

OCTORARA AREA SCHOOL DISTRICT
PUBLIC SCHOOL BOARD MEETING
September 19, 2022 – 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 from the Work Session of August 8, 2022 and the Regular Meeting of August 15, 2022.
5. Presentations/Discussions
 - A. ATSI Update – Jon Propper
 - B. Policy Clarifications – Ben Pratt
6. Information Items
 - A. Effective September 20, 2022 both OASD Signal 88 security guards will be armed.
7. Treasurer's Report
 - A. That the Octorara Board of School Directors approve the General Fund Report for period ending August 31, 2022.
8. Business Manager's Report
 - A. That the Octorara Board of School Directors approve the list of bills for payment.
9. Visitors' Comments - Agenda Items Only
10. Recommended Action Items:
 - A. That the Octorara Board of School Directors approve the list of school bus drivers employed by Althouse Transportation, Inc. for the 2022-2023 school year.
 - B. That the Octorara Board of School Directors approve the list of school bus runs by Althouse Transportation, Inc. for the 2022-2023 school year.
 - C. That the Octorara Board of School Directors approve the 2022-2023 Octorara Area School District Organizational Chart.
 - D. That the Octorara Board of School Directors approve the Contract for the Transportation of School Pupils with Faithful Transportation, LLC effective September 1, 2022 through June 30, 2023.
 - E. That the Octorara Board of School Directors approve the Service Agreement with the Chester County Intermediate Unit for System Design Benchmarking and LIEP Development.
 - F. That the Octorara Board of School Directors approve the Waiver Agreement and Release for student "A".

- G. That the Octorara Board of School Directors approve the updated Agreement for Consulting Services with The Devereux Foundation for Mental Health Specialists and Social Work Services.
- H. That the Octorara Board of School Directors vote for the following PSBA officers:
- | | |
|---|--------------|
| President Elect – Michael Gossert | |
| Vice-President – Allison Mathis | |
| Section E4 Advisor – Amy Goldman | |
| PSBA Insurance Trust Trustee – Kathy Swope | } Vote for 2 |
| PSBA Insurance Trust Trustee – Roberta Marcus | |
- I. That the Octorara Board of School Directors approve the 2022-2023 Octorara Area Career & Technical Education Occupational Advisory Committee.
- J. That the Octorara Board of School Directors accept the donation of \$500 each to the Octorara Primary Learning Center and the Octorara Elementary School from Cochranville United Methodist church for school supplies for students.

Resignation Approvals:

- K. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Mr. William Ray as custodian effective October 31, 2022. (Hired November 2, 1992)
- L. That the Octorara Board of School Directors accept the resignation of Ms. Kaitlyn McKinley as custodian effective September 14, 2022. (Hired February 18, 2019)
- M. That the Octorara Board of School Directors accept the resignation of Mr. Andrew Chesnet as an instructional assistant at the Octorara Jr./Sr. High School effective August 29, 2022. (Hired August 15, 2022)
- N. That the Octorara Board of School Directors accept, with regret, the resignation of Mr. Matthew Livingood as IYPT assistant advisor effective September 1, 2022. (Hired for the 2017-2018 school year)
- O. That the Octorara Board of School Directors accept the resignation of Mr. David Baker as Jr. High girls' basketball coach effective September 6, 2022. (Hired for the 2021-2022 school year)
- P. That the Octorara Board of School Directors accept the resignation of Ms. Sue Boninu as Jr. High assistant baseball coach effective August 4, 2022. (Hired for the 2021-2022 school year)
- Q. That the Octorara Board of School Directors acknowledge the no-call, no-show for Ms. Stephanie King as a cafeteria employee effective August 15, 2022. (Hired August 15, 2022)

Hiring Approvals:

- R. That the Octorara Board of School Directors approve the following substitute teachers for the 2022-2023 school year:
- Margaret (Peggy) Imms, Emergency
 - Danielle Good, Emergency
 - Rachael Blomiley, Emergency
 - Sara Herman, Early Childhood
 - Camryn Koennecker, Emergency
 - Kensington Denlinger, Emergency
 - Heidi Wertz, Elementary, Special Education
 - Sara Daigle, Emergency
 - Chelsea Curry, Emergency

- S. That the Octorara Board of School Directors approve the following supplemental contract for the 2022-2023 school year:
- | | | | |
|---------------------|-------------------------------|----------------|---------|
| Allison Schillinger | Jr High Asst Volleyball Coach | 4 pts. @ \$620 | \$2,480 |
|---------------------|-------------------------------|----------------|---------|
- T. That the Octorara Board of School Directors approve the change in rate for Ms. Renee Yarrish from \$16.57 per hour to \$17.40 per hour. Ms. Yarrish is an instructional assistant at the Octorara Primary Learning Center.
- U. That the Octorara Board of School Directors approve the transfer for Ms. Brittany Myers from cafeteria employee to cafeteria site leader effective August 23, 2022. Ms. Myers' rate will be \$16.00 per hour for 5.75 hours per day.
- V. That the Octorara Board of School Directors approve a salary adjustment for Ms. Patty Steyer from Bachelor's to Master's +15, Step 17 to MAX. Ms. Steyer's adjusted salary will be \$64,208.
- W. That the Octorara Board of School Directors approve the change in days worked for Ms. Melissa Fanelli from 198 days per year to 188 days per year. Ms. Fanelli is the Intervention Specialist at the Octorara Intermediate School.
- X. That the Octorara Board of School Directors approve the change in supplemental points from 8 points to 12 points for Mr. William McWatters. Mr. McWatters is the advisor for IYPT and will assume the additional position of assistant advisor upon Mr. Livingood's resignation.
- Y. That the Octorara Board of School Directors approve the following changes in salary due to graduate credits earned:
- | | | |
|------------------|---|----------------|
| Danielle Kelley | From B+15 (\$59,778) to M (\$61,715) | Step 14 to MAX |
| Patrick Lauletta | From M+30 (\$81,207) to M+45 (\$83,895) | Step 5 to MAX |
| Kyle Whary | From M+30 (74,503) to M+45 (\$77,466) | Step 9 to MAX |
- Z. *That the Octorara Board of School Directors approve Kegel Kelin Litts & Lord as the District solicitor for the 2022-2023 school year.*
- AA. *That the Octorara Board of School Directors approve a salary adjustment for Ms. Sandra Mendez from \$33,670 to \$35,780. (Ms. Mendez was accidentally left off the 2022-2023 list of salaries that was approved in August.)*
- BB. *That the Octorara Board of School Directors approve the list of 2022-2023 supplemental mentor contracts.*
- CC. *That the Octorara Board of School Directors approve the resolution to authorize the waiver of additional charges for the late payment of real estate taxes in certain circumstances to comply with Act 57 of 2022.*
- DD. *That the Octorara Board of School Directors approve the Transportation Contract with Linville Hill Christian School for the 2022-2023.*
- EE. *That the Octorara Board of School Directors approve the 2022-2023 ATSI Plan for the Octorara Jr./Sr. High School.*

11. Education Committee Report

12. Finance Committee Report

13. CCIU Board Representative's Report

14. Old Business

A. Board Region Review

15. New Business

16. Other Items and Announcements

17. Visitors' Comments – General

18. Administrator Comments/Announcements

19. Board Comments

20. Adjournment

Finance Committee Meeting – Monday, September 19, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Executive Session for Personnel - Monday, September 19, 2022 - Following the Regular Meeting in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, September 26, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy Committee Meeting – Monday, October 10, 2022, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Facility Committee Meeting – Monday, October 10, 2022 – 6:30 p.m. in the Jr. High School Multi-Purpose Room

Next Regularly Scheduled Work Session – Monday, October 10, 2022 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, October 17, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, October 17, 2022 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, October 24, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 8, 2022

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Auditorium on August 8, 2022.

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

The President, Mr. Fox, called the meeting to order at 7:00 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Ganow, Mr. Hurley, Mr. Norris, Ms. Yelovich, and Mr. Zimmerman. Mr. Koennecker was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; and members of the administrative team. There were no visitors present.

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

Information items:

Ms. Stefanie Nuse will transfer from a sixth grade teacher to a Math Interventionist Teacher on Assignment using ESSER funds at the Octorara Intermediate School for the 2022-2023 school year.

Ms. Heather Kramer will transfer from a learning support teacher at the Octorara Intermediate School to a life skills teacher at the Octorara Jr./Sr. High School effective the 2022-2023 school year.

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved Ms. Andrea Bisignani as accounts receivable/tax collector effective August 10, 2022 pending completion of employee related documents required by law and the District. Ms. Bisignani's salary will be \$41,400 pro-rated. (Replacing Nicole Morrow who resigned.)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Ms. Monica Barlow as payroll/accounts payable effective August 24, 2022 pending completion of employee related documents required by law and the District. Ms. Barlow's salary will be \$41,400 pro-rated. (Replacing Rachel Maddox who resigned.)

On motion of Ms. Bowman, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Dorothy Lomboy as an instructional assistant at the Octorara Intermediate School effective July 31, 2022. (Ms. Lomboy is transferring to building secretary.)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved Ms. Dorothy Lomboy as building secretary at the Octorara Intermediate School effective August 1, 2022. Ms. Lomboy's salary will be \$34,960 pro-rated. (Replacing Connie Good who transferred.)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Ms. Lisa Carlson as a long term substitute sixth grade teacher effective August 16, 2022 pending completion of employee related documents required by law and the District. Ms. Carlson's salary will be \$58,772 which is Step 18 to MAX of the Master's scale. (Replacing Stefanie Nuse who transferred.)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Concetta Gilligan as a long term

substitute sixth grade teacher at the Octorara Intermediate School effective August 3, 2022. (Hired July 18, 2022)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved Ms. Adrienne Blackerby/Cochran as a long term substitute sixth grade teacher at the Octorara Intermediate School effective August 16, 2022 pending completion of employee related documents required by law and the District. Ms. Blackerby/Cochran's rate will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Replacing Concetta Gilligan who resigned.)

Mr. Fox presented the following items for action at the August 15, 2022 Board meeting:

- A. That the Octorara Board of School Directors approve the Agreement for Professional Services with the County of Chester for \$32,000 in grant funding for cafeteria tables at the Octorara Primary Learning Center.
- B. That the Octorara Board of School Directors accept the Tanner Costars quote for the following capital projects:
 - IT office workstations - \$38,805.33
 - Business Technology classroom furniture - \$8,560.77
- C. That the Octorara Board of School Directors accept the Turn-Key Technologies PEPPM and Costars quote for the extension of the wireless network for \$17,992.06
- D. That the Octorara Board of School Directors approve the Bristol Environmental Change Order for the MPR asbestos project for \$1,665.00
- E. That the Octorara Board of School Directors approve the following policy, first reading:
 - 226.1 *Video Surveillance*
- F. That the Octorara Board of School Directors approve the following policies, second reading:
 - 907 *Campus Visitors*
 - 918 *Title I Parent and Family Engagement Policy*
- G. That the Octorara Board of School Directors approve the following lunch prices for the 2022-2023 school year: (This is an increase of \$0.15 for lunch. Breakfast will remain free to all students for the 2022-2023 school year.)

Grades K-6	\$3.15 Lunch
Grades 7-12	\$3.35 Lunch
- H. That the Octorara Board of School Directors approve the Waiver Agreement and Release for student "A".
- I. That the Octorara Board of School Directors approve the Agreement for student "B".
- J. That the Octorara Board of School Directors approve the 2022-2023 changes to the Octorara K-6 Elementary Parent Student Handbook.
- K. That the Octorara Board of School Directors approve the 2022-2023 changes to the Octorara Jr./Sr. Handbook.

Resignation Approvals:

- L. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Doreen Steinmacher as a choral/general music teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 11, 2014)

- M. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Denise Balch as an instructional assistant at the Octorara Primary Learning Center effective July 18, 2022. (Hired September 2, 2003)
- N. That the Octorara Board of School Directors accept the resignation of Ms. Wendie Miller as a cafeteria employee effective August 2, 2022. (Hired November 15, 2021)
- O. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Dawn Baldt as a school counselor at the Octorara Primary Learning Center effective October 31, 2022. (Hired December 18, 1986)

Hiring Approvals:

- P. That the Octorara Board of School Directors approve Ms. Stephanie King as a cafeteria employee effective August 15, 2022 pending completion of employee related documents required by law and the District. Ms. King's rate will be \$15 per hour for four hours per day. (This is a new position.)

Under the Policy Committee Report, Ms. Bowman reported the committee discussed the first and second readings on tonight's agenda.

Under the Facility Committee Report, Mr. Norris said the committee was given an update on summer projects, discussed the Proasys contract, safety grant to purchase radios, food service equipment purchase, grant for new tables at the PLC, IT office workstations, and a recent leak in the water heater at the Jr. High. The committee also discussed a potential additional armed guard. There will be a time of discussion on the armed guard at next week's regular board meeting.

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

Under administrator comments, Ms. Lease reported the summer projects at the PLC look great. She reported the incoming kindergarten class is currently at 140 with incoming kindergarten playground playdates scheduled on August 10 and 18. Approximately 30 families attended last week's play date.

Ms. McNamara gave an update on the number of CTE students and the Perkins Grant.

Dr. Orner said new teachers report to campus next Tuesday and Wednesday with all staff returning, August 23. She reported an informational school safety meeting for the community will be held on August 17 at 7:00 p.m. in the Sr. High auditorium

Under Board comments, Mr. Falgiatore requested Mr. Lobato attend a future meeting to discuss what his plans are for the food in the cafeteria this year.

