANSPORT	TRANS-CONTRACT CARRIER	\$ 25,500.84
D00000303	12/15/2023	AMAZON CAPITAL SERVICES	TECH SRVS SUPPLIES	\$ 6,708.49
D00000303	12/15/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$ 425.17
D00000303	12/15/2023	CCIU	PCA/BCBA	\$ 23,121.02
D00000303	12/15/2023	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$ 1,209.30
D00000303	12/15/2023	EVANS SANDRA	REIMB TRAVEL/CONF	\$ 52.40
D00000303	12/15/2023	GREGORY FANTAZZI	REIMB TRAVEL/CONF	\$ 81.22
D00000303	12/15/2023	AMANDA FRATERMAN	LEARNING SUPT - TRAVEL	\$ 223.40
D00000304	12/15/2023	FREY LUTZ CORP	PIPE INSULATION (PLUMBING)	\$ 2,252.00
D00000304	12/15/2023	GENERAL HEALTHCARE	PCA	\$ 40,859.70
D00000304	12/15/2023	HARDY JILL	REIMB TRAVEL/CONF	\$ 130.35
D00000304	12/15/2023	HCSG	JANITORIAL/CUSTODIAN SERVICES	\$ 64,717.17
D00000304	12/15/2023	HODOROVICH DARREN	REIMB SUPPLIES	\$ 61.26
D00000304	12/15/2023	IND BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 58,469.79
D00000304	12/15/2023	LIBERTY DOOR SYSTEMS	JH DOORS	\$ 8,851.83
D00000304	12/15/2023	MUSIC & ARTS CENTER	BAND EQUIPMENT	\$ 1,607.30

**General Fund
January 16, 2024**

D00000304	12/15/2023	NRG BUILDING SERVICES	REPAIRS & MAINT - EQUIP	\$ 1,840.49
D00000304	12/15/2023	OASD	Due from Cafeteria Fund /Healthy Snack-Refunded	\$ 2,000.00
D00000305	12/15/2023	PECO	ENERGY	\$ 1,049.30
D00000305	12/15/2023	PETROLEUM TRADERS	FUEL	\$ 1,400.36
D00000305	12/15/2023	SIGNAL 88 LLC	SECURITY SERVICES	\$ 18,781.68
D00000305	12/15/2023	LISA STEINER	REIMB STUDENT REWARD	\$ 68.82
D00000305	12/15/2023	SUBURBAN TESTING	MAINT. WATER TESTING/SUPPLIES	\$ 265.00
D00000305	12/15/2023	THOMSON REUTERS	ONLINE/SFTWR SUB CHARGES	\$ 263.67
D00000305	12/15/2023	TSA CONSULTING	Tax Shelter Annuity Payable	\$ 54,938.68
D00000305	12/15/2023	WITMER PUBLIC SAFETY	EQUIP REPAIR CTE HSPS	\$ 167.15
D00000305	12/22/2023	3B SERVICES INC.	REPAIRS & MAINT - EQUIP	\$ 1,020.00
D00000305	12/22/2023	ALTHOUSE TRANSPORT	2023-24 TRANSPORT CONTRACT	\$ 308,998.94
D00000306	12/22/2023	AMAZON CAPITAL SERVICES	TENNIS NETS	\$ 971.22
D00000306	12/22/2023	AUSTILL'S REHAB SERVICE	OT / PT SERVICES	\$ 11,109.91
D00000306	12/22/2023	CCRN ED & BEHAV SUP	EDUCATIONAL & BEHAVIORAL SUPPORTS	\$ 32,678.25
D00000306	12/22/2023	CRITICARE HOME HEALTH	SUBSTITUTE NURSE	\$ 4,380.50
D00000306	12/22/2023	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$ 8,847.40
D00000306	12/22/2023	ROBERT S DOMOWICZ	REIMB TRAVEL/CONF	\$ 159.82
D00000306	12/22/2023	DRC	INST/CURR DEV POSTAGE	\$ 500.00
D00000306	12/22/2023	FREY LUTZ CORP	JHS TEACHER LOUNGE HVAC	\$ 8,402.50
D00000306	12/22/2023	GAP POWER	MAINTENANCE SUPPLIES/RENTALS	\$ 719.00
D00000306	12/22/2023	GENERAL HEALTHCARE	PCA	\$ 19,010.25
D00000307	12/22/2023	GRAINGER	GENERAL SUPPLIES	\$ 1,135.02
D00000307	12/22/2023	IND BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 31,391.83
D00000307	12/22/2023	JOHNSTONE SUPPLY	OPER/MAINT-SUPPLIES	\$ 250.50
D00000307	12/22/2023	LAULETTA PATRICK	REIMB TRAVEL/CONF	\$ 115.28
D00000307	12/22/2023	MAZZAGATTI SANDRA	REIMB SUPPLIES	\$ 161.40
D00000307	12/22/2023	MUSIC & ARTS CA DEPT	INSTRUMENTAL MUSIC SUPPLIES	\$ 132.00
D00000307	12/22/2023	OASD - CAFÉ	REFRESHMENTS	\$ 4,816.00
D00000307	12/22/2023	PECO	ENERGY	\$ 39,816.43
D00000307	12/22/2023	PETROLEUM TRADERS	FUEL	\$ 1,015.29
D00000307	12/22/2023	SAMANTHA PITTMAN	REIMB TRAVEL/CONF	\$ 147.51
D00000308	12/22/2023	PROASYS INC	WATER TREATMENT CHEM/SERVICE	\$ 1,215.00
D00000308	12/22/2023	SDIC	Employer Share W/C	\$ 17,677.28
D00000308	12/22/2023	PAULA A SPICHER	TUITION REIMB INSTRUCT STAFF	\$ 1,050.00
D00000308	12/22/2023	SWIFTMD	MEMBERSHIP FEE VIRTUAL/TELE DOC	\$ 849.15
D00000308	12/22/2023	TALLEY MATTHEW	TUITION REIMB INSTRUCT STAFF	\$ 445.00
D00000308	12/22/2023	KELLY L WETZEL	REIMB TRAVEL/CONF	\$ 50.44
D00000308	12/26/2023	CCIU	CAREER ACADEMY	\$ 383,593.64
D00000308	12/29/2023	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$ 425.17

