



## Superintendent's Report

March 28, 2023

### **Building Project Update:**

The Lycoming County Planning Commission granted approval to the Ashkar Elementary construction project. We are still waiting on final approval for the NPDES permit.

Mr. Kenyon is currently reviewing the bid documents and will provide any comments on behalf of the district to M/M Architects by March 28.

Bidding is currently scheduled to begin on April 6. A pre-bid meeting for contractors will be held at Ashkar on April 11. Bids will be due May 4 and ready for Board review on May 9. Final approval of bids could then be done at the May 23 board meeting.

I am hearing positive news from local schools that are currently bidding projects so I remain hopeful this will be favorable for our bids as well.

### **Administrative Regulations (AR)**

#### *Supplemental Pay Step Placement Guidelines*

You will see on the agenda the first coaching recommendation using the new administrative guidelines that were included in the information section of the board packet last meeting. These guidelines provide transparency and consistency around step placement for supplemental pay.

### **Employment**

#### *Custodial*

I am pleased to share that Mr. McCaffery is starting to fill some of the long vacant custodial positions and he is also looking at other options for the district. For all districts, this remains an incredibly difficult area to fill. I must admit it is reassuring however to see employees who left previously starting to return. ELSD truly is a great place to work.

#### *Teachers*

The interview committee was able to recommend to the board one candidate for the two open science positions. Mr. Swartz is a resident of the community and comes to us with 18 years of experience in the Midwest School District. As a Chemistry teacher he can teach middle school science and presents opportunities for the district in the future as well with that difficult to find certification.

The interview committee did offer a position to another candidate but they declined stating that they wanted to keep their options open. This is certainly not the labor market of a decade ago and, like all schools, it is challenging to find suitable candidates and to get them to commit.



### *Vacancies*

We will begin a second round of advertisements for the Foreign Language position this week. In addition, we are also advertising for a new band instructor, full-time custodians, food service, and classroom paraprofessionals.

### **Automated Logic - Rooftop Unit Controls**

When Mr. McCaffery arrived, he discovered that the controllers for the new rooftop units were not ordered. He immediately moved to ensure these would be ready when the new units arrived early this summer. The original estimate provided by NRG was \$187,000. However, Mr. McCaffery was able to secure a lower proposal from a company he prefers for \$128,100. Since this expense was not planned, we are allocating the capital projects money originally intended for the high school through-wall flashing to this project. That project will be moved to next summer. I am appreciative of Mr. McCaffery's efforts in this area to ensure the district is purchasing quality equipment and is cost effective. The proposal received is through CoStars joint purchasing program which offers competitive pricing through state contracts.

### **Athletic Director**

Applications are still being received. As of Thursday, March 23, 11 applications were received. Board representatives on the interview committee are Mr. Michael, Mr. Mamrak, and Mrs. Buebendorf. Dates and details will be forthcoming.

Respectfully submitted,

Dr. Mark Stamm  
Superintendent of Schools

**EAST LYCOMING SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
Tuesday, March 28, 2023  
High School Library - 7:00 p.m.**

**Public should enter through the Library Vestibule Doors**

**WELCOME AND CALL THE MEETING TO ORDER – MR. MICHAEL, PRESIDENT**

I. **AUDIENCE PARTICIPATION:** Comments from residents of the district regarding this agenda.

II. **REPORTS:**

**Administrator Reports:**

- Superintendent Report by Dr. Mark Stamm
- FBLA Presentations

**Administrator Updates (as applicable):**

- Mrs. Cori Cotner – Director of Curriculum
- Mr. Tom Coburn - Sr. High School Principal
- Mr. Richard Reichner – Jr. High School Principal
- Mrs. Jill Warg – Ferrell/Renn Elementary Principal
- Mrs. Sherry Cowburn – Ashkar Elementary Principal
- Mrs. Heather Burke – Business Manager/Board Secretary
- Mrs. Valerie Ochs - Assistant Business Manager
- Mrs. April Paulhamus - Special Education Director
- Mr. Adam Creasy - Technology Director
- Mr. Bryan McCaffery - Buildings & Grounds Director
- Mr. Kenneth Tallman - Athletic Director

**Board Member Updates (as applicable):**

- Intermediate Unit #17 – Mrs. McClintock
- Legislative Representation – Mrs. Gavitt
- LycoCTC – Mr. Mamrak

III. **EDUCATIONAL:**

(E-1)