Mr. Fox announced an executive session for personnel was held in the Sr. High Guidance Conference Room prior to tonight's work session.

Mr. Fox announced the following meetings to be held:

Executive Session for Personnel – Monday, August 8, 2022 – following the Work Session in the Sr. High School Auditorium

Finance Committee Meeting – Monday, August 15, 2022 – 6:00 p.m. in the Sr. High School Auditorium

Next regularly scheduled Board Meeting – Monday, August 15, 2022 – 7:00 p.m. in the Sr. High School Auditorium

Education Committee Meeting – Monday, August 22, 2022 – 6:00 p.m. in the Sr. High School Auditorium

There being no further items of business the meeting adjourned at 7:24 p.m. on motion of Mr. Zimmerman, second by Mr. Ganow and approval of all members present.

This Board meeting can be viewed in its entirety on You Tube.com.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 15, 2022

The regular meeting of the Octorara Area School Board was held in the Octorara Area Sr. High School Auditorium on August 15, 2022.

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

The President, Mr. Fox, called the meeting to order at 7:02 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Ganow, Mr. Hurley, Mr. Koennecker (virtual), Mr. Norris (virtual), and Ms. Yelovich. Mr. Zimmerman was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; Paige Linnenbaugh, student representative; and four citizens.

The minutes of the Regular Meeting of July 18, 2022 were approved on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present.

Under presentations, Pete Mango from Signal 88 updated the Board on the two security guards hired for the District.

Under information items, Heidi VanGilder will transfer from an instructional assistant at the Octorara Intermediate School to an instructional assistant at the Octorara Primary Learning Center effective August 29, 2022.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present. (Appendix A-8/15/22)

A list of bills for the General Fund totaling \$1,793,008.86; Cafeteria Fund totaling \$4,605.24, Capital Projects totaling \$180,457.31, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-8/15/22, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present.

There were no visitors' comments for agenda items only.

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

The Octorara Board of School Directors approved the Agreement for Professional Services with the County of Chester for \$32,000 in grant funding for cafeteria tables at the Octorara Primary Learning Center. (Appendix C-8/15/22)

The Octorara Board of School Directors accepted the Tanner Costars quote for the following capital projects:

IT office workstations - \$38,805.33

Business Technology classroom furniture - \$8,560.77

The Octorara Board of School Directors accepted the Turn-Key Technologies PEPPM and Costars quote for the extension of the wireless network for \$17,992.06

The Octorara Board of School Directors approved the Bristol Environmental Change Order for the MPR asbestos project for \$1,665.00

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

226.1 *Video Surveillance*

(Appendix D-8/15/22)

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

907 *Campus Visitors*

918 *Title I Parent and Family Engagement Policy*

(Appendix E-8/15/22)

The Octorara Board of School Directors approved the following lunch prices for the 2022-2023 school year: (This is an increase of \$0.15 for lunch. Breakfast will remain free to all students for the 2022-2023 school year.)

Grades K-6 \$3.15 Lunch

Grades 7-12 \$3.35 Lunch

The Octorara Board of School Directors approved the Waiver Agreement and Release for student "A". (Appendix F-8/15/22)

The Octorara Board of School Directors approved the Agreement for student "B". (Appendix G-8/15/22)

The Octorara Board of School Directors approved the 2022-2023 changes to the Octorara K-6 Elementary Parent Student Handbook. (Appendix H-8/15/22)

The Octorara Board of School Directors approved the 2022-2023 changes to the Octorara Jr./Sr. Handbook. (Appendix I-8/5/22)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Doreen Steinmacher as a choral/general music teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 11, 2014)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Denise Balch as an instructional assistant at the Octorara Primary Learning Center effective July 18, 2022. (Hired September 2, 2003)

The Octorara Board of School Directors accepted the resignation of Ms. Wendie Miller as a cafeteria employee effective August 2, 2022. (Hired November 15, 2021)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Dawn Baldt as a school counselor at the Octorara Primary Learning Center effective October 31, 2022. (Hired December 18, 1986)

The Octorara Board of School Directors approved Ms. Stephanie King as a cafeteria employee effective August 15, 2022 pending completion of employee related documents required by law and the District. Ms. King's rate will be \$15 per hour for four hours per day. (This is a new position.)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the list of salaries for District employees for the 2022-2023 school year. (Appendix J-8/15/22)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the attainment of tenure status for the following professional employees (in accordance with Section 1108 of the current School Laws of Pennsylvania:

Christina Ruth

Robert Linnenbaugh

Kimberly Boyd
Kelsey Nisula

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the list of substitute teachers and support staff for the 2022-2023 school year. (Appendix K-8/15/22)

On motion of Mr. Norris, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the list of supplemental contracts for the 2022-2023 school year. (Appendix L-8/15/22)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Lakeya Gilliam as a special education teacher at the Octorara Elementary School effective TBD. (Hired September 21, 2015)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Ms. Melissa Friedman as a long term substitute fifth grade teacher at the Octorara Intermediate School effective August 16, 2022 through January 18, 2023 pending completion of employee related documents required by law and the District. Ms. Friedman's salary will be \$54,416 pro-rated which is Step 18 to MAX of the Bachelor's scale. (Replacing Amanda King who is on childrearing leave.)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the following instructional assistants effective August 29, 2022 for 5.75 hours per day pending completion of employee related documents required by law and the District:

Valentina Brucchieri, OIS, \$17.00 per hour, replacing Esmeralda Oseguera
Teresa Hilaman, OES, \$17.00 per hour, replacing Valerie Brewer
Rebecca Lusby, PLC, \$17.00 per hour, replacing Denise Balch
Wendy Zeffert, Jr./Sr., \$17.00 per hour, replacing Christina Althouse
Christe Steinbrecher, Jr./Sr., \$16.00 per hour, replacing Deb Gajari
Karina Carrillo, PLC, \$15.00 per hour, replacing Lisa Budzik
Andrew Chesnet, Jr./Sr., \$15.00 per hour, replacing Ketaurah Caldwell
Maria Estrada, PLC, \$15.00 per hour, replacing Elizabeth Monk-Sarvis

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the following student auditorium lights and sound interns at a rate of \$8.00 per hour:

Tyler Remphrey
Tyler Mascherino

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the Agreement with Proasys Energy Management Program effective July 1, 2022 through June 30, 2023 at a cost of \$2,390.00. (Appendix M-8/15/22)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Costars proposal with Triangle Communications for digital communications network at a cost of \$73,937.30. (Appendix N-8/15/22)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the contract with River Rock Academy for the 2022-2023 school year. (Appendix O-8/15/22)

Under the Finance Committee Report, Mr. Hurley reported the committee discussed having the CCIU assist with ACCESS reporting for the 2022-2023 school year, the local audit timeline, Homeland Security Program MOU with Coatesville, 2023-2024 budget timeline, Right-to-Know requests, rental of a temporary cafeteria freezer to help with supply chain issues, water heater repair in the Jr. High School, and allowing cafeteria employees to access the Swift MD program.

Under the CCIU Board Representative Report, Mr. Norris reported there was no meeting in July and the August meeting is this Wednesday.

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

Under visitors' comments for items in general, Melanie Schillinger, Londonderry Township, expressed her concerns over the administrative guidelines for transgender students and bathroom use. She is concerned that the Board has not voted on these guidelines and believes they undermine the wishes of the parents. She is concerned for the safety of students on both sides of the issue.

Under administrator comments and announcements, Dr. Haller reported on a professional development session with teachers today regarding Restorative Practices. The goal of Restorative Practices is to develop community among students and staff and manage conflict by repairing harm and relationships. Restorative Practices can help create the balance between holding students accountable and creating a positive environment of learning.

Dr. Propper announced the Jr./Sr. High will be having a sneak-a-peak for 7th grade students and new students on August 26 from 11-2 and 3-4. Teachers will not be present but administration will be available to help students find their lockers and classrooms. Back-to-school night will be held on September 22. There will be a staggered start for students again this year – students in grades 7 and 9 will start school on Monday, August 29; students in grades 8,10, 11, and 12 will start on Tuesday, August 30. Dr. Propper announced the spring musical will be *The Wizard of Oz* under the direction of Ms. Norton and Ms. Testerman.

Ms. McNamara presented a video on the Homeland Protective Services Academy.

Dr. Orner announced a safety meeting will be held on Wednesday, August 17 at 7:00 to provide an overview of the District's safety and security procedures, social and emotional support resources, and highlight partnerships with local law enforcement and agencies. She announced school opens on Monday, August 29. She thanked Dr. Tachau for her work in arranging all the professional development taking place for staff.

Under Board comments, Mr. Falgiatore requested a copy of the administrative guidelines for transgender students.

Mr. Fox said administrative guidelines are not policy and some District procedures are handled through the administrative guidelines. He suggested the Board look at the 2020 census to decide if there is a need to redistrict. He said the process will be transparent and information will be given at Board meetings.

Mr. Falgiatore asked if staff are aware of the administrative guidelines.

Dr. Orner said the staff is trained and well informed regarding these guidelines.

Mr. Fox announced the following upcoming meetings:

Executive Session for Personnel and Safety - Monday, August 15, 2022 - Following the Regular Meeting in the Sr. High School Conference Room

Education Committee Meeting – Monday, August 22, 2022 – 6:00 p.m. in the Jr. High Room 102

Policy Committee Meeting – Monday, September 12, 2022 – 6:00 p.m. in the Jr. High School Multipurpose Room

Facility Committee Meeting – Monday, September 12, 2022 – 6:30 p.m. in the Jr. High School Multipurpose Room

Next Regularly Scheduled Work Session – Monday, September 12, 2022 – 7:00 p.m. in the Jr. High School Multipurpose Room

Finance Committee Meeting – Monday, September 19, 2022 – 6:30 p.m. in the Jr. High School Multipurpose Room

Next regularly scheduled Board Meeting – Monday, September 19, 2022 – 7:00 p.m. in the Jr. High School Multipurpose Room

Education Committee Meeting – Monday, September 26, 2022 – 6:00 p.m. in the Jr. High School Multipurpose Room

There being no further items of business the meeting adjourned at 7:46 p.m. on motion of Mr. Ganow, second by Mr. Hurley 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
2022-2023**

<u>Cash Balance as of June 30, 2022</u>	\$	1,648,641.38
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	5,335,892.55		
Other Receipts - (Retiree Medical Payments, Misc.)		1,000.00		
Checking Account Interest		21.20		
Accounts Receivable		2,633.07		
Transfer in from Investments		0.00		
		5,339,546.82		
Total Available	\$			6,988,188.20

Disbursements:

Net Payroll	\$	903,812.29		
Accounts Payable		1,799,744.48		
Transfer to Investments		2,000,000.00		
		4,703,556.77		

General Fund Cash as of July 31, 2022	\$	2,284,631.43
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,194,862.94
Beginning Balance Fulton Money Market		7,393,418.65
Earnings on PSDLAF Investment Account		8,051.18
Earnings on Fulton Money Market		202.35
Net Transfers		2,000,000.00

Total General Fund Cash and Investments as of July 31, 2022	\$	19,881,166.55
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For the August 15, 2022 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors

**TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2022-2023**

<u>Cash Balance as of July 31, 2022</u>	\$	2,284,631.43
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Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$ 16,372,912.89	
Other Receipts - (Retiree Medical Payments, Misc.)	1,000.00	
Checking Account Interest	525.01	
Accounts Receivable	1,708.29	
Transfer in from Investments	0.00	16,376,146.19
 Total Available	\$	18,660,777.62

Disbursements:

Net Payroll	\$ 913,853.85	
Accounts Payable	2,674,844.98	
Transfer to Investments	7,000,000.00	10,588,698.83

General Fund Cash as of August 31, 2022	\$	8,072,078.79
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Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,202,914.12
Beginning Balance Fulton Money Market		9,393,621.00
Earnings on PSDLAF Investment Account		12,273.76
Earnings on Fulton Money Market		2,322.87
Net Transfers		7,000,000.00

Total General Fund Cash and Investments as of August 31, 2022	\$	32,683,210.54
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For the September 19, 2022 Regular Board Meeting

**OCTORARA AREA SCHOOL DISTRICT
INVESTMENT ANALYSIS**

Listed below is a summary of our investment activity for the period ending August 31, 2022

GENERAL FUND

Checking	\$	8,072,078.79	0.01%	Fulton
Investment		8,215,187.88	0.15%	PSDLAF (MAX)
Investment		16,395,943.87	0.24%	Fulton Money Market
	\$	32,683,210.54		

OTHER CASH & INVESTMENTS

Activity	\$	136,608.93	0.50%	Checking
Cafeteria		11,076.96	0.01%	Checking
Capital Projects		5,797,704.31	1.13%	PSDMAX
Capital Reserve		449,109.48	1.13%	PSDLAF
Payroll		15,349.92	0.50%	Checking
	\$	6,409,849.60		