**General Fund
January 16, 2024**

D00000308	12/29/2023	TSA CONSULTING	403B/ROTH/457B	\$	54,853.31
D00000308	01/05/2024	3B SERVICES INC.	REPAIRS & MAINT - EQUIP	\$	1,489.52
D00000309	01/05/2024	ALTHOUSE TRANSPORT	CONTRACTED CARRIER	\$	32,169.43
D00000309	01/05/2024	AMAZON CAPITAL SERVICES	INST/CURR DEV- SUPPLIES	\$	5,325.74
D00000309	01/05/2024	CCIU	OT / PT SERVICES	\$	59,847.36
D00000309	01/05/2024	DEL CO PUB SCHL HEALTH	SUSPENSE ACCOUNT - PRES DRUGS	\$	161,509.75
D00000309	01/05/2024	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$	4,023.90
D00000309	01/05/2024	FREY LUTZ CORP	OPER/MAINT - OTHER PROF SVRS	\$	2,829.67
D00000309	01/05/2024	GAP POWER	MAINTENANCE SUPPLIES/RENTALS	\$	200.00
D00000309	01/05/2024	GRAINGER	SUPPLIES	\$	1,062.88
D00000309	01/05/2024	HODOROVICH DARREN	REIMB SUPPLIES	\$	49.10
D00000309	01/05/2024	IND BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$	94,041.57
D00000310	01/05/2024	DOROTHY LOMBOY	REIMB SUPPLIES	\$	29.47
D00000310	01/05/2024	MARTIN HELENA T	REIMB CTP-Animal-PlantScience Supply	\$	173.48
D00000310	01/05/2024	MURDOCK TARA	REIMB SUPPLIES	\$	237.60
D00000310	01/05/2024	MUSIC & ARTS CA DEPT	INSTRUMENTAL MUSIC SUPPLIES	\$	78.40
D00000310	01/05/2024	OASD - CAFÉ	SNACK TICKETS	\$	13.00
D00000310	01/05/2024	PECO	ENERGY	\$	14,202.17
D00000310	01/05/2024	PETROLEUM TRADERS	FUEL	\$	2,045.25
D00000310	01/05/2024	SAMANTHA PITTMAN	REIMB TRAVEL/CONF	\$	143.11
D00000310	01/05/2024	PRECISION FIRE PROTECT	OPER/MAINT - OTHER PROF SVRS	\$	1,000.00
D00000310	01/05/2024	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$	34,665.75
D00000311	01/05/2024	RISCH WENDY	REIMB HEALTH SUPPLIES	\$	21.66
D00000311	01/05/2024	SAGE TECHNOLOGY	TECH SRVS-TECH SRVS	\$	4,094.00
D00000311	01/05/2024	SMART SOURCE LLC	2023 TAX FORMS	\$	201.37
D00000311	01/05/2024	STOLTZFUS FEED	CTE ANIMAL PLANT SCIENCE SUPP	\$	262.85
D00000311	01/05/2024	U S SUPPLY COMPANY	MAINTENANCE SUPPLIES	\$	183.96
D00000311	01/05/2024	WINDLE'S WATER WORKS	WINDLES WATER	\$	157.50
			TOTAL	\$	1,436,771.68

Cardmember Services
January 16, 2024

Payment #	Payment Date	VendorName	Description	Amount
192784	12/15/2023	CARDMEMBER SERVICES	STAFF RELATIONS-ADVERTISING - TAX REFUND	\$ (196.55)
192784	12/15/2023	CARDMEMBER SERVICES	HOME DEPOT, TURKEY HILL, NEW ENT STONE	\$ 2,669.32
192784	12/15/2023	CARDMEMBER SERVICES	PASQUALES, WAWA - COMP PLAN REFRESHMENTS	\$ 221.18
192784	12/15/2023	CARDMEMBER SERVICES	ASBO, PASBO	\$ 560.00
192784	12/15/2023	CARDMEMBER SERVICES	AVERY PRODUCTS	\$ 53.00
192784	12/15/2023	CARDMEMBER SERVICES	PASBO	\$ 849.00
192784	12/15/2023	CARDMEMBER SERVICES	PA FBLA	\$ 600.30
192784	12/15/2023	CARDMEMBER SERVICES	AQUA, DUBIA	\$ 333.78
192784	12/15/2023	CARDMEMBER SERVICES	THE PENN STATER HOTEL	\$ 843.60
192784	12/15/2023	CARDMEMBER SERVICES	FBLA	\$ 528.00
192784	12/15/2023	CARDMEMBER SERVICES	KONA ICE, PIZZA VILLA, LIMESTONE- STUDENT REWARD	\$ 936.60
192784	12/15/2023	CARDMEMBER SERVICES	SCHOOL PRIDE LTD	\$ 35.00
192784	12/15/2023	CARDMEMBER SERVICES	FITNESS PLUS EQUIPMENT	\$ 65.06
192784	12/15/2023	CARDMEMBER SERVICES	WAWA, COURTYARD BY MARRIOTT	\$ 1,410.92
192784	12/15/2023	CARDMEMBER SERVICES	GROFF & GROFF LUMBER	\$ 338.20
192784	12/15/2023	CARDMEMBER SERVICES	LIMESTONE PIZZA, PIZZA VILLA - STUDENT REWARD	\$ 270.48
192784	12/15/2023	CARDMEMBER SERVICES	HOME DEPOT	\$ 42.49
192784	12/15/2023	CARDMEMBER SERVICES	KIDS DISCOVER	\$ 131.67
192784	12/15/2023	CARDMEMBER SERVICES	PIZZA VILLA - WORKING LUNCH	\$ 103.44
192784	12/15/2023	CARDMEMBER SERVICES	SP WOODBURN PRESS	\$ 57.60
192784	12/15/2023	CARDMEMBER SERVICES	PIZZA VILLA, LIMESTONE PIZZA - STUDENT REWARD	\$ 62.38
192784	12/15/2023	CARDMEMBER SERVICES	BEST WESTERN	\$ 288.50
192784	12/15/2023	CARDMEMBER SERVICES	GBC ARDEN STUDIO	\$ 110.00
192784	12/15/2023	CARDMEMBER SERVICES	IMSE	\$ 60.00
192784	12/15/2023	CARDMEMBER SERVICES	HEGGERTY.ORG	\$ 672.84
192784	12/15/2023	CARDMEMBER SERVICES	TEACHERS PAY TEACHERS	\$ 5.25
192784	12/15/2023	CARDMEMBER SERVICES	AMAZON - AUDIBLE	\$ 8.43
192784	12/15/2023	CARDMEMBER SERVICES	CHEWY.COM	\$ 87.00
192784	12/15/2023	CARDMEMBER SERVICES	COUNTY OF CHESTER	\$ 103.30
192784	12/15/2023	CARDMEMBER SERVICES	PA ASCD, ASCD MEMBERSHIP, ROSEN PUBLIS	\$ 193.34
192784	12/15/2023	CARDMEMBER SERVICES	SERP INSTITUTE (TRAINING)	\$ 840.00
192784	12/15/2023	CARDMEMBER SERVICES	DR CAROL TOLMAN	\$ 270.44
192784	12/15/2023	CARDMEMBER SERVICES	ROSEN PUBLISHING	\$ 136.80
192784	12/15/2023	CARDMEMBER SERVICES	RSS.COM	\$ 4.99
192784	12/15/2023	CARDMEMBER SERVICES	AMAZON(MUSIC/APP), COMPTIA TESTOUT	\$ 229.99
192784	12/15/2023	CARDMEMBER SERVICES	SHEETZ	\$ 59.78
			TOTAL	\$ 12,986.13



Revised

Book	Policy Manual
Section	800 Operations
Title	Suicide Awareness, Prevention and Response
Code	819
Status	First Reading

Purpose

The Board is committed to protecting the health, safety and welfare of its students and the school community; **promoting healthy development; and safeguarding against the threat or attempt of suicide.** This policy supports the provision of a comprehensive district program of **education, training and resources** designed to promote **school connectedness and** behavioral health, and prevent suicide.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

Authority

The Board directs the district to provide education on youth suicide awareness and prevention; methods of prevention, intervention and response to suicide attempt or suicide; **and reporting procedures.**[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

The district is committed to providing access to age and developmentally-appropriate youth suicide awareness and prevention supports and resources to all district students, without bias or discrimination.[\[2\]](#)[\[3\]](#)

The district shall notify employees, students and parents/guardians of this policy and shall post the policy on the district's website.[\[1\]](#)

Definitions

Behavioral health - the emotion, behaviors and biology related to a person's mental well-being, their ability to function in everyday life and their concept of self.