1. **Field Trips:**

**Resolved,** upon the recommendation of Superintendent Stamm to approve the following field trips:

- |                                       |                                     |                            |
|---------------------------------------|-------------------------------------|----------------------------|
| - March 30, 2023                      | High School Musical Preview         | District-wide Grades 3-6   |
| Number of Students: 487               | Cost to Students: \$0.00            | Cost to District: \$500.00 |
|                                       |                                     |                            |
| - May 15, 2023                        | Warrior Run School District         | Special Education Students |
| Number of Students: 22                | Cost to Students: \$0.00            | Cost to District: \$200.00 |
|                                       |                                     |                            |
| - May 25, 2023                        | Washington D.C.                     | Ashkar Grade 6             |
| Number of Students: 75                | Cost to Students: \$20.00           |                            |
| Cost to District: \$0.00 (PTA Funded) | <b><u>--resolution required</u></b> |                            |

IV. **PERSONNEL:**

(P-1)

1. **Full-time Custodian:**

**Resolved,** upon the recommendation of Superintendent Stamm and Mr. McCaffery to

approve Mrs. Karen Henry as a Full-time Custodian at Ashkar Elementary effective retro-active to March 23, 2023. Mrs. Henry will be paid \$13.61 per hour, with benefits, per the terms of the East Lycoming Educational Support Professional Contract.

**--resolution required**

2. **Secondary Science Teacher (Professional Contract):**

**Resolved**, upon the recommendation of Superintendent Stamm and Mr. Reichner that Mr. Clinton Swartz be hired as a Secondary Science Teacher (Professional Contract) effective the 2023/2024 school year. Mr. Swartz will be paid \$80,750.00, which represents level 16 (M) of the East Lycoming Educational Professional Contract, pending receipt of required documents.

**--resolution required**

3. **2022/2023 Daily Substitute Teacher/Support Staff/Guest Teacher Listings:**

**Resolved**, to approve the following for the 2022/2023 Daily Substitute Teacher/Support Staff/Guest Teacher Listings:

-Debra London (Nurse-RN)

**--resolution required**

4. **Assistant Volleyball Coach:**

**Resolved**, upon the recommendation of Superintendent Stamm and Athletic Director Tallman that Mrs. Molly Fuller be approved as an Assistant Volleyball Coach for the 2023 season. Mrs. Fuller will be paid \$2,776.00, which represents level 2 of the extracurricular salary agreement.

**--resolution required**

5. **Annual Performance Evaluation Salary Increase:**

**Resolved**, upon the recommendation of Superintendent Stamm that Mrs. Heather Burke, Business Manager, be given a salary increase by 2.75% effective January 27, 2023 based on the annual performance evaluation. This recommendation is in alignment with the Act 93 compensation plan.

**--resolution required**

V. **MINUTES:**

(1)

**Resolved**, to accept the minutes from the meeting of March 14, 2023 as submitted.

**--resolution required**

VI. **BUSINESS/FINANCIAL MATTERS:**

1. **Treasurer's Report:**

(F-1)

**Resolved**, to accept the February 2023 Treasurer's Reports as attached.

**--resolution required**

2. **Bills for Payment:**

(F-2)

**Resolved**, to accept bills for payment as listed and attached.

**--resolution required**

3. **Business Office Reports:**

(F-3)

(Act 24 Reform, Capital Projects and Student Activities) **--resolution required**

4. **Board Committee Meeting Change:**

**Resolved**, upon the recommendation of Superintendent Stamm that the April Board Committee Meetings be changed. The Finance/Facilities Committee will be changed to meet on April 11<sup>th</sup> and the Goals Committee will be changed to meet on April 25<sup>th</sup>.