Total General Fund Cash and Investments as of August 31, 2022

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

Account Description	Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEM/SECONDARY					
100 PERSONNEL SERV-SALARIES	12,349,443.00	0.00	461,644.06	11,887,798.94	3.74
200 PERSONNEL EMPL BENEFITS	7,624,289.50	0.00	188,076.87	7,436,212.63	2.47
300 PURCHASED PROF & TECH	1,000.00	0.00	3,375.27	(2,375.27)	337.53
400 PURCHASED PROPERTY SVC	77,400.00	12,335.58	4,736.73	60,327.69	22.06
500 OTHER PURCHASED SERVICE	2,535,289.00	2,113.66	952.36	2,532,222.98	0.12
600 SUPPLIES	278,879.00	63,791.90	11,966.47	203,120.63	27.17
700 PROPERTY	6,200.00	0.00	0.00	6,200.00	0.00
800 OTHER OBJECTS	411.00	0.00	682.40	(271.40)	166.03
Totals for 1100s	22,872,911.50	78,241.14	671,434.16	22,123,236.20	3.28
1200 SPEC PROG ELEMEN/SECOND					
100 PERSONNEL SERV-SALARIES	2,355,850.00	0.00	96,636.54	2,259,213.46	4.10
200 PERSONNEL EMPL BENEFITS	1,525,434.00	0.00	41,259.46	1,484,174.54	2.70
300 PURCHASED PROF & TECH	4,394,634.00	0.00	(75,912.82)	4,470,546.82	(1.73)
400 PURCHASED PROPERTY SVC	8,462.00	5,005.00	9,311.60	(5,854.60)	169.19
500 OTHER PURCHASED SERVICE	1,625,690.00	0.00	69,568.79	1,556,121.21	4.28
600 SUPPLIES	96,035.00	0.00	6,725.96	89,309.04	7.00
700 PROPERTY	21,424.00	0.00	0.00	21,424.00	0.00
800 OTHER OBJECTS	3,427.00	0.00	0.00	3,427.00	0.00
Totals for 1200s	10,030,956.00	5,005.00	147,589.53	9,878,361.47	1.52
1300 VOCATIONAL EDUCATION					
100 PERSONNEL SERV-SALARIES	733,772.00	0.00	46,096.04	687,675.96	6.28
200 PERSONNEL EMPL BENEFITS	521,993.50	0.00	19,382.70	502,610.80	3.71
300 PURCHASED PROF & TECH	210,250.00	33,546.31	0.00	176,703.69	15.96
400 PURCHASED PROPERTY SVC	38,000.00	0.00	0.00	38,000.00	0.00
500 OTHER PURCHASED SERVICE	884,408.00	0.00	215,786.25	668,621.75	24.40
600 SUPPLIES	109,412.00	11,227.85	477.00	97,707.15	10.70
700 PROPERTY	41,500.00	0.00	0.00	41,500.00	0.00
800 OTHER OBJECTS	8,650.00	0.00	1,358.25	7,291.75	15.70

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

Totals for 1300s	2,547,985.50	44,774.16	283,100.24	2,220,111.10	12.87
1400 OTHER INSTRUCTION PROG					
100 PERSONNEL SERV-SALARIES	335,805.00	0.00	188,595.53	147,209.47	56.16
200 PERSONNEL EMPL BENEFITS	217,571.00	0.00	68,092.21	149,478.79	31.30
300 PURCHASED PROF & TECH	10,712.00	0.00	707.80	10,004.20	6.61
500 OTHER PURCHASED SERVICE	281,428.00	0.00	38,110.00	243,318.00	13.54
600 SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
Totals for 1400s	847,516.00	0.00	295,505.54	552,010.46	34.87
2100 SUPPORT SERV-PUPIL PERS					
100 PERSONNEL SERV-SALARIES	906,340.00	0.00	39,651.31	866,688.69	4.37
200 PERSONNEL EMPL BENEFITS	517,706.00	0.00	17,050.97	500,655.03	3.29
300 PURCHASED PROF & TECH	44,452.00	0.00	18,532.26	25,919.74	41.69
400 PURCHASED PROPERTY SVC	0.00	0.00	10,900.00	(10,900.00)	0.00
500 OTHER PURCHASED SERVICE	2,925.00	0.00	0.00	2,925.00	0.00
600 SUPPLIES	19,011.00	657.96	271.38	18,081.66	4.89
800 OTHER OBJECTS	1,093.00	0.00	0.00	1,093.00	0.00
Totals for 2100s	1,491,527.00	657.96	86,405.92	1,404,463.12	5.84
2200 SUPPORT SERVICES-INSTRU					
100 PERSONNEL SERV-SALARIES	665,062.00	0.00	85,823.71	579,238.29	12.90
200 PERSONNEL EMPL BENEFITS	561,961.00	0.00	45,062.28	516,898.72	8.02
500 OTHER PURCHASED SERVICE	2,100.00	0.00	0.00	2,100.00	0.00
600 SUPPLIES	245,620.00	132,653.55	101,645.68	11,320.77	95.39
700 PROPERTY	300.00	0.00	250.00	50.00	83.33
800 OTHER OBJECTS	1,000.00	3,014.98	520.75	(2,535.73)	353.57
Totals for 2200s	1,476,043.00	135,668.53	233,302.42	1,107,072.05	25.00
2300 SUPPORT SERVICES-ADMIN					
100 PERSONNEL SERV-SALARIES	1,569,726.00	0.00	266,967.03	1,302,758.97	17.01
200 PERSONNEL EMPL BENEFITS	1,066,431.00	0.00	106,610.25	959,820.75	10.00
300 PURCHASED PROF & TECH	187,775.00	0.00	6,229.53	181,545.47	3.32
400 PURCHASED PROPERTY SVC	7,800.00	3,276.84	273.07	4,250.09	45.51

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

500 OTHER PURCHASED SERVICE	106,841.00	0.00	6,977.58	99,863.42	6.53
600 SUPPLIES	55,900.00	365.94	3,869.37	51,664.69	7.58
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	41,070.00	438.74	28,326.82	12,304.44	70.04
Totals for 2300s	3,037,543.00	4,081.52	419,253.65	2,614,207.83	13.94
2400 SUPP SVC-PUBLIC HEALTH					
100 PERSONNEL SERV-SALARIES	315,328.00	0.00	30,132.80	285,195.20	9.56
200 PERSONNEL EMPL BENEFITS	261,895.00	0.00	10,836.65	251,058.35	4.14
300 PURCHASED PROF & TECH	13,000.00	0.00	0.00	13,000.00	0.00
400 PURCHASED PROPERTY SVC	635.00	0.00	0.00	635.00	0.00
500 OTHER PURCHASED SERVICE	200.00	0.00	0.00	200.00	0.00
600 SUPPLIES	9,621.00	2,303.08	1,400.70	5,917.22	38.50
800 OTHER OBJECTS	435.00	0.00	0.00	435.00	0.00
Totals for 2400s	601,114.00	2,303.08	42,370.15	556,440.77	7.43
2500 SUPP SERVICES-BUSINESS					
100 PERSONNEL SERV-SALARIES	464,101.00	0.00	59,405.84	404,695.16	12.80
200 PERSONNEL EMPL BENEFITS	205,529.00	0.00	23,650.03	181,878.97	11.51
300 PURCHASED PROF & TECH	33,000.00	0.00	1,725.00	31,275.00	5.23
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	0.00	7,100.00	51.37
600 SUPPLIES	15,900.00	6,930.08	821.63	8,148.29	48.75
700 PROPERTY	2,000.00	0.00	0.00	2,000.00	0.00
800 OTHER OBJECTS	3,000.00	500.00	263.95	2,236.05	25.47
Totals for 2500s	744,130.00	14,930.08	85,866.45	643,333.47	13.55
2600 OP/MAINT PLANT SVCS					
100 PERSONNEL SERV-SALARIES	516,901.00	0.00	82,148.61	434,752.39	15.89
200 PERSONNEL EMPL BENEFITS	317,809.00	0.00	35,252.37	282,556.63	11.09
300 PURCHASED PROF & TECH	1,058,091.00	796,457.04	2,283.00	259,350.96	75.49
400 PURCHASED PROPERTY SVC	471,768.00	126,566.17	123,569.86	221,631.97	53.02
500 OTHER PURCHASED SERVICE	204,356.00	0.00	194,320.76	10,035.24	95.09

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

600 SUPPLIES	737,290.00	71,350.29	58,261.58	607,678.13	17.58
700 PROPERTY	44,790.00	2,315.00	9,281.00	33,194.00	25.89
800 OTHER OBJECTS	1,000.00	0.00	243.98	756.02	24.40
Totals for 2600s	3,352,005.00	996,688.50	505,361.16	1,849,955.34	44.81
2700 STUDENT TRANSP SERVICES					
300 PURCHASED PROF & TECH	59,440.00	0.00	4,953.33	54,486.67	8.33
400 PURCHASED PROPERTY SVC	2,000.00	0.00	0.00	2,000.00	0.00
500 OTHER PURCHASED SERVICE	3,202,416.00	0.00	0.00	3,202,416.00	0.00
600 SUPPLIES	144,000.00	0.00	0.00	144,000.00	0.00
Totals for 2700s	3,407,856.00	0.00	4,953.33	3,402,902.67	0.15
2800 SUPPORT SVCS-CENTRAL					
100 PERSONNEL SERV-SALARIES	303,668.00	0.00	69,832.67	233,835.33	23.00
200 PERSONNEL EMPL BENEFITS	249,172.00	0.00	27,813.32	221,358.68	11.16
300 PURCHASED PROF & TECH	5,000.00	0.00	0.00	5,000.00	0.00
500 OTHER PURCHASED SERVICE	44,000.00	0.00	306.82	43,693.18	0.70
600 SUPPLIES	291,000.00	19,684.51	116,357.16	154,958.33	46.75
700 PROPERTY	382,500.00	124,858.29	99,939.00	157,702.71	58.77
800 OTHER OBJECTS	400.00	0.00	253.34	146.66	63.34
Totals for 2800s	1,275,740.00	144,542.80	314,502.31	816,694.89	35.98
2900 OTHER SUPPORT SERVICES					
500 OTHER PURCHASED SERVICE	17,000.00	0.00	0.00	17,000.00	0.00
Totals for 2900s	17,000.00	0.00	0.00	17,000.00	0.00
3200 STUDENT ACTIVITIES					
100 PERSONNEL SERV-SALARIES	562,636.00	0.00	17,320.00	545,316.00	3.08
200 PERSONNEL EMPL BENEFITS	293,961.00	0.00	7,045.39	286,915.61	2.40
300 PURCHASED PROF & TECH	115,961.00	0.00	1,713.00	114,248.00	1.48
400 PURCHASED PROPERTY SVC	6,000.00	0.00	0.00	6,000.00	0.00
500 OTHER PURCHASED SERVICE	56,955.00	0.00	7,603.00	49,352.00	13.35
600 SUPPLIES	97,502.00	4,149.58	18,036.80	75,315.62	22.75
700 PROPERTY	14,300.00	0.00	0.00	14,300.00	0.00

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

800 OTHER OBJECTS	18,750.00	2,500.00	2,931.89	13,318.11	28.97
Totals for 3200s	1,166,065.00	6,649.58	54,650.08	1,104,765.34	5.26
3300 COMMUNITY SERVICES					
500 OTHER PURCHASED SERVICE	80,000.00	0.00	0.00	80,000.00	0.00
Totals for 3300s	80,000.00	0.00	0.00	80,000.00	0.00
5100 OTHER EXPEND & FINANCE					
800 OTHER OBJECTS	1,654,400.00	0.00	0.00	1,654,400.00	0.00
900 OTHER USES OF FUNDS	4,115,000.00	0.00	0.00	4,115,000.00	0.00
Totals for 5100s	5,769,400.00	0.00	0.00	5,769,400.00	0.00
5200 FUND TRANSFERS					
900 OTHER USES OF FUNDS	10,000.00	0.00	0.00	10,000.00	0.00
Totals for 5200s	10,000.00	0.00	0.00	10,000.00	0.00
5800 SUSPENSE ACCOUNT					
200 PERSONNEL EMPL BENEFITS	0.00	0.00	335,066.33	(335,066.33)	0.00
300 PURCHASED PROF & TECH	0.00	6,216.90	2,753.10	(8,970.00)	0.00
Totals for 5800s	0.00	6,216.90	337,819.43	(344,036.33)	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	59,627,792.00	1,439,759.25	3,482,114.37	54,705,918.38	8.25
6100 TAXES LEVIED BY THE LEA					
000 NON-CATEGORICAL	(38,158,328.00)	0.00	(17,140,715.01)	(21,017,612.99)	44.92
Totals for 6100s	(38,158,328.00)	0.00	(17,140,715.01)	(21,017,612.99)	44.92
6200 DISC TAKEN ON TAXES					
000 NON-CATEGORICAL	0.00	0.00	332,410.76	(332,410.76)	0.00
Totals for 6200s	0.00	0.00	332,410.76	(332,410.76)	0.00
6300 PENALTIES & INTEREST					
000 NON-CATEGORICAL	0.00	0.00	(8,911.15)	8,911.15	0.00
Totals for 6300s	0.00	0.00	(8,911.15)	8,911.15	0.00
6400 DELINQUENCIES TAXES LEV					

BOARD SUMMARY
Fund: 10 - 10 GENERAL FUND Encumbrances Included
As of: 08/31/2022

Funding Source:

000 NON-CATEGORICAL	(554,352.00)	0.00	(40,994.57)	(513,357.43)	7.40
Totals for 6400s	(554,352.00)	0.00	(40,994.57)	(513,357.43)	7.40
6500 EARNINGS ON INVESTMENTS					
000 NON-CATEGORICAL	(50,000.00)	0.00	0.00	(50,000.00)	0.00
Totals for 6500s	(50,000.00)	0.00	0.00	(50,000.00)	0.00
6700 REV FROM STUDENT ACT					
000 NON-CATEGORICAL	(25,000.00)	0.00	0.00	(25,000.00)	0.00
Totals for 6700s	(25,000.00)	0.00	0.00	(25,000.00)	0.00
6800 REV FROM INTERMEDIATE					
000 NON-CATEGORICAL	(363,600.00)	0.00	0.00	(363,600.00)	0.00
Totals for 6800s	(363,600.00)	0.00	0.00	(363,600.00)	0.00
6900 OTHER REV FROM LOCAL					
000 NON-CATEGORICAL	(713,120.00)	0.00	(8,481.75)	(704,638.25)	1.19
Totals for 6900s	(713,120.00)	0.00	(8,481.75)	(704,638.25)	1.19
7100 BASIC INSTRUCT & OPER					
000 NON-CATEGORICAL	(6,757,213.00)	0.00	0.00	(6,757,213.00)	0.00
Totals for 7100s	(6,757,213.00)	0.00	0.00	(6,757,213.00)	0.00
7200 SUBSIDIES SPECIAL ED					
000 NON-CATEGORICAL	(1,623,293.00)	0.00	(145,919.30)	(1,477,373.70)	8.99
Totals for 7200s	(1,623,293.00)	0.00	(145,919.30)	(1,477,373.70)	8.99
7300 SUBSIDIES NON-ED PGMS					
000 NON-CATEGORICAL	(3,229,612.00)	0.00	0.00	(3,229,612.00)	0.00
Totals for 7300s	(3,229,612.00)	0.00	0.00	(3,229,612.00)	0.00
7500 EXTRA GRANTS					
000 NON-CATEGORICAL	(318,487.00)	0.00	0.00	(318,487.00)	0.00
Totals for 7500s	(318,487.00)	0.00	0.00	(318,487.00)	0.00
7800 SUBSIDIES ST PAID BENE					
000 NON-CATEGORICAL	(4,471,728.00)	0.00	0.00	(4,471,728.00)	0.00
Totals for 7800s	(4,471,728.00)	0.00	0.00	(4,471,728.00)	0.00
8500 RESTRICT GRANTS-IN-AID					

BOARD SUMMARY

Fund: 10 - 10 GENERAL FUND Encumbrances Included

As of: 08/31/2022

Funding Source:

000 NON-CATEGORICAL	(941,410.00)	0.00	0.00	(941,410.00)	0.00
Totals for 8500s	(941,410.00)	0.00	0.00	(941,410.00)	0.00
8700 GRANTS - ESSER					
000 NON-CATEGORICAL	(1,390,163.00)	0.00	0.00	(1,390,163.00)	0.00
Totals for 8700s	(1,390,163.00)	0.00	0.00	(1,390,163.00)	0.00
8800 MED ASSIST REIMBURSE					
000 NON-CATEGORICAL	(50,400.00)	0.00	0.00	(50,400.00)	0.00
Totals for 8800s	(50,400.00)	0.00	0.00	(50,400.00)	0.00
9400 SALE OF FIXED ASSETS					
000 NON-CATEGORICAL	0.00	0.00	(500.00)	500.00	0.00
Totals for 9400s	0.00	0.00	(500.00)	500.00	0.00
Revenue Totals	(58,646,706.00)	0.00	(17,013,111.02)	(41,633,594.98)	29.01
Fund 10 Totals					
Total Expenditure	52,948,392.00	1,433,542.35	3,144,294.94	48,370,554.71	8.65
Total Other Expenditure	6,679,400.00	6,216.90	337,819.43	6,335,363.67	5.15
Total Revenue	(58,646,706.00)	0.00	(17,012,611.02)	(41,634,094.98)	29.01
Total Other Revenue	0.00	0.00	(500.00)	500.00	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2022-2023 Cut-off Date: 08/31/2022

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
0000	NOT ASSIGNED				
	6510 INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00
	6611 DAILY SALES-SCH LUNCH	0.00	575.00	575.00	0.00
	6612 DAILY SALES-BREAKFAST	0.00	0.00	0.00	0.00
	6620 DAILY SALES-NON-REIMBUR	0.00	0.00	0.00	0.00
	6621 ALA CARTE	0.00	0.00	0.00	0.00
	6622 ADULT	0.00	0.00	0.00	0.00
	6630 SPECIAL FUNCTIONS	0.00	3,369.36	5,594.31	0.00
	6991 REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00
	6992 REFUND	0.00	0.00	(57.65)	0.00
	7600 MILK/LUNCH/BREAKFAST	0.00	0.00	0.00	0.00
	7810 STATE SHARE SS & MED	0.00	0.00	0.00	0.00
	7820 STATE SHARE RETIRE CONT	0.00	0.00	0.00	0.00
	8531 SUBSIDIES MILK LUNCH	0.00	0.00	0.00	0.00
	8533 VALUE DONATED COMMODITY	0.00	0.00	0.00	0.00
	Total Revenue:	0.00	3,944.36	6,111.66	0.00
	000 NON-CATEGORICAL	0.00	0.00	0.00	0.00
	111 REGULAR SALARIES	0.00	6,933.56	14,600.66	0.00
	112 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	113 OVERTIME SALARIES	0.00	0.00	0.00	0.00
	116 ADMIN INSUR OPT OUT	0.00	0.00	0.00	0.00
	121 REGULARY SALARIES	0.00	0.00	0.00	0.00
	122 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	151 REGULAR SALARIES	0.00	7,365.08	14,399.66	0.00
	181 REGULAR SALARIES	0.00	329.19	2,249.63	0.00

Total Revenue:

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2022-2023 Cut-off Date: 08/31/2022

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
0000	NOT ASSIGNED				
	182 TEMPORARY SALARIES	0.00	0.00	0.00	0.00
	211 MEDICAL INSURANCE	0.00	0.00	0.00	0.00
	212 DENTAL INSURANCE	0.00	0.00	0.00	0.00
	213 LIFE INSURANCE	0.00	0.00	0.00	0.00
	214 INCOME PROTECTION INS	0.00	0.00	0.00	0.00
	215 EYE CARE INSURANCE	0.00	0.00	0.00	0.00
	216 PRESCRIPTION INSURANCE	0.00	0.00	0.00	0.00
	220 SOCIAL SECURITY CONTRIB	0.00	1,077.45	2,307.47	0.00
	230 RETIREMENT CONTRIB	0.00	5,157.80	10,666.23	0.00
	250 UI	0.00	0.00	0.00	0.00
	260 WORKERS' COMPENSATION	0.00	60.98	130.26	0.00
	281 OPEB FOR COST OF RETIRE	0.00	0.00	0.00	0.00
	290 OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
	329 PRO ED SVCS - OTHER	0.00	0.00	0.00	0.00
	330 OTHER PROFESSIONAL SVC	0.00	0.00	0.00	0.00
	422 ELECTRICITY	0.00	0.00	0.00	0.00
	430 REPAIRS & MAINT SVCS	0.00	0.00	0.00	0.00
	442 RENTAL OF EQUIPMENT	0.00	0.00	0.00	0.00
	522 AUTOMOTIVE LIAB INS	0.00	0.00	0.00	0.00
	540 ADVERTISING	0.00	0.00	0.00	0.00
	550 PRINTING & BINDING	0.00	0.00	0.00	0.00
	580 TRAVEL & CONFER EXPENSE	0.00	0.00	0.00	0.00
	610 GENERAL SUPPLIES	0.00	0.00	0.00	0.00
	611 SUPPLIES	0.00	0.00	0.00	0.00

FOOD SERVICE PROFIT AND LOSS REPORT

Year: 2022-2023 Cut-off Date: 08/31/2022

Account	Description	Current Budget	MTD Exp/Rec	YTD Exp/Rec	YTD % Exp/Rec
0000	NOT ASSIGNED				
	612 OPER/MAINT- VEHICLE SU	0.00	0.00	0.00	0.00
	630 FOOD	0.00	10.97	4,319.36	0.00
	633 DONATED COMMODITIES	0.00	0.00	0.00	0.00
	634 SNACKS	0.00	0.00	239.20	0.00
	640 BOOKS AND PERIODICALS	0.00	0.00	0.00	0.00
	648 EDUCATIONAL SOFTWARE	0.00	0.00	0.00	0.00
	741 NONFED FUNDED FOOD DEPR	0.00	0.00	0.00	0.00
	750 EQUIP-NEW	0.00	0.00	0.00	0.00
	752 CAPITAL EQUIP - ORIG/AD	0.00	0.00	0.00	0.00
	760 EQUIPMENT REPLACEMENT	0.00	0.00	0.00	0.00
	810 DUES & FEES	0.00	0.00	0.00	0.00
	890 MISC EXPENDITURES	0.00	0.00	0.00	0.00
	930 FUND TRANSFERS	0.00	0.00	0.00	0.00
Total Expense:		0.00	20,935.03	48,912.47	0.00
Profit / (Loss):			(16,990.67)	(42,800.81)	
Average Meal Count: NOT ASSIGNED		0	0.00%		
All Locations					
Grand Total Revenue:		0.00	3,944.36	6,111.66	0.00
Grand Total Expense:		0.00	20,935.03	48,912.47	0.00
Grand Total Profit / (Loss):			(16,990.67)	(42,800.81)	
Average Meal Count: All Locations		0	0.00%		

SEPTEMBER 2022

LIST OF BILLS FOR APPROVAL

<u>FUND</u>		<u>AMOUNT</u>	
General Fund		\$	1,612,238.02
Cafeteria Fund		\$	1,070.63
Capital Projects		\$	425,081.72
Capital Reserve		\$	19,536.54
		<hr/>	
		\$	2,057,926.91

Budget		YTD Exp	%
<hr/>			
Fund 10	\$ 59,627,792.00	\$ 3,482,114.37	5.84%

Cafeteria Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
9161	08/25/2022	PETTY CASH	Petty Cash	\$ 500.00
9162	09/09/2022	DFA DAIRY BRANDS	FOOD	\$ 163.97
9163	09/09/2022	PENN JERSEY PAPER CO.	Paper Products	\$ 406.66
			TOTAL	\$ 1,070.63

Capital Project Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
99	08/16/2022	TURN-KEY TECHNOLOGIES INC	REPLACED CAPITAL TECH EQUIP	\$ 9,815.00
100	08/17/2022	LAIRD PAINTING CONTRACTORS INC.	BUILDING IMPROVEMENT SVCS -JHS	\$ 3,250.00
101	08/22/2022	3B SERVICES INC.	REPLACEMENT EQUIPMENT	\$ 56,780.00
102	08/22/2022	LAIRD PAINTING CONTRACTORS INC.	BUILDING IMPROVEMENT SVCS -JHS	\$ 7,400.00
103	08/23/2022	INTERFACE SERVICES	BUILDING IMPROVEMENT SVCS -JHS	\$ 47,252.77
104	08/23/2022	THOMAS CUSTOM BUILDERS INC	BUILDING IMPROVEMENT SVCS -JHS	\$ 3,995.00
107	08/31/2022	TREMCO	PLC FACADE	\$ 196,288.95
108	09/07/2022	3B SERVICES INC.	JR HOT WATER SYSTEM	\$ 100,300.00
			TOTAL	\$ 425,081.72

Capital Reserve Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
106	08/23/2022	INTERFACE SERVICES	BLDG REPAIRS TO PLC	\$ 19,536.54
			TOTAL	\$ 19,536.54

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
190459	08/05/2022	CYBER CIVICS LLC	TECH FEES C & I	\$ 199.00
190460	08/05/2022	PARSS	DUES/FEES	\$ 890.00
190462	08/05/2022	RIDDELL/ALL AMERICAN	FOOTBALL SUPPLIES	\$ 1,329.26
190463	08/05/2022	VECTOR SECURITY INC.	MONITORING FIRE ALARMS	\$ 2,000.52
190464	08/15/2022	AT&T MOBILITY	OPER/MAINT-TRANS/TELE SERVICE	\$ 8,172.59
190465	08/15/2022	CARDMEMBER SERVICES	VARIOUS - SEE ATTACHED	\$ 5,923.46
190466	08/15/2022	KADES MARGOLIS CORPORATION	CBIZ Fees	\$ 7.00
190467	08/15/2022	KEYSTONE COLLECTIONS GROUP	Wage Attachment	\$ 139.10
190468	08/15/2022	VERIZON WIRELESS	OPER/MAINT-TRANS/TELE SERVICE	\$ 2,869.16
190469	08/19/2022	AMERIHEALTH INC	SPENDING ACCOUNT FEES	\$ 2,063.10
190470	08/19/2022	BENCO DENTAL CO	DENTAL SUPPLIES	\$ 60.62
190471	08/19/2022	BSN SPORTS LLC	SUPPLIES - FOOTBALL	\$ 1,453.20
190472	08/19/2022	CHAMBERS FLOORING LLC	REPAIRS & MAINT - BLDGS	\$ 5,975.00
190473	08/19/2022	CM REGENT LLC	SUSPENSE ACCOUNT - LTD	\$ 10,320.71
190474	08/19/2022	CONSTELLATION NEWENERGY	ENERGY - NATURAL GAS	\$ 1,249.84
190475	08/19/2022	CREST GOOD MANUFACTURING	OPER/MAINT-SUPPLIES	\$ 743.34
190476	08/19/2022	DUTCHWAY HARDWARE	OPER/MAINT-SUPPLIES	\$ 194.80
190477	08/19/2022	EDULINK INC	TEC SUPPLIES	\$ 10,665.00
190478	08/19/2022	FERGUSON ENTERPRISES INC #501	OPER/MAINT-SUPPLIES	\$ 503.31
190479	08/19/2022	ICE SYSTEMS USA	SPORTS EQUIPMENT	\$ 9,281.00
190480	08/19/2022	IK STOLTZFUS SERVICE CORP	WATER TANK ROOF REPAIR	\$ 7,750.00
190481	08/19/2022	LANCASTER GENERAL MEDICAL GROUP	MEDICAL SERVS - PHYS STU/EMP	\$ 3,646.00
190482	08/19/2022	LEADER SERVICES	DUES/FEES	\$ 3,329.00
190483	08/19/2022	LISA GRIEST	PROF ED SVC-ESSER III FUNDS	\$ 3,375.27
190484	08/19/2022	M&B ENVIRONMENTAL INC	OP/MAINT WATER TREAT-PUR SRVCS	\$ 5,453.42
190485	08/19/2022	M R MCGOUGH LLC	PROF DEVELOPMENT	\$ 5,300.00
190486	08/19/2022	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	\$ 112.21
190487	08/19/2022	PAAL PREP ADOLESCENT & ADULT LIFE	TUITION	\$ 38,110.00
190488	08/19/2022	PAPCO	OPER/MAINT-GASOLINE	\$ 1,361.58
190489	08/19/2022	PIONEER VALLEY BOOKS	C & I BOOKS -OPLC	\$ 3,240.00
190490	08/19/2022	QUILL	ART SUPPLIES 22-23	\$ 106.70
190491	08/19/2022	RIDDELL/ALL AMERICAN	FOOTBALL HELMETS	\$ 3,514.26
190492	08/19/2022	SCHOOL NURSE SUPPLY	NURSING SUPPLIES OES	\$ 57.19
190493	08/19/2022	SHERMAN SPECIALTY COMPANY INC.	DENTAL SUPPLIES	\$ 74.86
190494	08/19/2022	SHERWIN-WILLIAMS	OPER/MAINT-SUPPLIES	\$ 420.67
190495	08/19/2022	SNYDER & MYLIN SEPTIC SERVICES	RENTAL	\$ 90.00
190496	08/19/2022	SOLANCO GIRLS VOLLEYBALL	DUES/FEES	\$ 150.00
190497	08/19/2022	SPORTSMANS	FOOTBALL HELMETS	\$ 1,312.50
190498	08/19/2022	THOROWASH LLC	REPAIRS & MAINT - PLC EQUIP	\$ 2,632.00