Behavioral service providers – include, but are not limited to, state, county or local behavioral health service providers, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[\[4\]](#)[\[2\]](#)

Bias – the attitudes or beliefs we have about a person or group that affect our understanding, actions and decisions in a conscious or subconscious manner.[\[4\]](#)

Individualized Management Plan – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team's attention, as well as the resources and supports a student might need based on the information gathered during the assessment. The Individualized Management Plan is developed primarily for documentation and communication purposes.[\[4\]](#)

Postvention – a multi-component crisis response to provide support, promote healing after a tragic loss and to minimize risk of contagion after a suicide.

Prevention - refers to efforts that seek to reduce the factors that increase the risk for suicidal thoughts and behaviors and increase the factors that help strengthen, support and protect the behavioral health and wellness of individuals.

Protective factors - refer to characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factor's impact. Protective factors may be seen as positive countering events.

Resilience - the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress, or "bouncing back" from difficult experiences.

Risk factors - refer to characteristics at the biological, psychological, family, community or cultural level that precede and are associated with a higher likelihood of negative outcomes, including suicide.

Safety Plan – an agreement developed between the student, parent/guardian, appropriate team members and behavioral health professionals, following a suicide screening or assessment, that documents communications, conveys an understanding of the seriousness of the student's distress and provides a set of skills and resources the student can use in a crisis.

School connectedness - the belief by students that adults and peers in the school district care about their learning as well as about them as individuals.

School District personnel - include, but may not be limited to, administrators, teachers, school district-based behavioral health professionals (e.g., school district counselor, school district psychologist, school district social worker), paraprofessionals, support staff, coaches, bus drivers, custodians and cafeteria workers.

Self-harm – behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. Self-harm behaviors can be either suicidal or nonsuicidal.

Suicide - death caused by self-directed injurious behavior with intent to die as a result of the behavior.

Suicide attempt - a potentially self-injurious behavior for which there is evidence that the person had at least some intent to kill themselves.

Suicide threat - a verbal or nonverbal communication that an individual intends to harm themselves with the intention to die but has not acted on the behavior.

Threat assessment – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school district employees, school district facilities, the community or others. [4]

Warning signs - evidence-based indicators, often observable, that someone may be in danger of suicide, either immediately or in the very near future.

Delegation of Responsibility

The Superintendent or designee, in collaboration with designated school district personnel, shall develop administrative regulations regarding the district's protocols for response to suicide threats, suicide attempts and suicide.

Guidelines

SUICIDE AWARENESS AND PREVENTION EDUCATION^[1]

Suicide Awareness and Prevention Education for Students

Students shall receive age **and developmentally**-appropriate, **student-centered lessons** on the importance of safe and healthy choices, coping strategies **focused on resiliency**, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others, including how to engage **school district** resources.

These lessons shall be integrated into the curriculum of health classes and other classes as appropriate. The lessons may be taught by health and physical education teachers, classroom teachers, student services staff or community service providers.

{ } Programming related to suicide prevention shall be delivered in small group or classroom settings; not in a large group or auditorium setting.

{x } District staff shall provide resources and access to counseling staff for students participating in programming, who may struggle with the topic of suicide prevention.

Lessons shall **contain information on comprehensive health and wellness, including emotional, behavioral and social skills development by:**

1. **Informing** students about broader behavioral health issues such as depression and substance **use**, as well as specific risk factors, protective factors and warning signs for suicide.
2. {x } **Encouraging** students to seek help for themselves or their peers, including when concerns arise via social media or other online forum, and to avoid making promises of confidence when they are concerned about the safety of a peer **or other individual**.
3. {x } **Adhering** to safe and effective messaging guidelines, **while avoiding** graphic testimonials and **including research-based** suicide prevention resources.
4. {x } **Promoting** a healthy school climate where students feel connected to and can identify trusted adults in the building.
5. {x } **Providing local, state and/or national resources for seeking help.**

Suicide Awareness and Prevention Education for **School District Personnel**

All **school district** personnel shall receive **written** information about the **district's protocols for suicide awareness and prevention, including** risk factors, warning signs, response **and communication** procedures, referrals and resources.

{ } School personnel shall also receive information regarding strategies to enhance protective factors, resilience and school connectedness.

As part of the district's professional development plan, professional educators in **school district** buildings serving students in grades six (6) through twelve (12) shall participate in a minimum of four (4) hours of youth suicide awareness and prevention training every five (5) years.^[1]^[8]^[9]

{x } The district shall make required training and refresher training available on an ongoing basis, so that educators may fulfill training requirements throughout the required timeframe.

{x } The district may also require training of professional staff in grades K-5, as well as ancillary **school district-wide staff, and may increase the training requirement.**

School District safety and security training for employees may include suicide awareness.[9]

Additional professional development in suicide risk screening and/or assessment and crisis intervention shall be provided to specialized staff and school district behavioral health professionals such as school district crisis response/intervention team members, **threat assessment team members**, designated administrators, school district counselors, school district psychologists, school district social workers and school district nurses.

{ } Resources for Parents/Guardians

{ } The district **shall** provide parents/guardians with resources including, but not limited to, health promotion and suicide risk, including characteristics and warning signs, and information about local, **state and national** behavioral health resources.

METHODS OF PREVENTION[1]

The district shall utilize a multifaceted approach to suicide prevention which integrates school district and community-based supports.

The methods of prevention utilized by the district include, but are not limited to, **education, training and awareness**; early identification and support for students at risk; and delegation of responsibility for planning and coordination of suicide prevention efforts.

Information received in confidence from a student may be revealed to the student's parents/guardians, the building principal, **the threat assessment team and/or crisis response/intervention team** or other appropriate authority when the health, welfare or safety of the student or any other person is clearly in jeopardy, **in accordance with applicable law, regulations and Board policy.**[4][10][11][12][13][14][15]

Suicide Prevention Coordinators

District-Wide -

A district-level suicide prevention coordinator shall be designated by the Superintendent **or designee**. This may be an existing district employee. The district suicide prevention coordinator shall be responsible for planning and coordinating implementation of this policy.

Building-Level -

Each building principal shall designate a school suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and policy implementation. This may be an existing district employee.

{x } , who may also be a member of the threat assessment team.[4]

Early Identification Procedures

Early identification of individuals with warning signs or suicide risk factors **that appear to adversely impact the student** is crucial to the district's suicide prevention efforts. To promote awareness, **school district personnel**, students and parents/guardians should be educated about suicide risk factors and warning signs.