**--resolution required**

5. **Agreement with PA Trust - GASB 75:** (F-4)  
**Resolved**, upon the recommendation of Superintendent Stamm and Business Manager Burke that the attached agreement with PA Trust for GASB 75 Valuation and related services provided by Conrad Siegel be approved. **--resolution required**
6. **Assignment of Fund Balance:**  
**Resolved**, upon the recommendation of Superintendent Stamm and Business Manager Burke that the board approve transferring \$128,100 of PSERS/OPEB assigned fund balance to a new assigned fund balance for Health Savings Account. These funds will be used in the 2023-2024 budget year to help offset the one-time expense of the second year of the 50% funding of the health savings account for professional staff.  
**--resolution required**
7. **2023-24 Food Service Operations Budget:** (F-5)  
**Resolved**, upon the recommendation of Superintendent Stamm and Business Manager Burke that Nutrition, Inc. 2023-2024 Food Service Operations Budget per the attached Budget Document be approved. For 2023-24, Nutrition, Inc. guaranteed return on the district's food service program is a projected surplus of \$51,529.33.  
**--resolution required**
8. **Automated Logic Contracting Services, Inc. Proposal:** (F-6)  
**Resolved**, upon the recommendation of Superintendent Stamm and Director of Buildings and Grounds McCaffery that the attached proposal for web based controls for the High School Rooftop replacement equipment from Automated Logic Contracting Services, Inc. in the amount of \$128,378 be approved utilizing Capital Project funds.  
**--resolution required**
9. **River Valley Regional YMCA Agreement:** (F-7)  
**Resolved**, upon the recommendation of Superintendent Stamm and Business Manager Burke that the attached agreement with River Valley Regional YMCA for the 2023/2024 school year.  
**--resolution required**

VII. **INFORMATION:**

1. Resignations received and accepted by Superintendent Stamm:  
-Alex Dwyer, Band Director, effective the end of the 2022/2023 school year.
2. Upcoming Events.
3. Commonwealth University of Pennsylvania Letter.

VIII. **AUDIENCE PARTICIPATION:**

Questions or comments from residents of the district regarding board discussion topics or other school-related matters.

IX. **ADJOURNMENT:**

**NEXT BOARD MEETING:  
TUESDAY, APRIL 11, 2023  
7:00 PM**

# EAST LYCOMING SCHOOL DISTRICT

## *FIELDTRIP REQUEST FORM*

Complete this form prior to submitting for approval. To ensure health services are available for students on this trip, the School Nurse must provide the initial approval. Note ALL requests requiring school board approval must be submitted to the Superintendent's office at least 10 days prior to the upcoming board meeting.

Date of Request: March 7, 2023 School: Ashkar Elem. School / Hughesville HS  
Staff Member: Lori Neiswender / Laura Barondeau / Alexis Wart  
Class/Club Attending: Special Education students  
Number of Students: 22 Number of Adult Chaperones: 6 staff  
plus 3 individual nurses for  
Students

### DESTINATION INFORMATION

Destination Name: Warrior Run Special Education Field Day  
Destination Address: 4800 Susquehanna Trail (Warrior Run High School)  
Turbotville, PA 17772  
Destination Phone Number: 570-649-5166  
Estimated Roundtrip Mileage: 24  
Departure Date: May 15, 2023 Departure Time: 8:15 - 8:30  
Return Date: May 15, 2023 \*Return Time: approx. 2:00  
Rain Date: May 16, 2023  
Special Transportation Request(s) (i.e. wheelchair lift):  
2 students with wheelchairs are going

### EDUCATIONAL GOAL OF TRIP

*Please state the educational goal of this trip.*

Warrior Run High School National Honor Society invited  
East Lycoming Special Education Students to participate  
in the Special Education Field Day.

*\*Return time is the time the bus would arrive back at the school.*

# **EAST LYCOMING SCHOOL DISTRICT**

## ***FIELDTRIP REQUEST FORM***

**Please answer the following questions to the best of your knowledge and initial where appropriate.**

Is a school bus appropriate for this trip? **Circle One** **Initials**  
Yes ☒ No LAN  
*If no, please specify (i.e. Van, Charter, etc.):*

Is this an overnight trip? Yes ☐ No ☒ LAN

Will students be exposed to planned hazardous situations? Yes ☐ No ☒ LAN  
*If yes, attach a written explanation.*

Is there a personal cost to students/chaperones? Yes ☐ No ☒ LAN  
*If yes, how much?* \_\_\_\_\_

*If yes, for what?* \_\_\_\_\_

Is the trip budgeted during the fiscal year? Yes No \_\_\_\_\_

Total estimated cost\* of trip: \_\_\_\_\_ District Funds: \$200.<sup>00</sup>  
(\*include transportation, substitutes & fees) Other Funds: \_\_\_\_\_  
Other Funds Source: \_\_\_\_\_

***By initialing next to each of the following questions, you take responsibility for each action.***

Each student will complete a Fieldtrip Permission and Medical Information form prior to departure. LAN

A list of students/chaperones and completed Fieldtrip Permission and Medical Information forms will be on file in the respective building office prior to departure. LAN

### **TO BE COMPLETED BY BUSINESS MANAGER**

***Is this fieldtrip a covered activity under the District's insurance policies subject to the standard terms, conditions, and exclusions of the District's policies?***

Yes ☒ No HS

# EAST LYCOMING SCHOOL DISTRICT

## *FIELDTRIP REQUEST FORM*

The requested fieldtrip provides an educational experience, which will enhance the specific curriculum instructed in my class(s)?