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
190499	08/19/2022	T P TRAILERS INC	OPER/MAINT - EQUIP RENTAL	\$ 335.00
190500	08/19/2022	TYPING AGENT	C & I SOFTWARE	\$ 2,016.00
190501	08/19/2022	UNITED ARTS EDUCATION	UA Art Supplies for OPLC	\$ 1,159.52
190502	08/19/2022	WESTERN PEST SERVICES	PEST CONTROL	\$ 431.00
190503	08/19/2022	THE WHITE CLAY SCHOOL	TUITION	\$ 60,892.00
190504	08/19/2022	XEROX CORPORATION	PRINTING	\$ 3,787.79
190505	08/19/2022	XEROX FINANCIAL SERVICES LLC	EQUIPMENT RENTAL	\$ 474.68
190506	08/19/2022	YOUNG INNOVATIONS	DENTAL SUPPLIES	\$ 674.89
190507	08/19/2022	ZOOM ID	Chenille Letters	\$ 687.00
190508	08/18/2022	PSBA INSURANCE TRUST	DUES/FEES	\$ 13,283.49
190509	08/23/2022	LAMPETER-STRASBURG	L-S Boys Soccer Play Day	\$ 175.00
190510	08/26/2022	21ST CENTURY MEDIA - PHILLY CLUSTER	ADVERTISING	\$ 104.75
190511	08/26/2022	AIRGAS USA LLC	SUPPLIES	\$ 30.25
190512	08/26/2022	AMPLIFY EDUCATION INC	TECH FEES - C&I	\$ 1,017.00
190513	08/26/2022	BLICK ART MATERIALS	GENERAL SUPPLIES	\$ 19.00
190514	08/26/2022	CAPITAL AREA INTERMEDIATE UNIT	ADJ/CRT PLCD PROG LEA TUITION	\$ 407.86
190515	08/26/2022	CSIU	TEC SUPPLIES	\$ 35,595.98
190516	08/26/2022	DAVID WILSON	PIAA OFFICIALS - GIRLS SOCCER	\$ 74.00
190517	08/26/2022	DELAWARE VALLEY HEALTH CARE	2022 MEMBERSHIP DUES	\$ 250.00
190518	08/26/2022	DENNIS BECK	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190519	08/26/2022	DEVEREUX FOUNDATION	OTHER PURCH PRO SVCS	\$ 15,316.61
190520	08/26/2022	FAITHFUL TRANSPORT	OTHER SPEC - S/TRAVEL	\$ 13,744.04
190521	08/26/2022	FOLLETT SCHOOL SOLUTIONS	BOOKS & PERIODICALS - INTERM	\$ 924.29
190522	08/26/2022	FOLLETT SCHOOL SOLUTIONS	LIBRARY BOOKS	\$ 825.79
190523	08/26/2022	GEMMA SERVICES	OTHER SPEC SUPT - ELEM IU CON	\$ 1,098.20
190524	08/26/2022	H & L TEAM SALES	FIELD HOCKEY JERSEYS	\$ 4,700.00
190525	08/26/2022	HILLYARD / DELAWARE VALLEY	TISSUE	\$ 4,233.24
190526	08/26/2022	HORSHAM CLINIC	TUITION TO APS/PRRI-SEC	\$ 1,845.00
190527	08/26/2022	JOSEPH RENNICK	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190528	08/26/2022	KRISTINE KRISTMAN JARRETT	PSYCHOLOGICAL SERVICES	\$ 6,000.00
190529	08/26/2022	LIFE TRACK SERVICES	SENIOR SURVEYS	\$ 1,358.25
190530	08/26/2022	LUKE WILSON	PIAA OFFICIALS - GIRLS SOCCER	\$ 74.00
190531	08/26/2022	MARLIN MCGALLICHER	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190532	08/26/2022	MICHAEL SINGLETON	OTHER SPEC - S/TRAVEL	\$ 300.00
190533	08/26/2022	MITCHEL POET	PIAA OFFICIALS - GIRLS SOCCER	\$ 90.00
190534	08/26/2022	MUSIC & ARTS	REEDS FOR INSTRUMENTS	\$ 182.87
190535	08/26/2022	NASCO	SCIENCE-MS SUPPLIES	\$ 33.44
190536	08/26/2022	ODP BUSINESS SOLUTIONS LLC	GENERAL SUPPLIES	\$ 3,830.95
190537	08/26/2022	JOHN DEERE FINANCIAL	GENERAL SUPPLIES	\$ 245.35

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
190538	08/26/2022	PA DEPT OF LABOR & INDUSTRY -E	DUES/FEES	\$ 78.98
190539	08/26/2022	PITNEY BOWES GLOBAL FINANCIAL	OTHER ADMIN - POSTAGE	\$ 360.00
190540	08/26/2022	PRESSLEY RIDGE	AUTISTIC SUPPORT-PRO ED SRVCS	\$ 7,453.00
190541	08/26/2022	SCOTT EITNER	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190542	08/26/2022	SOCIAL THINKING	DUES/FEES- Sandi Mazzagatti	\$ 133.63
190543	08/26/2022	THOMAS CUSTOM BUILDERS INC	LIFE SKILLS RM RENO	\$ 9,950.00
190544	08/26/2022	WARD'S SCIENCE	GENERAL SUPPLIES	\$ 320.85
190545	08/26/2022	WAYNE HOFFMAN	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190546	08/26/2022	WAYNE NGUYEN	PIAA OFFICIALS - GIRLS SOCCER	\$ 90.00
190547	08/31/2022	KADES MARGOLIS CORPORATION	CBIZ Fees	\$ 7.00
190548	09/01/2022	RESCHINI AGENCY INC	2022 AFFORDABLE CARE	\$ 500.00
190549	09/07/2022	AVON GROVE CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 15,708.66
190550	09/07/2022	BRAD KURTZ	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190551	09/07/2022	BRIAN LOWTHERT	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190552	09/07/2022	CHARLES THOMAS	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190553	09/07/2022	COMMONWEALTH CHARTER ACADEMY	PA CHARTER SCHOOL TUITION	\$ 27,610.53
190554	09/07/2022	DEB SHEPPS	PIAA OFFICIALS - FIELD HOCKEY	\$ 88.00
190555	09/07/2022	DENNEY ELECTRIC SUPPLY	OPER/MAINT-SUPPLIES	\$ 1,011.82
190556	09/07/2022	DUTCHWAY HARDWARE	GENERAL SUPPLIES	\$ 232.58
190557	09/07/2022	DWAYNE KIEFFER	PIAA OFFICIALS - VOLLEYBALL	\$ 140.00
190558	09/07/2022	HARRY FLAWD	PIAA OFFICIALS - FOOTBALL	\$ 190.00
190559	09/07/2022	HERBEIN+COMPANY INC	BUSINESS-PROFESSIONAL SERVICE	\$ 6,000.00
190560	09/07/2022	INSIGHT PA CYBER CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 3,057.36
190561	09/07/2022	JANELLE PUBLICATIONS	JUDY HEAD CLASSROOM BOOKS	\$ 139.70
190562	09/07/2022	JEFF ERISMAN	PIAA OFFICIALS - VOLLEYBALL	\$ 140.00
190563	09/07/2022	KENNETT GLASS COMPANY	OPER/MAINT-SUPPLIES	\$ 975.00
190564	09/07/2022	LANCASTER GENERAL MEDICAL GROUP	MEDICAL SERVS - PHYS STU/EMP	\$ 32.00
190565	09/07/2022	MADISON HANDWERGER	PIAA OFFICIALS - JH FIELD HOCK	\$ 101.00
190566	09/07/2022	MARTIN APPLIANCE	HS APPLIANCES	\$ 1,207.85
190567	09/07/2022	MOCASSIN RUN GOLF CLUB	DUES/FEES	\$ 2,500.00
190568	09/07/2022	MSC DIRECT	WOODWORKING CTE SUPPLIES	\$ 318.69
190569	09/07/2022	NATIONAL ART & SCHOOL SUPPLY	ART SUPPLIES 22-23	\$ 119.40
190570	09/07/2022	ODP BUSINESS SOLUTIONS LLC	CLASSROOM SUPPLIES	\$ 2,734.16
190571	09/07/2022	PENNSYLVANIA CYBER CHARTER	PA CHARTER SCHOOL TUITION	\$ 2,988.99
190572	09/07/2022	PAULA MUSSELMAN	PIAA OFFICIALS - FIELD HOCKEY	\$ 88.00
190573	09/07/2022	Quill.com	ART SUPPLIES 22-23	\$ 228.75
190574	09/07/2022	REACH CYBER CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 2,797.60
190575	09/07/2022	REPUBLIC SERVICES #319	OPER/MAINT- DISPOSAL SRVC	\$ 6,107.68
190576	09/07/2022	RICK HARTL	PIAA OFFICIALS - FOOTBALL	\$ 88.00

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
190577	09/07/2022	SCHOOL SPECIALTY	C & I SUPPLIES	\$ 970.87
190578	09/07/2022	SHERWIN-WILLIAMS	OPER/MAINT-SUPPLIES	\$ 261.69
190579	09/07/2022	TERRY FARRELL	PIAA OFFICIALS - FOOTBALL	\$ 102.00
190580	09/07/2022	THEODORE MAKASKAS	PIAA OFFICIALS - FOOTBALL	\$ 88.00
190581	09/07/2022	TIM WATSON	PIAA OFFICIALS - FOOTBALL	\$ 88.00
D000001577	08/05/2022	CHESTER COUNTY INTERMDIATE UNIT	1ST QUARTER OC ED	\$ 215,500.00
D000001578	08/05/2022	NRG BUILDING SERVICES INC	QUARTERLY BILLING	\$ 13,900.00
D000001579	08/19/2022	ALTHOUSE TRANSPORTATION INC	WORLD LANG - HS TRAVEL	\$ 267.90
D000001580	08/19/2022	ALTHOUSE TRANSPORTATION INC	TRANS-CONTRACT CARRIER	\$ 81,313.33
D000001581	08/19/2022	AMAZON CAPITAL SERVICES INC	IST SUPPLIES	\$ 149.75
D000001582	08/19/2022	MELISSA ANDREWS	REIMB TRAVEL/CONF	\$ 103.75
D000001583	08/19/2022	ART OF SOUND LLC	GENERAL SUPPLIES	\$ 5,982.60
D000001584	08/19/2022	BLACKBOARD INC	REC SUPPLIES	\$ 20,109.00
D000001585	08/19/2022	KRISTINA CAMPBELL	TUITION REIMB INSTRUCT STAFF	\$ 960.00
D000001586	08/19/2022	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$ 436.83
D000001587	08/19/2022	COYNE CHEMICAL CO.	OP/MAINT WATER TREAT-MAINT	\$ 2,067.25
D000001588	08/19/2022	DEL CO PUB SCHOOLS HEALTHCARE	SUSPENSE ACCOUNT - PRES DRUGS	\$ 162,230.27
D000001589	08/19/2022	DELTA DENTAL	SUSPENSE ACCOUNT - DENTAL INS	\$ 21,321.40
D000001590	08/19/2022	ERIC ARMIN INC.	1st Grade level SUPPLIES	\$ 166.53
D000001591	08/19/2022	EDWARDS BUSINESS SYSTEMS	PRINTING - 5 KONICA MINOLTA	\$ 1,135.46
D000001592	08/19/2022	FLINN SCIENTIFIC INC	SCIENCE-MS SUPPLIES	\$ 577.80
D000001593	08/19/2022	FRONTIER	OPER/MAINT-TRANS/TELE SERVICE	\$ 4,311.01
D000001594	08/19/2022	GRAINGER	OPER/MAINT-SUPPLIES	\$ 391.56
D000001595	08/19/2022	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 164,677.15
D000001596	08/19/2022	KEGEL KELIN LITTS & LORD LLP	LEGAL SERVICES	\$ 2,876.25
D000001597	08/19/2022	KIERA KRADZINSKI	TUITION REIMB INSTRUCT STAFF	\$ 3,096.00
D000001598	08/19/2022	LANCASTER-LEBANON IU #13	Cyber Academy - HS TUITION	\$ 1,247.33
D000001599	08/19/2022	MCNAMARA LISA M	REIMB TRAVEL/CONF	\$ 286.25
D000001600	08/19/2022	MEDCO SUPPLY COMPANY	SUPPLIES - ATHLETIC DIRECTOR	\$ 33.42
D000001601	08/19/2022	NASCO	SCIENCE-MS SUPPLIES	\$ 163.59
D000001602	08/19/2022	NATIONAL VISION ADMINISTRATORS LLC	SUSPENSE ACCOUNT - VISION INS	\$ 904.35
D000001603	08/19/2022	OCTORARA AREA SCHOOL DISTRICT	SUMMER CAMP FOOD	\$ 3,369.36
D000001604	08/19/2022	PEARSON EDUCATION	PYSCH SUPPLIES	\$ 5,907.20
D000001605	08/19/2022	PECO	OPER/MAINT- ELECTRIC	\$ 21,829.91
D000001606	08/19/2022	PETICCA MARK	REIMB TRAVEL/CONF	\$ 87.50
D000001607	08/19/2022	REALLY GOOD STUFF LLC	1st Grade Level SUPPLIES	\$ 356.58
D000001608	08/19/2022	RESERVE ACCOUNT	OTHER ADMIN - POSTAGE	\$ 6,000.00
D000001609	08/19/2022	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$ 38,610.00
D000001610	08/19/2022	RIEKER DIANE	TUITION REIMB INSTRUCT STAFF	\$ 1,449.00