Referral Procedures

Any **school district personnel** who observes a student exhibiting a warning sign for suicide, or **who** has another indication that a student may be contemplating suicide, shall **immediately** refer the student for suicide risk screening and/or assessment and intervention in accordance with **Board policy and district procedures.**[4][15][16]

In the absence of a warning sign for suicide, students demonstrating suicide risk factors that appear to be adversely impacting the student, **or other indications of self-harm**, should be referred to **an appropriate team or staff member (e.g., principal, school district counselor, Student Assistance Program team)** for support and follow-up.

When a student's behavior indicates a threat to the safety of the student, school district personnel shall report the student to the threat assessment team, an appropriate member of the team or the suicide prevention coordinator. The threat assessment team, crisis response/intervention team and designated staff responsible for conducting or arranging suicide risk screening and assessment shall coordinate to provide assessment and intervention in accordance with Board policy and district procedures.[4][15][16][17]

School District personnel shall arrange for or provide continuous adult supervision to ensure the student's safety.

Safe2Say Something

When the district receives a report through the Safe2Say Something program, members of the Safe2Say Something team shall coordinate with the appropriate emergency dispatch center(s), local law enforcement and/or district team, in accordance with district procedures.[9]

Documentation

The district shall document the referral, including specific **reasons** identified as indications that the student may be at risk.[4]

METHODS OF ASSESSMENT AND INTERVENTION[1]

The methods of **assessment and** intervention utilized by the district include, but are not limited to, responding to threats **of suicide or self-harm**, suicide attempts in school, suicide attempts outside of school and suicide.

The district shall maintain a trained school district crisis response/intervention team. Team members may include, but not be limited to, designated administrators, school district counselors, school district nurse, school district psychologist, social worker, school district security personnel, members of the Student Assistance Program team and others as designated by the district such as community behavioral health agency resources.

{ } **The district's threat assessment team shall serve as a crisis response/intervention team, and may coordinate with district behavioral health staff and community behavioral health agency resources as needed.**[4]

The Superintendent or designee shall establish administrative regulations for coordination of appropriate teams and staff in suicide assessment and intervention.

Suicide intervention procedures shall involve collaboration and coordination with the student, the parent/guardian, suicide prevention coordinator, the threat assessment team and/or the crisis response/intervention team and additional support services as needed.

Student Assessment and Intervention

When a student has been referred for assessment, designated members of the threat assessment team and/or crisis response/intervention team shall coordinate with appropriate behavioral health staff to assess and respond to the student's behavior,

which may include development or update of an Individualized Management Plan and/or Safety Plan, where appropriate, in accordance with Board policy and administrative regulations.[4]

A district-approved suicide risk screening or assessment tool may be used by trained behavioral health staff such as **school district** counselors, psychologists **or** social workers.

Parents/Guardians of a student identified as being at risk of suicide shall be notified by the **building principal or designee** and informed of crisis and community resources. If the **school district** suspects that the student's risk status is the result of abuse or neglect, **school district** staff shall immediately notify Children and Youth Services, **in accordance with applicable law and Board policy.[4][6]**

The district shall identify **and develop agreements with** behavioral service providers to whom students **may** be referred for further suicide risk screening and/or assessment and **intervention.**

If the student **has been** identified as being at increased risk of suicide, the district shall **develop** a new, or update a previous, Safety Plan to support the student and the student's family. The Plan should be developed collaboratively with input from the student, **the student's parents/guardians, appropriate team members and behavioral health professionals.**

Students With Disabilities

For students with disabilities who are identified as being at risk for suicide or who attempt suicide, the **team receiving the referral or other district staff shall notify the appropriate Individualized Education Program (IEP) team or Section 504 team** to address the student's needs in accordance with applicable law, regulations and Board policy.[3][4][18][19][20][21]

If a student is identified as being at risk for suicide or attempts suicide and the student may require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Documentation

The district shall document observations, recommendations and actions conducted throughout the course of intervention, suicide risk screening and/or assessment and follow-up, including verbal and written communications with students, parents/guardians, **appropriate team members** and behavioral service providers.[4]

METHODS OF RESPONSE TO SUICIDE ATTEMPT OR SUICIDE[1]

The district's crisis response/intervention team shall coordinate with first responders, district behavioral health staff and/or community behavioral health resources in response to a suicide attempt or suicide.

Response to Suicide Attempt

Methods of response to a suicide attempt utilized by the district include, but are not limited to:

1. **Acting in accordance with professional development and crisis response training including, but not limited to:**
 - a. **The rendering of first aid until professional medical services and/or transportation can be received.**
 - b. **Supervision of the student and movement of all other students out of the immediate area.**

2. **Coordinating with the threat assessment team to document or follow up on the threat assessment process, in accordance with Board policy, where applicable.**[4]
3. Notifying students, employees and parents/guardians.
4. Working with families.
5. Responding appropriately to the media.
6. Collaborating with community providers.

Re-entry Procedures

A student's excusal from school attendance after a behavioral health crisis and the student's return to school shall be consistent with state and federal laws and regulations, **and in accordance with Board policy.**[3][18][19][20][22][23]

Prior to a student returning to school after a behavioral health crisis, a district-employed behavioral health professional, **member(s) of the threat assessment team**, the building principal **or designee** shall meet with the parents/guardians of the student and, if appropriate, meet with the student to **discuss the student's return** to school and to create an individual re-entry plan.[4]

When authorized by the student's parent/guardian, the designated district employee shall coordinate with the appropriate outside behavioral **service** providers, request **releases of information** and written documentation from the treating facility and encourage their involvement in the re-entry **process**.

A school district behavioral health professional shall periodically check in with the student **and** monitor the student's **re-entry plan, which may include strategies and supports to facilitate the student's progress and** transition back into the school community, **including referrals to other school district-based teams or programs (e.g. Student Assistance Program).**

Re-entry of a student with a disability requires coordination with the appropriate team to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Response to Suicide (Postvention)

Upon confirmation of a suicide, the district shall immediately implement established postvention procedures which shall include methods for informing the school community; identifying and monitoring at-risk youth; and providing resources and supports for students, staff and families.

DOCUMENTATION PROCEDURES[1]

Effective documentation assists in preserving the safety of the student and ensuring communication among **school district** staff, parents/guardians and behavioral service providers.

When **school district personnel** take notes on any conversations or situations involving or relating to an at-risk student, the notes should contain only factual or directly observed information, not opinions or hearsay.