Lori Neiswender Axung  
Laura Barndau 3-7-2023

*Date*  
*(Submitted to School Nurse)*

I have reviewed this request to ensure student health services can support this trip.  
It is my recommendation that the Principal, approve this field trip.

Paula Greer / Carolyn Easton 3/14/23

*School Nurse Signature*

*Date*  
*(Submitted to Principal)*

I have reviewed this request, it is my recommendation that the Curriculum Director, approves this field trip.

Agent Paul 3/14/23

*Principal's Signature*

*Date*  
*(Submitted to the Curriculum Director)*

I have reviewed this request, it is my recommendation that the Superintendent approves this field trip.

Cori A. Cotter 03/17/2023

*Curriculum Director's Signature*

*Date*  
*(Submitted to the Superintendent)*

I have reviewed this request, it is my recommendation that the board of education approve the field trip.

Superintendent 3.20.23

*Superintendent's Signature*

*Approval Date*



# **EAST LYCOMING SCHOOL DISTRICT**

## ***FIELDTRIP REQUEST FORM***

**Complete this form prior to submitting for approval. To ensure health services are available for students on this trip, the School Nurse must provide the initial approval. Note ALL requests requiring school board approval must be submitted to the Superintendent's office at least 10 days prior to the upcoming board meeting.**

Date of Request: 1/19/2023 School: Ashkar  
Staff Member: T. Winters, J. Yeager, C. Walk  
Class/Club Attending: 6th Grade  
Number of Students: 75 Number of Adult Chaperones: 21

### **DESTINATION INFORMATION**

Destination Name: Washington D.C.  
Destination Address: Constitution Ave NW. Washington, DC 20565

Destination Phone Number: \_\_\_\_\_

Estimated Roundtrip Mileage: 412 miles

Departure Date: 5/25/23 Departure Time: 5:45am

Return Date: 5/25/23 \*Return Time: 10:30pm

Rain Date: N/A

Special Transportation Request(s) (i.e. wheelchair lift):  
\_\_\_\_\_

### **EDUCATIONAL GOAL OF TRIP**

*Please state the educational goal of this trip.*

Visit the Smithsonian Museums

Memorials, Monuments

*\*Return time is the time the bus would arrive back at the school.*

# EAST LYCOMING SCHOOL DISTRICT

## *FIELDTRIP REQUEST FORM*

Please answer the following questions to the best of your knowledge and initial where appropriate.

Is a school bus appropriate for this trip? Circle One    Initials  
Yes ☒ No TJW  
*If no, please specify (i.e. Van, Charter, etc.):*  
Charter Bus \_\_\_\_\_

Is this an overnight trip? Yes ☒ No TJW

Will students be exposed to planned hazardous situations? Yes ☒ No TJW  
*If yes, attach a written explanation.*

Is there a personal cost to students/chaperones? ☒ Yes    No \_\_\_\_\_  
*If yes, how much?* \$10 - \$20  
*If yes, for what?* dinner

Is the trip budgeted during the fiscal year? ☒ Yes    No PTA

Total estimated cost* of trip: <u>\$5800.00</u>	District Funds: <u>0</u>
(*include transportation, substitutes & fees)	Other Funds: <u>\$5800.00</u>
	Other Funds Source: <u>PTA</u>

***By initialing next to each of the following questions, you take responsibility for each action.***

Each student will complete a Fieldtrip Permission and Medical Information form prior to departure. TJW

A list of students/chaperones and completed Fieldtrip Permission and Medical Information forms will be on file in the respective building office prior to departure. DW

### TO BE COMPLETED BY BUSINESS MANAGER

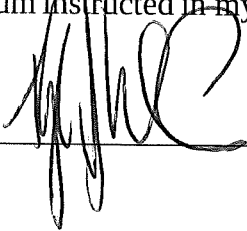
***Is this fieldtrip a covered activity under the District's insurance policies subject to the standard terms, conditions, and exclusions of the District's policies?***

☒ Yes    No HB

# EAST LYCOMING SCHOOL DISTRICT

## *FIELDTRIP REQUEST FORM*

The requested fieldtrip provides an educational experience, which will enhance the specific curriculum instructed in my class(s)?