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
D000001611	08/19/2022	SECURLY INC	TEC SUPPLIES	\$ 2,501.34
D000001612	08/19/2022	SIGNAL 88 LLC	OPER/MAINT - OTHER PROF SVRS	\$ 2,965.40
D000001613	08/19/2022	STERN ASHLEY	TUITION REIMB INSTRUCT STAFF	\$ 3,096.00
D000001614	08/19/2022	STEFFY ROBERT	REIMB TRAVEL/CONF	\$ 145.00
D000001615	08/19/2022	SWIFTMD	SUSPENSE ACCOUNT - HOSP	\$ 675.99
D000001616	08/19/2022	TOWN SERVICE CENTER INC	OPER/MAINT- DIST VEHICLE SUP	\$ 125.61
D000001617	08/19/2022	TSA CONSULTING GROUP INC	403B & ROTH	\$ 19,293.44
D000001618	08/19/2022	WEAVER ANDREA	TUITION REIMB INSTRUCT STAFF	\$ 758.00
D000001619	08/19/2022	MACEY WETZEL	TUITION REIMB INSTRUCT STAFF	\$ 1,548.00
D000001620	08/19/2022	WINDVIEW ATHLETIC FIELDS	OPER/MAINT- CONTRACTED SRVS	\$ 9,500.00
D000001621	08/26/2022	ALHOUSE TRANSPORTATION INC	STUDENT TRANSPORT	\$ 300.00
D000001622	08/26/2022	AMAZON CAPITAL SERVICES INC	TECH SRVS SUPPLIES	\$ 2,988.92
D000001623	08/26/2022	AUSTILL'S REHABILITATION SERVICE	OTHER SPEC SUPT - ELEM IU CON	\$ 3,574.36
D000001624	08/26/2022	BECKER'S SCHOOL SUPPLIES	LORI BOLD CLASSROOM SUPPLIES	\$ 137.54
D000001625	08/26/2022	CALICO PACKAGING LLC	TRASH LINERS	\$ 10,270.00
D000001626	08/26/2022	CAROLINA BIOLOGICAL SUPPLY CO.	GENERAL SUPPLIES	\$ 238.73
D000001627	08/26/2022	CRITICARE HOME HEALTH AND NURSING	SUBSTITUTE NURSE (MULTIPLE DATES)	\$ 6,115.00
D000001628	08/26/2022	DEMCO	LIBRARY SUPPLIES	\$ 45.02
D000001629	08/26/2022	JOHNSTONE SUPPLY	OPER/MAINT-SUPPLIES	\$ 237.32
D000001630	08/26/2022	KEEN COMPRESSED GAS CO.	GENERAL SUPPLIES	\$ 23.05
D000001631	08/26/2022	MIDWEST TECHNOLOGY PRODUCTS	GENERAL SUPPLIES	\$ 119.64
D000001632	08/26/2022	OFFICE BASICS INC	GENERAL SUPPLIES	\$ 712.32
D000001633	08/26/2022	ORNER'S LANDSCAPES & TREE SERVICE	LAWNCARE	\$ 15,520.00
D000001634	08/26/2022	PECO	OPER/MAINT- ELECTRIC	\$ 5,584.02
D000001635	08/26/2022	PIONEER MANUFACTURING COMPANY	OPER/MAINT-SUPPLIES	\$ 935.00
D000001636	08/26/2022	SWEET STEVENS KATZ & WILLIAMS LLP	PROFESSIONAL SERVICES	\$ 1,154.50
D000001637	08/26/2022	THOMSON REUTERS	INFORMATION CHARGES	\$ 235.42
D000001638	08/31/2022	CBIZ PAYROLL INC	MEDICARE CARE REIMBURSE DED	\$ 436.83
D000001639	08/31/2022	TSA CONSULTING GROUP INC	403B/ROTH	\$ 25,163.28
D000001640	09/07/2022	3B SERVICES INC.	REPAIRS & MAINT - OES EQUIP	\$ 669.21
D000001641	09/07/2022	AMAZON CAPITAL SERVICES INC	GENERAL SUPPLIES	\$ 4,486.44
D000001642	09/07/2022	COLLEGIUM CHARTER SCHOOL	PA CHARTER SCHOOL TUITION	\$ 20,806.70
D000001643	09/07/2022	DEL CO PUB SCHOOLS HEALTHCARE	SUSPENSE ACCOUNT - PRES DRUGS	\$ 50,633.27
D000001644	09/07/2022	EDWARDS BUSINESS SYSTEMS	PRINTING - 5 KONICA MINOLTA	\$ 1,713.42
D000001645	09/07/2022	INDEPENDENCE BLUE CROSS	SUSPENSE ACCOUNT - HOSP	\$ 72,481.31
D000001646	09/07/2022	JOSHUA IRONS	REIMB TRAVEL/CONF	\$ 73.75
D000001647	09/07/2022	JOHNSTONE SUPPLY	OPER/MAINT-SUPPLIES	\$ 774.20
D000001648	09/07/2022	LANCASTER-LEBANON IU #13	Cyber Academy - HS TUITION	\$ 66,806.95
D000001649	09/07/2022	MARTIN HELENA T	REIMB TRAVEL/CONF	\$ 216.50

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
D000001650	09/07/2022	ORNER MICHELE M	REIMB TRAVEL/CONF	\$ 27.37
D000001651	09/07/2022	PROASYS INC	OP/MAINT WATER TREAT-PUR SRVCS	\$ 597.50
D000001652	09/07/2022	RESCHINI AGENCY INC	SUSPENSE ACCOUNT - HOSP	\$ 38,610.00
D000001653	09/07/2022	SUSAN SIMPSON	REIMB TRAVEL/CONF	\$ 72.13
D000001654	09/07/2022	WEAVER ANDREA	REIMB TRAVEL/CONF	\$ 62.50
D000001655	09/07/2022	WITMER PUBLIC SAFETY GROUP	Non-Cap Equip Homeland Sec CTE	\$ 554.80
D000001656	09/12/2022	CHESTER COUNTY INTERMDIATE UNIT	OTHER CONT SRVCS	\$ 30,645.96
189509	12/22/2021	ACT FINANCE	Guidance AP Funds	\$ 416.00
189510	12/22/2021	BAZZI BAT COMPANY LLC	SUPPLIES - ALL SPORTS	\$ 115.00
189511	12/22/2021	BEST DELEGATE LLC	Prof Serv	\$ 105.00
189512	12/22/2021	DUTCH -WAY FARM MARKET INC	HOME EC / CTE SUPPLIES	\$ 61.35
189512	12/22/2021	DUTCH -WAY FARM MARKET INC	HOME EC / CTE SUPPLIES	\$ 89.18
189513	12/22/2021	DUTCH -WAY FARM MARKET INC	SUPPLIES - SCIENCE	\$ 24.35
189514	12/22/2021	DUTCH -WAY FARM MARKET INC	FAM & CONSUMER SCI - HS SUPPL	\$ 12.79
189514	12/22/2021	DUTCH -WAY FARM MARKET INC	FAM & CONSUMER SCI - HS SUPPL	\$ 61.70
189514	12/22/2021	DUTCH -WAY FARM MARKET INC	FAM & CONSUMER SCI - HS SUPPL	\$ 105.62
189515	12/22/2021	DUTCH -WAY FARM MARKET INC	OABEST EXPO SUPPLIES	\$ 27.40
189516	12/22/2021	FERGUSON ENTERPRISES INC #501	MAINT SUPPS ALL BLDGS	\$ 98.75
189517	12/22/2021	GUARDIAN LIFE INSURANCE	LIFE INS	\$ 3,675.90
189518	12/22/2021	HORSHAM CLINIC	TUITION TO APS/PRRI-SEC	\$ 540.00
189519	12/22/2021	IN A HEARTBEAT LLC	FACS DUES & FEES	\$ 900.00
189520	12/22/2021	JOHNSTONE SUPPLY	OPER/MAINT-PL MAINT SUP	\$ 219.87
189520	12/22/2021	JOHNSTONE SUPPLY	OPER/MAINT-PL MAINT SUP	\$ 437.65
189520	12/22/2021	JOHNSTONE SUPPLY	BLDG	\$ 437.65
189521	12/22/2021	KEYSTONE CHAPTER OF FIRE SERVICE	CTE HomelandSecurity Dues/Fees	\$ 25.00
189522	12/22/2021	LITITZ SIGNS	SUPPLIES - ALL SPORTS	\$ 299.00
189539	12/22/2021	XEROX CORPORATION	INST-HS EQUIPMENT/RENTAL	\$ 260.98
189539	12/22/2021	XEROX CORPORATION	INST-HS EQUIPMENT/RENTAL	\$ 166.71
189539	12/22/2021	XEROX CORPORATION	VO ED SUPPLIES	\$ 176.54
189540	12/23/2021	21ST CENTURY MEDIA	BOARD SRVCS - ADVERTISING	\$ 81.44
189540	12/23/2021	22nd CENTURY MEDIA	BOARD SRVCS - ADVERTISING	\$ 216.94
189541	12/23/2021	ATLANTIC TRACTOR LLC	REPAIRS & MAINT - VEHICLE	\$ 31.46
189541	12/23/2021	ATLANTIC TRACTOR LLC	REPAIRS & MAINT - VEHICLE	\$ 219.66
189541	12/23/2021	ATLANTIC TRACTOR LLC	REPAIRS & MAINT - VEHICLE	\$ 60.00
189542	12/23/2021	TINA BARE	Guidance AP Funds	\$ 25.00
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 1.68
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 167.73
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 167.73
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 167.73

General Fund
September 19, 2022

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Amount
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 167.73
189543	12/23/2021	CREST/GOOD MANUFACTURING CO INC	MAINT SUPPS ALL BLDGS	\$ 167.71
189544	12/23/2021	IMPERIAL DADE	OPER/MAINT-SUPPLIES	\$ 938.00
TOTAL				\$ 1,612,238.02

Cardmember Services
September 19, 2022

Payment #	Payment Dt	VendorName	Description	Amount
190465	08/15/2022	CARDMEMBER SERVICES	WALL ST JOURNAL	\$ 9.99
190465	08/15/2022	CARDMEMBER SERVICES	HOME DEPOT, LOWES	\$ 80.09
190465	08/15/2022	CARDMEMBER SERVICES	VISTAPRINT	\$ 95.13
190465	08/15/2022	CARDMEMBER SERVICES	TRANSTECTOR	\$ 607.43
190465	08/15/2022	CARDMEMBER SERVICES	EM HERR FARM & HOME	\$ 5.11
190465	08/15/2022	CARDMEMBER SERVICES	ZEN FLOWCHART	\$ 9.95
190465	08/15/2022	CARDMEMBER SERVICES	COLLABORATIVE CLASSROOM, TIME FOR KIDS	\$ 1,656.00
190465	08/15/2022	CARDMEMBER SERVICES	PENNSYLVANIA ASCD	\$ 65.00
190465	08/15/2022	CARDMEMBER SERVICES	NY TIMES	\$ 4.00
190465	08/15/2022	CARDMEMBER SERVICES	SAFETYSIGN.COM	\$ 417.86
190465	08/15/2022	CARDMEMBER SERVICES	PASA	\$ 245.01
190465	08/15/2022	CARDMEMBER SERVICES	NY TIMES	\$ 7.35
190465	08/15/2022	CARDMEMBER SERVICES	WATER-COFFEE DELIVER	\$ 10.00
190465	08/15/2022	CARDMEMBER SERVICES	TEACHERS PAY TEACHERS	\$ 150.00
190465	08/15/2022	CARDMEMBER SERVICES	TEACHERS PAY TEACHERS	\$ 150.00
190465	08/15/2022	CARDMEMBER SERVICES	WALMART	\$ 124.87
190465	08/15/2022	CARDMEMBER SERVICES	LIGHTBURN SOFTWARE, ZOOM	\$ 260.00
190465	08/15/2022	CARDMEMBER SERVICES	XTOOL (CHARGES AND REFUND)	\$ 1,482.92
190465	08/15/2022	CARDMEMBER SERVICES	GLOWFORGE	\$ 253.34
190465	08/15/2022	CARDMEMBER SERVICES	AMERICAN, UNITED	\$ 161.82
190465	08/15/2022	CARDMEMBER SERVICES	DUTCHMAN'S TRUE VALUE	\$ 33.86
190465	08/15/2022	CARDMEMBER SERVICES	LNP MEDIA GROUP	\$ 13.95
190465	08/15/2022	CARDMEMBER SERVICES	CHEWY.COM	\$ 79.78
			TOTAL	\$ 5,923.46



BENJAMIN L. PRATT

E-MAIL:pratt@kkll.law

September 7, 2022

Dr. Michele Orner
Octorara Area School District
228 Highland Road
Atglen, PA 19310

Re: Engagement Letter

Dear Dr. Orner:

Kegel Kelin Litts & Lord LLP values its relationship with Octorara Area School District, and we are pleased to be reappointed as solicitor and general counsel. Our law firm will be pleased to provide legal services in this capacity to the School District pursuant to this engagement letter for the 2022-23 school year and any future time period for which you reappoint our firm. We are pleased to be part of your team.