As stated in this policy, **school district personnel** shall be responsible for effective documentation of incidents involving suicide prevention, intervention and response, **in accordance with applicable laws, regulations and Board policy.**[4]

Reports and information shall be maintained confidentially and made available to appropriate district staff in accordance with applicable laws, regulations and Board policy.[4][11][12][13][14][24][25]

SUICIDE AWARENESS, PREVENTION AND CRISIS RESOURCES^[1]

Crisis Resources:

- National Suicide & Crisis Lifeline: 988 or visit <http://988lifeline.org>
- National Suicide Prevention Lifeline: **1-800-273-TALK (8255)** or visit <http://www.suicidepreventionlifeline.org/>
- Crisis Text Line: **TEXT 741741** or visit <http://www.crisistextline.org/>

National:

- [Centers for Disease Control and Prevention – Risk and Protective Factors](#)
- [Suicide Prevention Resource Center – Risk and Protective Factors](#)
- [Substance Abuse and Mental Health Services Administration \(SAMHSA\) Preventing Suicide: A Toolkit for High Schools](#)
- Suicide Prevention Resource Center - [Safe and Effective Messaging for Suicide Prevention](#)
- Suicide Prevention Resource Center - [After a Suicide Toolkit](#)
- [Recommendations for Reporting on Suicide](#)

Pennsylvania:

- [Suicide Prevention Task Forces](#) - groups of dedicated individuals that are committed to reducing the number of suicides and offering support to those who have been touched by suicide within their communities/counties in Pennsylvania.
- [Suicide Prevention Guide](#)
- [List of Crisis Intervention contact information by county](#)
- [List of County CASSP and Children's Behavioral Health Contact Persons](#)
- [Prevent Suicide PA's Act 71 Information](#)
- [STAR Center's Postvention Manual](#)

National and State Organizations

National:

- [American Association of Suicidology \(AAS\)](#)
- [American Foundation for Suicide Prevention \(AFSP\)](#)
- [Suicide Prevention Resource Center \(SPRC\)](#)

Pennsylvania:

- [Prevent Suicide PA](#)
- [Jana Marie Foundation](#)
- [Aevidum](#)
- [Services for Teens at Risk \(STAR-Center\)](#)
- [Pennsylvania Department of Education](#)
- [Pennsylvania Network for Student Assistance Services \(PNSAS\)](#)

PSBA Revision 10/23 © 2023 PSBA

Legal [1. 24 P.S. 1526](#)

2. Pol. 103
3. Pol. 103.1
4. Pol. 236.1
5. Pol. 249

6. Pol. 806

[7. 24 P.S. 1301-E](#)

8. Pol. 333

9. Pol. 805

[10. 22 PA Code 12.12](#)

[11. 20 U.S.C. 1232g](#)

[12. 34 CFR Part 99](#)

13. Pol. 207

14. Pol. 216

15. Pol. 236

16. Pol. 146

[17. 24 P.S. 1302-E](#)

18. Pol. 113

19. Pol. 113.2

20. Pol. 113.3

21. Pol. 114

22. Pol. 117

23. Pol. 204

24. Pol. 113.4

25. Pol. 209

Pol. 146.1

Pol. 816

Pol. 911



Book	Policy Manual
Section	200 Pupils
Title	Enrollment of Students
Code	200
Status	First Reading
Adopted	January 18, 2021

Authority

The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations.[\[1\]\[2\]\[3\]\[4\]](#)

Definitions

School age shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.[\[1\]\[5\]](#)

District of residence shall be defined as the school district in which a student's parents/guardians reside.[\[2\]\[3\]](#)

Guidelines

School age resident students and eligible nonresident students shall be entitled to attend district schools.[\[1\]\[2\]\[3\]\[6\]](#)

The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence, and immunizations and a completed Parental Registration Statement, as required by law and regulations, **except as follows:**[\[1\]\[2\]\[3\]\[7\]\[8\]\[9\]\[10\]](#)

1. Students Experiencing Educational Instability -

The district shall immediately enroll students experiencing homelessness, foster care and other forms of educational instability, even if the student or parent/guardian is unable to produce the required documents, in accordance with law, regulation and Board policy.[\[5\]\[14\]](#)

2. Children of Active Duty Military Families -

The district shall facilitate the timely enrollment and permit advanced enrollment of children of active duty military families, in accordance with law and Board policy. To

qualify for advanced enrollment, prior to establishing residency in the district, a copy of the official military orders shall be provided to the district along with proof of the parent's/guardian's intention to move into the district. The parent/guardian must provide proof of residence within forty-five (45) days after the arrival date stated in the military orders.~~[6][15][16]~~

The district shall administer a home language survey to all students enrolling in district schools for the first time.~~[3][11]~~

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.~~[3]~~

~~The district shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents.~~~~[12]~~

The district shall not inquire about the immigration status of a student as part of the enrollment process.~~[3]~~

~~Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy.~~~~[13]~~

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's admissions policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.~~[4]~~

The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.

Legal

- [1. 24 P.S. 1301](#)
- [2. 24 P.S. 1302](#)
- [3. 22 PA Code 11.11](#)
- [4. 22 PA Code 11.41](#)
- [5. 22 PA Code 11.12](#)
- [6. 22 PA Code 12.1](#)
- [7. 24 P.S. 1303a](#)
- [8. 24 P.S. 1304-A](#)
- 9. Pol. 203
- 10. Pol. 216.1
- 11. Pol. 138
- 12. Pol. 251
- 13. Pol. 202
- Pol. 201



Book	Policy Manual
Section	200 Pupils
Title	Educational Opportunity for Military Children
Code	254
Status	First Reading

Purpose

The Board recognizes the challenges encountered by children of military families due to the frequent moves and deployment of their parents/guardians. The Board is committed to eliminating barriers to student attendance, education and graduation; and to providing additional supports to children of military families in compliance with federal and state laws, regulations and Board policy.

Definitions

Active duty – means full-time duty status in the active uniformed services of the United States, including members of the National Guard and reserve on active duty orders.[\[1\]](#)[\[2\]](#)

Children of military families - means a school-aged child, enrolled in kindergarten through twelfth grade, normally residing in the household of an active duty member. Specifically, this includes children of:[\[3\]](#)

1. Active duty members of the uniformed services.
2. Members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement.
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

This does not include the children of:[\[3\]](#)

1. Inactive members of the National Guard and military reserves.
2. Members of the uniformed services now retired, except as otherwise stated in this policy.
3. Veterans of the uniformed services, except as otherwise stated in this policy.
4. Other United States Department of Defense personnel and other federal agency civilian and contract employees not defined as active duty members of the uniformed services.

State Council – an entity to coordinate the state's participation and compliance among its government agencies, school entities and military installations.

[SEE NOTE AT END OF POLICY TO DETERMINE WHICH DEFINITION OF UNIFORMED SERVICES TO SELECT BELOW.]

{ } **Uniformed services** – means the Army, Navy, Air Force, Marine Corps, Coast Guard, Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services.[\[3\]](#)

{ **X** } **Uniformed services** – means the U.S. armed forces, Commissioned Corps of the National Oceanic and Atmospheric Administration, and the Commissioned Corps of the Public Health Service.[\[4\]](#)

U.S. armed forces – means the Army, Navy, Air Force, Marine Corps, Coast Guard and Space Force.[\[4\]](#)

Authority

The Board directs the district to comply with the provisions of the Interstate Compact on Educational Opportunity for Military Children (Compact) and this Board policy by:[\[3\]](#)[\[5\]](#)

1. Facilitating the timely enrollment of children of military families and ensuring that they are not placed at a disadvantage due to difficulty in the transfer of education records from previous school districts or variations in entrance/age requirements.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)
2. Facilitating the student placement process through which children of military families are disadvantaged by variations in attendance requirements, scheduling, sequencing, grading, course content or assessment.[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)
3. Facilitating the qualification and eligibility for enrollment, educational programs and participation in extracurricular, academic, athletic and social activities.[\[15\]](#)[\[16\]](#)[\[17\]](#)
4. Facilitating the on-time graduation of children of military families.[\[18\]](#)
5. Providing for the promulgation and enforcement of administrative rules implementing the provisions of the Compact.
6. Providing for the uniform collection and sharing of information between and among states, schools and military families under the Compact.
7. Promoting coordination between the Compact and other compacts affecting military children.
8. Promoting flexibility and cooperation between the educational system, parents/guardians and the student in order to achieve educational success for the student.