  
\_\_\_\_\_

3/23/23  
\_\_\_\_\_  
Date  
(Submitted to School Nurse)

I have reviewed this request to ensure student health services can support this trip.  
It is my recommendation that the Principal, approve this field trip.

Paula Sheen  
\_\_\_\_\_

*School Nurse Signature*

3/20/2023  
\_\_\_\_\_  
Date  
(Submitted to Principal)

I have reviewed this request, it is my recommendation that the Curriculum Director, approves this field trip.

  
\_\_\_\_\_

*Principal's Signature*

3/20/23  
\_\_\_\_\_  
Date  
(Submitted to the Curriculum Director)

I have reviewed this request, it is my recommendation that the Superintendent approves this field trip.

Cori A Cotner  
\_\_\_\_\_  
*Curriculum Director's Signature*

03/21/2023  
\_\_\_\_\_  
Date  
(Submitted to the Superintendent)

I have reviewed this request, it is my recommendation that the board of education approve the field trip.

  
\_\_\_\_\_  
*Superintendent's Signature*

3-21-23  
\_\_\_\_\_  
Approval Date



Gail Warren <gwarren@elsd.org>

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## Karen Henry

1 message

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**Bryan McCaffery** <bmccaffery@elsd.org>  
To: Gail Warren <gwarren@elsd.org>  
Cc: Mark Stamm <mstamm@elsd.org>

Mon, Mar 13, 2023 at 3:04 PM

Gail,

I am recommending Karen Henry for re-employment with the school district to fill the position of full-time custodian at Ashkar Elementary School. Karen's work hours will be the afternoon shift from 3:00 PM to 11:00 PM. Karen has previous custodial experience with the district. Her current starting wage would be the same as when she resigned in August 2022 at \$13.61 per hour. Her starting date will be Thursday, March 23, 2023.

Thank you,  
Bryan

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**Bryan McCaffery**  
Director of Buildings & Grounds  
[bmccaffery@elsd.org](mailto:bmccaffery@elsd.org)

**East Lycoming School District**  
349 Cemetery Street  
Hughesville, PA 17737  
M: (570) 932-1358

IMPORTANT WARNING: The information in this message (and the documents attached to it, if any) is confidential and may be legally privileged. It is intended solely for the addressee. Access to this message by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken, or omitted to be taken, in reliance on it is prohibited and may be unlawful. If you have received this message in error, please delete all electronic copies of this message (and the documents attached to it, if any), destroy any hard copies you may have created and notify me immediately by replying to this email. Thank you.

To: Dr. Stamm, Superintendent  
From: Richard Reichner, Junior High School Principal  
Subject: Recommendation to hire (Secondary Science Teacher)  
Date: March 21, 2023

After an initial round of screening interviews, a total of four candidates were interviewed for the position of Secondary Science Teacher on March 7<sup>th</sup> and March 15<sup>th</sup>, 2023. The committee for the second round of interviews consisted of myself, the Superintendent, High School Principal, Curriculum Coordinator and a current classroom teacher.

During the interview process, Mr. Clinton Swartz was able to provide in depth answers to various questions and scenarios. Mr. Swartz also was able to demonstrate his instructional methods when he taught a 10-minute segment of a lesson he prepared on plate tectonics to the committee. Mr. Swartz's passion for Science and in developing positive relationships with students was evident throughout the interview. His 18 years of teaching Science, his willingness to volunteer with youth activities and his interest in teaching at the Jr. High level will have a positive effect on students, parents and the community.

Based on the interviews conducted it is my recommendation to hire **Clinton Swartz** for the Secondary Science Teacher position at Hughesville Junior/Senior High School on step 16 (Masters Level) of the professional contract.



Gail Warren <gwarren@elsd.org>

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## Molly Fuller

1 message

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**ktallman@elsd.org** <ktallman@elsd.org>

Wed, Mar 22, 2023 at 2:34 PM

To: Gail Warren <gwarren@elsd.org>

Molly Fuller is a recommended for an assistant paid volleyball coach at Step 2 based on his 5 years of paid coaching experience as a varsity basketball coach.