Concerning the scope of our services, we understand that we will serve as your primary legal counsel, and that generally the superintendent, assistant superintendent, chief financial officer, or school board president will contact us with specific questions or legal projects you wish our firm to address. On occasion, building principals and other administrators will contact us after approval from one of the named officials or where circumstances require immediate advice. Of course, we will also attend school board and committee meetings on request, and will respond to questions or requests at such meetings.

We will also serve as your bond counsel, providing services to the School District as needed with respect to bond issues, other borrowings, and other finance transactions during the term of our appointment.

Unless and until you decide otherwise, I will be your primary contact within our law firm. However, you should feel free at any time to call any of our lawyers as you deem appropriate, based on availability, area of expertise, or any other consideration. The lawyer you contact will at times involve others within the firm in providing specific services. As a part of providing the best possible and most cost-efficient service, we endeavor to match individual lawyers to the work required for specific projects, and to use paralegals or lawyers with lower hourly rates where appropriate.



We will provide legal services that we believe are appropriate for each matter in accordance with applicable legal and ethical standards – always endeavoring to be responsive, to provide critical path/practical advice, and where necessary to “go the extra mile.”

In addition to our internal quality control procedures and continuing emphasis on excellence, we maintain for your protection professional liability insurance with maximum coverage limits of \$5,000,000 each claim and aggregate.

Our fees will generally be billed in accordance with the **attached KKAL Fee Letter**, which specifies guideline hourly rates, billable expenses, and other billing procedures. Please note that we review guideline hourly rates periodically, and changes are made from time to time, generally effective in January of each year. We will establish the billing format in consultation with you, and will provide whatever level of detail you request. Fees for bond issues and other financing transactions will be established by consultation with you at the time of initiation of the financing steps, based on the size and complexity of the financing transaction, our estimate of the required time commitment and liability ramifications, fees charged by other finance counsel of comparable caliber on comparable transactions, and our focus on charging uniform fees to all clients for comparable transactions.

We invite questions and dialogue at any time concerning our billings and fees. On request, we will consult with you concerning estimated legal expenses on specific matters, or your annual budget for legal expense. You should not hesitate to call at any time concerning billing, fees, or anticipated legal expense.

My hourly fee and our guideline hourly rates are general guidelines for our bills. The amount we actually charge on each invoice is based on our review of the work performed, the hours devoted to the project, and our judgment of what is fair and appropriate for the service rendered. It is important to stress that hourly rates are merely a starting point. Our fees are determined, in accordance with applicable ethical rules, by considering a number of factors, including the amount of time our professionals devote to a matter; the experience and expertise of the professionals who perform the services (as reflected in our guideline hourly rates); the complexity, novelty, difficulty, and magnitude of the matter; any time limitations or other special demands presented; and the results obtained.

Discounts are frequently applied and premiums are occasionally applied – in each case to ensure a fair result. Fairness is the final touchstone.

On some occasions, premiums are applied where a client has benefited substantially from research performed for another client or based on other factors not reflected in the time. Discounts are applied when the hours required to resolve an issue are disproportionate to the dollar amount involved. More frequently, discounts are applied where the cost of our service is



spread among multiple school districts. For example, in providing guidance on major changes in education law, our normal approach is to divide the cost equally among all school clients affected by the specific legislation. As to less extensive legal changes, we frequently provide proactive alerts and advice without any charge whatsoever. We strive to ensure that all fees charges are fair and appropriate considering all the circumstances. We review each monthly invoice and make adjustments as appropriate to ensure this result.

If you wish to implement or discuss additional or alternate terms concerning our provision of legal services, please let us know, and we will make appropriate revisions to this engagement letter.

Kegel Kelin Litts & Lord LLP thanks you for reappointing us as legal counsel. We look forward to a long and mutually satisfactory relationship.

Assuming these arrangements are satisfactory and we are reappointed by the School Board, please print and sign a copy of this letter and return it to us.

Sincerely,

Benjamin L. Pratt

BLP:rlm:182663.1.

Enclosures

Accepted and Agreed to:

By:

Dr. Michele Orner, Superintendent of Schools
Octorara Area School District



KEGEL KELIN LITTS & LORD LLP

FEE LETTER

AUGUST 01, 2022

Creative Advice

Outstanding Results

Legal work varies greatly. Fees also vary depending on the type of work performed and the results obtained.

We use hourly rates – but only as general guidelines – with the amount charged on each invoice being based on a judgment of what is fair and appropriate for the service rendered. Our current guideline hourly rates for paralegals range from \$60 to \$100. Our current guideline hourly rates for lawyers range from \$195 to \$295. Generally, we record time based on quarter-hour increments.

However, it is important to stress that these rates are merely a starting point in determining fees. Discounts are frequently applied to assure a fair result, and premiums are also applied at times where highly specialized work is performed, work is preemptive, or the client has benefited from research performed for another client.

Fairness is the final touchstone. We strive to ensure that all fees charged are fair and appropriate considering all circumstances.

The most important factors which should be considered by a client in evaluating fees are: (1) the expertise, judgment and creativity of the lawyer providing the legal services; and (2) the total charges for a particular service. Of course, lower hourly rates do not equate with lower total charges.

We are pleased to render invoices on a monthly basis, or as otherwise desired by the client. In addition to fees for services, we also invoice for our out-of-pocket expenses, including filing fees, telephone and telecopy toll charges, photocopy, travel and computer research expense, and other expenses directly related to services performed for the client. Guideline hourly rates are adjusted periodically.



KEGEL KELIN LITTS & LORD LLP
LAWYER AND PARALEGAL HOURLY RATES
JANUARY 01, 2022

Rhonda F. Lord	295.00
Jeffrey D. Litts	295.00
Jason T. Confair	295.00
Benjamin L. Pratt	295.00
Kay Mercein Mann	275.00
Jacob Broadway	195.00
Paralegal Services	60.00-100.00

Octorara Area School District

A RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE OCTORARA AREA SCHOOL DISTRICT AUTHORIZING THE WAIVER OF ADDITIONAL CHARGES FOR THE LATE PAYMENT OF REAL ESTATE TAXES IN CERTAIN CIRCUMSTANCES TO COMPLY WITH ACT 57 OF 2022

WHEREAS, the Octorara Area School District (School District”) is a taxing district as defined in the Local Tax Collection Law, 53 Pa. C.S. § 8001 *et seq.*;

WHEREAS, the School District adopts its annual budget on or before June 30 of each year, and issue its real estate tax bills thereafter on or about July 1 of each year;

WHEREAS, the real estate tax bills provide for payment by certain dates of either the discount, face and/or penalty amount depending on the date when such payment is made;

WHEREAS, from time to time there may be errors and/or delays with the distribution and/or delivery system of real estate tax bills and property owners may not receive their real estate tax bills and/or do not receive them in a timely fashion; and

WHEREAS, Act 57 of 2022 amended the Local Tax Collection Law to authorize, in limited and certain circumstances, for the waiver of additional charges and other forms of relief for taxpayers’ late payment of the face amount of real estate taxes; and

WHEREAS, Act 57 of 2022 requires the School District to adopt a resolution to require its real estate tax collector(s) to waive additional charges for real estate taxes, subject to a taxpayer’s compliance with the requirements Act 57 of 2022, beginning July 1, 2023 and each tax year thereafter.

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of Octorara Area School District, as follows:

1. Definitions. In compliance with Act 57 of 2022, the following terms shall be defined as:
 - a. “Additional charge” shall mean any interest, fee, penalty or charge accruing to and in excess of the face amount of the real estate taxes as provided in the real estate tax notice.
 - b. “Tax collector” shall mean an elected or appointed tax collector, delinquent tax collector, tax claim bureau or alternative collector assigned to collect the School District’s real estate taxes.
 - c. “Qualifying event” shall mean either the date ownership of real estate is transferred, the date ownership of a mobile/manufactured home is transferred or the date a lease agreement commences for the original location or relocation of a mobile/manufactured home on a parcel of land not owned by the owner of the mobile/manufactured home.

2. Tax Collector Compliance. Each tax collector shall waive additional charges for the late payment of real estate taxes for a particular property, if a taxpayer does all of the following:
 - a. The taxpayer provides a waiver request of additional charges within twelve (12) months of a qualifying event;
 - b. The taxpayer attests a real estate tax notice was not received and/or not received in a timely manner;
 - c. The taxpayer provides proof of the property transfer within the previous twelve (12) months by means of:
 - i. a copy of the deed showing the date of the real property transfer; or
 - ii. a copy of the title showing the date of acquisition of a mobile/manufactured home or an executed lease agreement for a mobile/manufactured home shown the date on which the lease began; and
 - d. The taxpayer makes full payment of the face amount on real estate tax bill at the time of the waiver request.
3. Taxpayer Waiver and Attestation Form. A taxpayer shall use the standardized form developed by the Pennsylvania Department of Community and Economic Development for purposes of submitting the waiver request and attestation under Paragraph 2.
4. Tax Collector Liability. A tax collector who in good faith accepts a waiver request and full payment of the face amount on real estate tax bill shall not be personally liable for any amount due or arising from the real estate tax that is the subject of the waiver request.
5. Effective Date. This resolution shall become effective beginning July 1, 2023 or the date on which the School District's 2023 real estate tax notices are issued, if earlier.

DULY ADOPTED, by the Board of School Directors of Octorara Area School District School, in lawful session duly assembled, this 19th day of September, 2022.

OCTORARA AREA SCHOOL DISTRICT

By: _____
President of the Board of School Directors

ATTEST: _____
Secretary of the Board of School Directors
(SEAL)

TRANSPORTATION CONTRACT

**Linville Hill Christian School
295 South Kinzer Road
Paradise, PA 17562
717-442-4447**

THIS AGREEMENT ENTERED INTO THIS 23rd DAY OF AUGUST, 2022, BY AND BETWEEN THE OCTORARA AREA SCHOOL DISTRICT HEREINAFTER REFERRED TO AS THE DISTRICT, AND LINVILLE HILL CHRISTIAN SCHOOL OF GAP, PA. HEREINAFTER REFERRED TO AS THE CONTRACTOR, WITNESSETH:

1. For the consideration hereinafter mentioned, the CONTRACTOR agrees to provide transportation for school pupils who shall be designated by the DISTRICT to and from such points, along with over such routes, and at times set forth in schedule attached hereto and made a part hereof for the school year 2022-2023.
2. The DISTRICT shall pay the CONTRACTOR the sum of \$56,700.00 (\$315.00 per day) for the 2022-2023 school year that the contractor transports school pupils.
3. Transportation upon the terms and conditions herein specified in items 1 to 25 inclusive shall begin August 24, 2022.
4. This contract shall terminate on the 30th day of June 2023.
5. During the term of this contract, contractor shall provide, at its own expense, automobile liability insurance covering all drivers and all buses or vehicles employed or used by it under this contract which said insurance shall name the CONTRACTOR and OCTORARA AREA SCHOOL DISTRICT as insureds, as their interest may appear, with limits of liability to be at least:
 - a. for property damage of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate.
 - b. for bodily injury or death of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate.
 - c. for general aggregate of not less than \$3,000,000
 - d. Workers Compensation insurance of not less than \$500,000
6. The CONTRACTOR agrees to furnish such reports as may be required by the DISTRICT or its designated representatives.
7. The CONTRACTOR shall furnish vehicles, which conform to the standards for school transportation vehicles approved by the Department of Traffic Safety of the Pennsylvania Public Utility Commission and Mass Transit Authorities as applicable. School buses and Type A vehicles shall meet the minimum standards of the Bureau of Traffic Safety and shall pass annual inspection by the Pennsylvania State Police during the month of August. Type B & C school vehicles shall conform to the provision of the laws of the Commonwealth, and shall be in good mechanical and sanitary condition. In order to ensure that all contracted vehicles conform to the aforementioned provision, the contractor agrees to comply with periodic inspections set by the DISTRICT and implemented by its designated representatives.
8. The CONTRACTOR agrees to comply with and observe all provisions of the Pennsylvania Vehicle Code and all other applicable laws.
9. Every school bus driver shall meet all the regulations of the Bureau of Traffic Safety of the Pennsylvania Department of Transportation in regard to application, age, fitness competence, conduct, licensing, physical examination, and continuing eligibility, provided that such operators shall have passed periodically administered physical examinations required by either the Public Utility Commission, the Interstate Commerce Commission or the Department of Transportation. Prior to the effective date of this contract, the CONTRACTOR agrees to

submit a list of scheduled and/or certified drivers and provide to the DISTRICT or its designated representative for approval the following:

- a. Current Pennsylvania Drivers License
 - b. Physical Exam Certificate
 - c. Current Pennsylvania School Bus Drivers License
 - d. Certificate of Completion of School Bus Drivers Training
 - e. Act 34 Criminal Record Check
 - f. Act 151 Criminal Record Check
 - g. Act 114 (FBI Fingerprint Report)
10. Bus routes and bus stops shall be determined by the CONTRACTOR and may be modified by the CONTRACTOR as the CONTRACTOR decides. The operator shall not deviate from the designated route except by written consent of the DISTRICT or, in the case of an emergency, which shall be reported promptly to the DISTRICT or the DISTRICT'S designated representative.
 11. An operating time schedule shall be prepared by the CONTRACTOR in cooperation with the DISTRICT. This schedule shall designate the time and place of all bus stops, both morning and evening, and shall be posted in the stop before two minutes after the scheduled time unless all pupils to be transported from that point are aboard. The schedule may be modified by the CONTRACTOR as occasion demands but only after due notice has been given to parents and DISTRICT.
 12. Pupils shall be taken on and discharged from the bus only at designated stops and at extreme right of the road. No pupils shall be permitted to get on or off the bus while it is in motion. No vehicle which has stopped in compliance with the provisions of Section 3208 of The School Laws of Pennsylvania shall proceed until after each child who may have alighted there from shall have reached a place of safety.
 13. No person other than a school pupil shall be transported in a contracted vehicle except that a teacher, or other school official, or parent may ride when approved by the DISTRICT'S designated representatives. Nothing except passengers and their belonging shall be transported in the contracted vehicle while it is engaged in transporting pupils to and from school.
 14. Contracted vehicle, including Type A vehicles, shall not be loaded beyond the seating capacity as set forth in minimum standards and as indicated on the "Approved School Bus Sticker" or manufacturers rated seating schedule/sticker.
 15. The speed of the vehicle shall at all times be consistent with the safety of the passengers and shall at no time exceed the speed limit as set forth in the minimum standards of the bureau of Traffic Safety, PennDot, as promulgated from the Vehicle Code.
 16. The CONTRACTOR agrees to furnish in each contracted vehicle the following safety-related items:
Grade A first-aid kit, dry-chemical type fire extinguisher of at least a three-pound capacity.
 17. It is understood and agreed to by both parties hereto that the CONTRACTOR, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an INDEPENDENT CONTRACTOR and is not an officer, agent or employee of the aforesaid DISTRICT.
 18. This contract shall not be transferred or assigned. Another vehicle which has been lawfully certified for current use in Pennsylvania and/or another properly certified driver may be substituted in emergencies upon consent of the DISTRICT or the designated representative, but only for the duration of the emergency.
 19. Any violation of the terms of this contract may, at the option of the DISTRICT, operate as a cause for termination.

20. The PARTIES shall adjust all matters arising out of this contract not specifically provided for therein.
21. This contract may be reopened for discussion if there is a substantial increase/decrease in fuel prices.
22. The contractor agrees to perform Drug and Alcohol testing with its drivers in conformance with Federal and state Laws.
23. Attach all additional conditions between the DISTRICT and CONTRACTOR that have not been listed.
24. The CONTRACTOR agrees to provide the DISTRICT with data required by PDE to receive State reimbursement. This data shall be furnished to the DISTRICT by SEPTEMBER 15, 2023.
25. Either party to this contract may request to reopen for discussion if there is a significant change to the miles transported and/or student ridership regarding transportation of OASD students within district boundaries.
26. Contractor agrees drivers shall not use cell phones while vehicles are in motion.

IN WITNESS WHEREOF, the parties above named have hereto set their hands and seals the day and year aforesaid.

BY

Contractor

FOR THE BOARD OF SCHOOL DIRECTORS
OF OCTORARA AREA SCHOOL DISTRICT

Address

President

Date

Secretary

Date

RECOMMENDED FOR BOARD APPROVAL

Superintendent

228 Highland Rd, Suite 1, Atglen, PA 19310

Address

Date

Goal Setting

Priority: Establish a culture of high expectations for success for all students and educators.

Outcome Category	Measurable Goal Statement	Measurable Goal Nickname	Target 1st Quarter	Target 2nd Quarter	Target 3rd Quarter	Target 4th Quarter
Essential Practices 1: Focus on Continuous Improvement of Instruction	50% of the students will meet or exceed the state standard for growth on Grade 7 math PSSA.	Grade 7 Math PSSA	35% of the students will meet their growth projection on the NWEA MAP assessment for math.	40% of the students will meet their growth projection on the NWEA MAP assessment for math.	45% of the students will meet their growth projection on the NWEA MAP assessment for math.	50% of the students will meet or exceed the state standard for growth on Grade 7 math PSSA
Essential Practices 3: Provide Student-Centered Support Systems	Implement a student-centered master schedule	Master Schedule	Reconvene Master Schedule committee	Decide on a new master schedule	Begin to create new master schedule in SIS.	New master schedule is completed and all students leave with a copy of their 2023-2024 academic schedule.

Priority: Fully implement MTSS for Math, Science, ELA and behavior						
Outcome Category	Measurable Goal Statement	Measurable Goal Nickname	Target 1st Quarter	Target 2nd Quarter	Target 3rd Quarter	Target 4th Quarter
Essential Practices 3: Provide Student-Centered Support Systems	MTSS for reading and math will be fully implemented by the end of the 2022-2023 school year.	MTSS	100% of teachers will receive professional development and begin to implement Tier 1 interventions for reading, math and behavior as applicable and necessary.	100% of students identified as needing Tier 2 or 3 interventions in reading will receive those interventions.	100% of students identified as needing Tier 2 or 3 interventions for math will receive those interventions.	MTSS for reading and math will be fully implemented by the end of the 2022-2023 school year.
Essential Practices 3: Provide Student-Centered Support Systems	Disciplinary referrals will decrease by 30%.	PBIS	Disciplinary referrals will decrease by 5%.	Disciplinary referrals will decrease by 10%.	Disciplinary referrals will decrease by 20%.	Disciplinary referrals will decrease by 30%.

Priority: Provide scaffolds and supports for students in the Students with Disabilities Subgroup that make it possible to meet high expectations for success.						
Outcome Category	Measurable Goal Statement	Measurable Goal Nickname	Target 1st Quarter	Target 2nd Quarter	Target 3rd Quarter	Target 4th Quarter
Essential Practices 1: Focus on Continuous Improvement of Instruction	65% of Students with Disabilities will meet or exceed the state standard for growth in ELA and Math.	Special Ed growth ELA and Math	40% of Students with Disabilities will meet their growth projection on the NWEA MAP Assessment for ELA and Math	50% of Students with Disabilities will meet their growth projection on the NWEA MAP Assessment for ELA and Math	60% of Students with Disabilities will meet their growth projection on the NWEA MAP Assessment for ELA and Math.	65% of Students with Disabilities will meet or exceed the state standard for growth in ELA and math.

Priority: Provide scaffolds and supports for students in the ED subgroup that make it possible to meet high expectations for success.

Outcome Category	Measurable Goal Statement	Measurable Goal Nickname	Target 1st Quarter	Target 2nd Quarter	Target 3rd Quarter	Target 4th Quarter
Essential Practices 1: Focus on Continuous Improvement of Instruction	65% of Economically Disadvantaged Students will meet or exceed the state standard for growth in ELA and Math.	ED Growth ELA and Math	50% Economically Disadvantaged Students will meet their growth projection on NWEA MAP assessment for ELA and Math.	55% Economically Disadvantaged Students will meet their growth projections on the NWEA MAP assessment for ELA and Math.	60% Economically Disadvantaged Students will meet their growth projection on NWEA MAP assessment for ELA and Math.	65% Economically Disadvantaged Students will meet or exceed the state standard for growth in ELA and Math PSSA.
Community Engagement	Increase the number of parents of economically disadvantaged students who attend back-to-school night, parent-teacher conferences, and meetings by 15%.	Parent and Family Engagement	Increase the number of economically disadvantaged families who attend back-to-school nights by 15%.	Increase the number of economically disadvantaged families who attend conferences by 15%.	Increase the number of economically disadvantaged families (i.e. parent advisory, college readiness workshops, scheduling, CTE) by 15%.	Increase the number of parents of economically disadvantaged students who attend back-to-school night, parent-teacher conferences, and meetings by 15%.

Action Plan

Action Plan for: Provide Student Centered Support Systems						
Measurable Goals		Anticipated Output			Monitoring/Evaluation	
<ul style="list-style-type: none"> Grade 7 Math PSSA ED Growth ELA and Math MTSS Master Schedule 		Finalized MTSS plan for reading and math			quarterly data team meetings; progress monitoring Tier 2 and Tier 3 interventions	
Action Step	Anticipated Start Date	Anticipated Completion Date	Lead Person/Position		Material/Resources/Supports Needed	PD Step?
Identify criteria for students to receive Tier 2 and 3 interventions in reading and math.	09/01/2022	09/30/2022	Principal/Assistant Principals, Intervention Specialists		Consult with the data team/CCIU	No
Identify and implement Tier I interventions in all classrooms and provide job-embedded support for teachers.	09/01/2022	06/07/2023	Principal/Assistant Principals, Intervention Specialists		PD Resources; LFS Catching Kids Up Strategies	Yes
Identify and Implement Tier II and III interventions and progress monitoring tools for Reading and Math	09/01/2022	10/28/2022	Principal, C&I Director, Intervention Specialists		Master Schedule, PDE Evidence Resources Center	Yes

Action Plan for: Provide Student Centered Support

Measurable Goals		Anticipated Output		Monitoring/Evaluation	
<ul style="list-style-type: none"> PBIS 		Improved positive school climate focused on opportunities for success for all learners; fewer discipline referrals		Student and staff survey; monitor any changes to the number of office discipline referrals and level III and IV disciplinary incidents	
Action Step	Anticipated Start Date	Anticipated Completion Date	Lead Person/Position	Material/Resources/Supports Needed	PD Step?
Identify training and implementation schedule for school-wide PBIS	07/01/2022	08/15/2022	Principal/Assistant Principals, PBIS team	PBIS materials; CCIU TAC Team	No
Year 1 PBIS training for JSHS staff	08/16/2022	06/07/2023	Principal/Assistant Principals, PBIS team	CCIU TAC Team; Core PBIS Team	Yes

Action Plan for: Provide Student Centered Support						
Measurable Goals		Anticipated Output		Monitoring/Evaluation		
<ul style="list-style-type: none"> Grade 7 Math PSSA ED Growth ELA and Math MTSS Master Schedule 		Students in grades 7-12 will have a draft schedule by the last day of the 2022-2023 School year		Completed schedule		
Action Step	Anticipated Start Date	Anticipated Completion Date	Lead Person/Position	Material/Resources/Supports Needed	PD Step?	
Create a student-centered master schedule	09/26/2022	06/07/2023	Principal	consult with master scheduling committee	No	

Action Plan for: Community Engagement						
Measurable Goals		Anticipated Output		Monitoring/Evaluation		
<ul style="list-style-type: none"> Parent and Family Engagement 						
Action Step	Anticipated Start Date	Anticipated Completion Date	Lead Person/Position	Material/Resources/Supports Needed	PD Step?	
Use SMORE to send home monthly electronic newsletter and post to the OASD FB page	08/31/2022	09/30/2022	Principal	SMORE template; access to website	No	
Hold a Back to School Night for Spanish speaking families	08/31/2022	09/29/2022	Principal/Assistant Principals	consult with district translator, ELD teacher	No	

Professional Development Activities

MTSS						
Action Step	Audience	Topics to be Included	Evidence of Learning	Lead Person/Position	Anticipated Timeline Start Date	Anticipated Timeline Completion Date
<ul style="list-style-type: none">Identify and implement Tier I interventions in all classrooms and provide job-embedded support for teachers.Identify and Implement Tier II and III interventions and progress monitoring tools for Reading and MathYear 1 PBIS training for JSHS staff	JSHS Staff	Tier I Instructional Strategies, Tier II and III Interventions, Analysis of MAP Assessment Data, PBIS & Behavioral Strategies	Teacher classroom observations and learning walks; decrease in referrals to intervention specialists; growth on MTSS mid-year screener	Principal/Assistant Principals/Lead teachers	08/15/2022	06/07/2023
Learning Formats						
Type of Activities	Frequency	Choose Observation and Practice Framework	This Step Meets the Requirements of State Required Trainings			
Coaching (peer-to-peer; school leader-to-teacher; other coaching models)	Monthly	<ul style="list-style-type: none">1a: Demonstrating Knowledge of Content and Pedagogy1b: Demonstrating Knowledge of Students1d: Demonstrating Knowledge of Resources1e: Designing Coherent Instruction1c: Setting Instructional Outcomes	Teaching Diverse Learners in an Inclusive Setting			
Inservice day	3 days prior to the school year beginning; to repeat throughout the school year for those that don't attend the FLEX PD	<ul style="list-style-type: none">1b: Demonstrating Knowledge of Students1d: Demonstrating Knowledge of Resources1c: Setting Instructional Outcomes1e: Designing Coherent Instruction1a: Demonstrating Knowledge of Content and Pedagogy	Teaching Diverse Learners in an Inclusive Setting			