Advance Enrollment

In addition to the provisions of the Compact, the district shall enroll children of a parent/guardian who is an active duty member of the U.S. armed forces, including a reserve component, that has received official military orders to transfer into or within Pennsylvania, prior to establishing residency in this district.[\[6\]](#)[\[8\]](#)[\[19\]](#)

The parent/guardian shall provide the following:[\[6\]](#)[\[19\]](#)[\[20\]](#)

1. A copy of the official military order.
2. Proof of intent to move into this district, which may include:[\[19\]](#)
 - a. A signed contract to buy a home.
 - b. A signed lease agreement.

c. A statement from the parent/guardian stating their intent to move into the district.

Within forty-five (45) days after the arrival date specified in the military orders, the parent/guardian shall provide the district with proof of residence in this district. [19]

The Board shall ensure that children of military families have equal access to the same educational programs, activities and services provided to other district students.

Delegation of Responsibility

The Superintendent shall be authorized to waive specific requirements in Board policies, procedures and administrative regulations to the extent that they create barriers for the enrollment, placement and attendance of children of military families. [6][7][8][11][15][16][18][21]

The Superintendent or designee shall collaborate with the military family education liaison designated by the State Council, ~~school~~ district staff, sending schools, local agencies and other entities in supporting the needs of children of military families.

Guidelines

Children of military families enrolled in this district shall be provided support and services, as appropriate to each individual student's needs, in accordance with the Compact and Board policy. [22][23][24][25][26]

NOTE:

The definition of "uniformed services" in the Pennsylvania Interstate Compact on Educational Opportunity for Military Children Act (24 P.S. 7301 et seq) currently differs from the federal definition of "uniformed services" (10 U.S.C. 101) since the federal definition has been updated to reference all branches of the U.S. armed forces, including Space Force. PSBA suggests considering the option aligning with the current federal definition (second option), to address the provision of educational opportunity for children of all active duty members of the armed forces, despite the technicality in differing definitions. This is a local decision that boards may discuss with their school solicitor.

PSBA New 12/2023 © 2023 PSBA

Legal

[1. 10 U.S.C. 12301 et seq](#)

[2. 10 U.S.C. 12401 et seq](#)

[3. 24 P.S. 7302](#)

[4. 10 U.S.C. 101](#)

[5. 24 P.S. 7301](#)

6. Pol. 200

7. Pol. 201

8. Pol. 202

9. Pol. 216

10. Pol. 127

11. Pol. 204

12. Pol. 206

13. Pol. 212

14. Pol. 215

15. Pol. 122

16. Pol. 123

17. Pol. 231

18. Pol. 217

[19. 24 P.S. 1302.1](#)

[20. 24 P.S. 1302](#)

21. Pol. 203

22. Pol. 103.1

23. Pol. 113

24. Pol. 114

25. Pol. 138

26. Pol. 918

Pol. 113.4

Pol. 115

Pol. 146

Pol. 209

Interstate Compact on Educational Opportunity for Military Children (MIC3)



254 ATT.docx (14 KB)

CONTRACT OF SERVICE

THIS CONTRACT OF SERVICE ("Agreement") is made and entered into by and between the **Allegheny Intermediate Unit** ("AIU"), with headquarters in Homestead, Pennsylvania, and **OCTORARA AREA SCHOOL DISTRICT** (hereinafter referred to as "Educational Employer"; collectively with AIU, the "Parties").

WITNESSETH:

WHEREAS, the AIU operates a website, www.PAeducator.net, through which individuals may submit employment applications for review by prospective employers (hereinafter referred to as the "Website"); and

WHEREAS, the Educational Employer wishes to accept online applications for employment from certificated and/or noncertificated individuals through the Website; and

WHEREAS, the Educational Employer wishes to obtain, and the AIU wishes to provide the Educational Employer with, access to the Website upon the following terms and conditions.

NOW, THEREFORE, intending to be legally bound, the Parties hereto agree as follows:

1. **Effective date.** This Agreement shall be effective on the later of September 1, 2022, or upon execution by both Parties.
2. **Service Provided.** The AIU shall provide the Educational Employer with access to the Website for the purpose of reviewing and considering applications for employment from certificated and noncertificated employees ("Service"). Provided the Educational Employer is a public entity, the Service offered herein is deemed by the Parties to be a purely governmental function as it relates to the retention of employees for public governmental positions. Such access shall be provided through (an) identification number(s) and (a) password(s) assigned to the Educational Employer. The Educational Employer agrees that the assigned password and identification number shall be used solely by the Educational Employer for purposes contained herein and shall not be distributed to any other employer, organization or individual.
3. **Payment.** In consideration of its use of the Website and the Service, the Educational Employer agrees to pay the AIU a fee of **\$1,950.00** per school year, prorated at **\$1,140.00**, defined as the period beginning July 1 and ending June 30 of any calendar year, prorated on a daily basis for any portion of a school year, if applicable. The fee specified herein is subject to change by the AIU at the beginning of any school year following written notice to the Educational Employer by June 1 of the prior school year. The AIU shall invoice the Educational Employer annually on or before June 1 for the following school year, or upon the commencement of this Agreement if after June 1. The Educational Employer agrees to remit payment within sixty (60) days of the invoice date. Should the Educational Employer fail to remit payment in full within sixty (60) days of invoicing, the AIU may (a) apply a late payment

charge of one percent (1%) per month on any unpaid balance and/or (b) suspend the Educational Employer's access to the Website. The Educational Employer agrees that a failure or delay in invoicing shall not constitute a waiver of the right of the AIU to be paid in full for its services. Late payment charges will continue to accrue monthly regardless of whether Educational Employer's access to the Website has been terminated pursuant to 3(b) above.

4. **No Representations or Warranties.** Except as expressly set forth in this Agreement, (a) neither party to this Agreement, nor any other person on such Party's behalf, has made or makes any express or implied representation or warranty, either oral or written, whether arising by law, course of dealing, course of performance, usage, trade or otherwise, all of which are expressly disclaimed, and (b) each Party acknowledges that it has not relied upon any representation or warranty made by the other party, or any other person on such party's behalf, except as specifically provided herein. The AIU makes no representations as to either the suitability for employment of individuals who submit applications through its website or the authenticity or accuracy of materials submitted by applicants. The Educational Employer acknowledges that it is solely responsible for determining applicants' suitability for employment and for verifying their qualifications and credentials.

5. **Limitation of Liability.** In no event shall the AIU be liable to the Educational Employer for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages arising out of, or relating to, and/or in connection with any breach of this Agreement, regardless of (a) whether such damages were foreseeable, (b) whether a party was advised of the possibility of such damages and (c) the legal or equitable theory (contract, tort or otherwise) upon which the claim is based. In no event shall the AIU's aggregate liability arising out of or related to this Agreement, whether arising out of or related to breach of contract, tort (including negligence), or otherwise, exceed the total of the amounts paid to the AIU by the Educational Employer pursuant to this Agreement in the 12 months preceding the event giving rise to the claim.

6. **Indemnification.** The Educational Employer shall indemnify, hold harmless and defend the AIU, its Board, officers, employees and agents from and against any and all costs, expenses (including reasonable counsel fees), liabilities, losses, damages, suits, actions, fines, penalties, claims or demands of any kind and asserted by or on behalf of any person or governmental authority arising out of the Educational Employer's (a) employment or nonemployment of any individual whose application it obtains through the Website and (b) misuse of information obtained through the Website including, but not limited to, (i) any violation of the privacy rights of the applicant, (ii) unauthorized distribution or use of the assigned password and identification number or (iii) discriminatory hiring practices by the Educational Employer. The Educational Employer's indemnification obligations shall survive the termination of this Agreement.

7. **Terms of Use/User Agreement and Privacy Policy.** The AIU may publish on the Website, and revise from time to time, a Terms of Use/User Agreement and Privacy Policy applicable to the Service and not inconsistent with the terms of this Agreement. The Educational Employer hereby authorizes any user(s) to whom it provides its PAeducator.net password(s) and identification number(s) to accept such Terms of Use/User Agreement and Privacy Policy. If such new or revised Terms of Use/User Agreement and/or Privacy Policy are

unacceptable to the Educational Employer, the Educational Employer may decline to accept it/them and terminate this Agreement as provided in Section 8 herein.

8. **Termination.** This Agreement may be terminated by the Educational Employer (a) at the end of any school year through prior written notice to the AIU received on or before May 31 of such school year or (b) upon the AIU's publication or revision of its Terms of Use/User Agreement and/or Privacy Policy, if the Educational Employer declines to accept it/them. This Agreement may be terminated by the AIU at any time upon written notice to the Educational Employer. In the event of termination by the AIU for any reason except an unpaid balance or by the Educational Employer following publication or revision of the Terms of Use/User Agreement and/or Privacy Policy, the Educational Employer shall be entitled to a refund of fees paid for the portion of the school year following such termination, prorated on a daily basis. Notices of termination shall be directed to the AIU Director of Human Resources and Labor Relations (if to the AIU) or to the Educational Employer's primary contact specified below (if to the Educational Employer).

9. **Miscellaneous.** This Agreement and all matters arising out of this Agreement are governed by and construed in accordance with the laws of Pennsylvania. The venue for any proceedings to enforce this Agreement shall be Allegheny County, Pennsylvania. Any controversy or claim arising out of or relating to this Agreement, or the breach hereof, may at the AIU's election be settled by arbitration pursuant to the Commercial Arbitration Rules of the American Arbitration Association, and judgment on the award rendered by the Arbitrator(s) shall be binding, conclusive and non-appealable and may be entered in any court having jurisdiction thereof. This Agreement, in addition to the Terms of Use/User Agreement and Privacy Policy, contains the entire understanding of the Parties with respect to the subject matter hereof, and supersedes all prior and contemporaneous written or oral understandings, agreements, representations, and warranties with respect to such subject matter. The invalidity, illegality, or unenforceability of any provision herein does not affect any other provision herein or the validity, legality, or enforceability of such provision in any other jurisdiction. The Parties may not amend this Agreement except by written instrument signed by the Parties. This Agreement may be executed in counterparts.

[Signature page follows]

IN WITNESS WHEREOF, the parties hereto have set their hands and seal the day and year above first written.

ATTEST:

ALLEGHENY INTERMEDIATE UNIT

BY: _____

Date:

ATTEST/WITNESS:

Jill A. Hardy

Name: Jill Hardy

Title: Executive Asst to
the Superintendent

Date: '

OCTORARA AREA SCHOOL DISTRICT

BY: Steven Leever

Name: STEVEN LEEVER

Title: SUPERINTENDENT

Primary contact for Educational Employer (to be completed by Educational Employer):

Name: KELLEY VANCE

Title:

Phone:

E-mail:

Fax:

Postal address:

ADDENDUM

This is an Addendum to the Agreement between the **Octorara Area School District** (hereinafter referred to as “LEA” for Local Education Agency) and **ESS Northeast, LLC** (the “Company”) for the services of Substitute Teachers and Staff:

The parties hereby agree to modify the Agreement as follows:

1. Effective January 16, 2024 the following positions and rates are added in Exhibit A:

Position	Pay Rate	Bill Rate 2023/2024 (31%)	Bill Rate 2023/2024 (31%)	Bill Rate 2023/2024 (31%)
Substitute Teacher (Full Day)	\$125.00	\$163.75	\$163.75	\$163.75
Substitute Teacher (Half Day)	\$62.50	\$81.88	\$81.88	\$81.88
Substitute Teacher—20+ days (Full Day)	\$135.00	\$176.85	\$176.85	\$176.85
Substitute Teacher—20+ (Half Day)	\$67.50	\$88.43	\$88.43	\$88.43
Building Base Substitute Teacher (Full Day)	\$150.00	\$196.50	\$196.50	\$196.50
Building Base Substitute Teacher (Half Day)	\$75.00	\$98.25	\$98.25	\$98.25
Substitute FSW (Hourly)	\$15.00	\$19.65	\$19.65	\$19.65

2. All other provisions of the Agreement shall remain in full force and effect during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

Octorara Area School District

By _____
Signature

Name and Title

Date _____

ESS Northeast, LLC

By _____
W. Andrew Hall, Executive V.P.

Date _____

architerra, pc.

OCTORARA AREA SCHOOL DISTRICT Athletic Campus Master Plan – Stage One Implementation

Component/Cost Strategy

8 January 2024

BASE BID COMPONENTS

<u>Item Cost</u>	<u>Summer 2022 Master Plan Cost</u>	<u>Summer 2024 Implementation</u>
Field 9 Scoreboard	\$ 34,400.	\$ 34,400.
Field 7 Softball Field	\$ 332,059. 599,533.	\$
Field 7 Outfield Fence	\$ 0. \$	54,882.
Field 1 Stadium Threshold (No Building Due to Electronic Ticketing)	\$ 97,000.	\$ 77,884.
Field 12 Right Field Foul Line	\$ 15,000.	\$ 20,000.
Field 12 ADA Access from Drive	\$ 18,600.	<u>\$ 30,693.</u>
Subtotal	\$	817,392
Current Budget	\$	844,532.
Improve Stadium Lighting (Direct Contract with Musco Lighting)	\$ 38,000.	\$ 50,000.

ALTERNATE BID COMPONENTS

Improve Safety Field 10 Team Areas	\$ 84,693.	\$ 124,148.
Miscellaneous Improvements – Field 12	\$ 32,500.	\$ 45,560.
Improve Field 10 Soccer Drainage	\$ 45,000.	\$ 57,600.
Improve Cross Country Trail	\$ 13,300.	\$ 0.
Provide Accessibility to Field 14	\$ 23,400.	\$ 0.
Miscellaneous Improvements to Field 9	<u>\$ 0.</u> \$	<u>122,430.</u>

architerra, pc.

TOTALS

\$ 733,952.
1,217,130.

\$

OPTION TWO

Comprehensive Facility Study (per PDE guidelines)

- Items included in Option One + the following:
- District Overview
- Overall Demographics review
- Facilities review
 - General Data / Photographs
 - Aerial Views
 - Existing Floor Plans
 - Operational Cost Summaries
 - Building Deficiencies/Improvements
 - Opinion of probable cost
- Options
 - Program Summaries
 - Conceptual Floor Plans (optional)
 - Cost Summaries
- Long-range Facility Improvements - up to 10+ years
- \$7,500

January 2024



Octorara Administration Office

228 HIGHLAND ROAD, SUITE 1, ATGLEN, PA 19310-1603

Phone: (610) 593-8238 ♦ Fax: (610) 593-6425 ♦ www.octorara.k12.pa.us



Dr. Steven A. Leever, Ed.D.
Superintendent of Schools

January 16, 2024

Ms. Alyssa Wingenfield, P.E.
McClure Company
4101 North Sixth Street
Harrisburg, PA 17110

Dear Mrs. Wingenfield,

This is to serve as a Letter of Intent (LOI) from the Octorara Area School District to McClure Company to proceed with the design study phase of a photovoltaic solar system project.

The District understands this design study will be performed in good faith, therefore at no cost or further obligation to the District unless a specialized study is required. Furthermore, specific utility and operational data shall only be utilized to develop a baseline database specific to our District and will not be disseminated to any other parties.

The District will jointly commit applicable resources, share information, and commit the time necessary to meet our objectives as stated below:

- We will provide McClure with all pertinent information about our facility operations.
- We expect McClure will provide solutions that will assist us in improving the quality of services and reducing the District's operating expenses.
- We expect McClure Company will provide us with detailed scope of work, fixed cost, and guaranteed solar production proposal.

McClure Company may begin the engineering and other preliminary work for the PV solar project in order to provide a complete scope of work and other details necessary for the District to enter into a solar installation and power purchase agreement. Upon completion, McClure shall provide a final report with the findings.

The letter of intent shall be valid for 180 days. During this time, the District agrees to not engage or execute any agreements with any other entity or sellers for the purchase of a solar system.

If the McClure solutions are approved by the Octorara Area School District Administration based on the above criteria, we intend to have our School Board review the feasibility proposal.

Sincerely,

Steven A. Leever
Superintendent



2023-24 Unified Champion Schools Memorandum of Understanding

Special Olympics Pennsylvania and Octorara Area Jr/Sr High School

This Memorandum of Understanding summarizes the partnership between Special Olympics Pennsylvania (SOPA) and Octorara Area Jr/Sr High School for the Unified Champion Schools (UCS) program designed to lead to more inclusive and accepting school environments. The three components are Unified Sports, inclusive youth leadership, and whole school engagement.

These programs will be offered in Octorara Jr/Sr High School and this agreement is for the 2023-24 school year ending June 30, 2024.

Special Olympics Pennsylvania

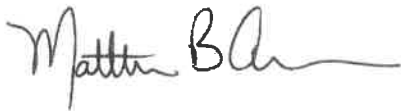
During the 2023-24 school year, Special Olympics Pennsylvania will provide funding support, technical guidance through dedicated staff, and resources to Octorara Area Jr/Sr High School. These will support the Unified Champion Schools program which consists of Unified Sports, inclusive youth leadership, and whole school engagement activities.

- Expenditures covered include:
 - \$1,000 stipend payable to the school district to be distributed among one or more coaches.
 - Depending on the size of the program, one or two portable indoor bocce courts and one or two sets of equipment (indoor bocce balls, connector pieces, measuring tapes, and cones)
 - Tee shirts for all of the participants as well as up to three polo shirts for the coaches or lead teachers
 - Training and resource materials on inclusive youth leadership, whole school engagement activities, and Unified Sports
 - Spread the Word Inclusion awareness campaign materials and supplies
- SOPA will provide technical guidance and resource support to ensure the successful implementation of the Unified Champion Schools program components. These include:
 - Online Unified Sports® training course and Unified Indoor Bocce training conducted for coaches and other interested personnel. This includes resource guides and access to free online materials.
 - SOPA staff member assigned to serve as a dedicated liaison.
 - How to conduct three whole school engagement activities during the year aimed at promoting inclusion, raising awareness, and improving overall school climate. This includes materials and guidance on conducting a respect and awareness campaign entitled "Spread the Word Inclusion."
 - Access to online videos, instructional materials, and best practices from schools around the country and in Pennsylvania.

Octorara Area Jr/Sr High School

Octorara Area Jr/Sr High School agrees to the following in support of the Unified Champion Schools program:

- Abide by the requirements outlined in this Memorandum of Understanding and any applicable Special Olympics Pennsylvania policies, sports rules, and program deadlines.
- Commit to transitioning the Intramural Unified Indoor Bocce program to an Interscholastic Unified Indoor Bocce program in 2024-25 which is treated the same as the rest of the high school's PIAA interscholastic sports. The Interscholastic Unified Indoor Bocce season aligns with the Pennsylvania Interscholastic Athletic Association winter season.
- The school's teacher/chaperone to student ratio policies are adhered to at all times.
- Ensure background checks are completed for all coaches and volunteers in accordance with Pennsylvania's state legal requirements. The school district will provide a copy of its background check policy to SOPA if requested.
- Ensure success through the involvement and support of the school's principal, athletic director, special education director, teachers, and staff for the Unified Champion Schools program.
- Complete and submit short midterm and final reporting requirements for a United States Department of Education Unified Champion Schools grant that provides partial funding support.
- **Unified Sports:** Have an Intramural Unified Indoor Bocce program which has the required proportional number of Special Olympics-eligible athletes (defined as students with an intellectual disability or developmental disability (including autism) with a cognitive delay) and students without an intellectual/developmental disability.
 - The program is conducted twice a week for 8-10 weeks any time between February and the end of May.
 - At least two teams and as many as four to six teams practice and play games together. Each team must be comprised of an equal number of Special Olympics-eligible students and students without an intellectual/developmental disability.
 - This program is for students in 9th – 12th grades including those up to the age of 21 provided they are receiving services from the school district.
 - Coaches will complete the free Unified Sports online course and other trainings, and carry out program management responsibilities.
- **Inclusive Youth Leadership:** There is a structured inclusive youth leadership club co-led by students with and without intellectual disabilities. It may be a new Unified Club or an existing group. This club meets once or twice per month and organizes activities to improve school climate and promote inclusion, acceptance, and respect.
- **Whole School Engagement:** Conduct two - three awareness activities which focus on inclusion, acceptance, and improved school climate. One of these will be a Spread the Word Inclusion activity. A wide choice of activities, as well as technical support, will be provided by your SOPA staff liaison. This includes resources and materials as defined in the previous section.



1/10/24

Matt Aaron
President and CEO
Special Olympics Pennsylvania

Date

Signature

Date

Name: _____

Title: _____

For Octorara Area Jr/Sr High School