*Have a Great Spartan Day.*

*Kenneth Tallman*

Director of Athletics

Media/Public Relations

Adult Education Coordinator

Hughesville Junior/Senior High School

349 Cemetery Street

Hughesville, PA 17737

Phone # 570-584-6384

Cell # 570-560-3938

Fax # 570-584-2897

Ktallman@elsd.org

**SPARTAN PRIDE**



DISTRICT ADMINISTRATORS

DR. MARK E. STAMM  
*SUPERINTENDENT*

CORI A. COTNER  
*CURRICULUM DIRECTOR*

HEATHER N. BURKE  
*BUSINESS MANAGER*

# EAST LYCOMING SCHOOL DISTRICT

349 CEMETERY STREET  
HUGHESVILLE, PA 17737

TELEPHONE: (570) 584-2131

FAX: (570) 584-5701

[www.elsd.org](http://www.elsd.org)

OFFICERS

RICHARD L. MICHAEL  
*PRESIDENT*

MICHAEL A. MAMRAK  
*VICE PRESIDENT*

HEATHER N. BURKE  
*BOARD SECRETARY*

DONNA R. GAVITT  
*TREASURER*

March 24, 2023

Members of the Board,

Based on the annual performance evaluation of Mrs. Heather Burke, Business Manager, it is recommended that her salary increase by 2.75% effective January 27, 2023. This recommendation is in alignment with the Act 93 compensation plan.

Respectfully submitted,



Dr. Mark Stamm  
Superintendent of Schools

March 14, 2023

**Call the Meeting to Order:** Mr. Michael, President, called the East Lycoming School District Board of Education's March 14, 2023 Board meeting to order in the High School Library beginning at 7:00 p.m. with the following Members of the Board, Administration and General Public in attendance.

**Members of the Board:**

Mr. Richard Michael - present  
Mr. Michael Mamrak - present  
Mrs. Donna Gavitt - present  
Mrs. Lisa McClintock - present  
Mr. Nathan Hafer - present

Mrs. Tara Buebendorf - present  
Mrs. Shannon McConnell-Barlett - present  
Mr. Matthew Pendrak - present  
Mrs. Rose Trevouledes - present

**Administration:**

Dr. Mark Stamm - Superintendent  
Mrs. Heather Burke - Business Manager

**General Public:** Chris Kenyon - Solicitor, Floyd Swales, Lora Mackenzie, C. D. Dudek, Jennifer Vermeire, Stephen Vermeire, Madeline Vermeire, Luke Vermeire, Rikki Riemer, Sheila Palmeter, Michael Palmeter, Russ Pidcoe, and Becci Swales.

**Online Audience:** Pat Crossley (Sun-Gazette), Angela Mamrak, Christopher Gildein, and Michael Palmeter.

**Board Policies:** It was moved by Mrs. Gavitt, seconded by Mrs. McConnell-Barlett to approve the following Board Policies:

**1. Board Policy 011 (Principles of Governance and Leadership) - Second and Final Reading:**

**Resolved,** to approve the revisions to the following policy as recommended by PSBA to align with changes in PSBA Principles of Governance and Leadership:  
*Policy 011: Principles of Governance and Leadership*

**2. Board Policies (200,202,204,217,251,808,810)- Second and Final Reading:**

**Resolved,** to approve the revisions to the following policies as recommended by PSBA to align with changes in the school code in 2022 to support students experiencing educational instability:  
*Policy 200 Enrollment, 202 Eligibility of Non-Resident Students, 204 Attendance, 217 Graduation, 221 Dress and Grooming, 251 Students Experiencing Homelessness, 808 Food Services, and 810 Transportation.*

**3. Board Policy 210 (Medications) - Second and Final Reading:**

**Resolved,** upon the recommendation of Superintendent Stamm and the school nurses to approve a first reading of Board Policy 210 (Medications).

**4. Board Policy 233 (Suspension and Expulsion) - Second and Final Reading:**

**Resolved,** to approve the revisions to the following policy as recommended by PSBA to align with changes in the school code relating to **compulsory attendance age:**  
*Policy 233 Suspension/Expulsion.*



5. **Board Policies (236.1 and 805)- Second and Final Reading:**

**Resolved**, to approve the revisions to the following policies as recommended by PSBA to align with annual changes in **school safety and security annual training requirements**:

*Policy 236.1 Threat Assessment and 805 Emergency Preparedness and Response.*

6. **Board Policy 309.1 (Remote Work) - Second and Final Reading:**

**Resolved**, adoption of the following Board Policy 309.1 (Remote Work) as developed by PSBA to guide administrative actions around employees who may work remotely.

7. **Board Policies (610,611, and 626)- Second and Final Reading:**

**Resolved**, to approve the revisions to the following policies as recommended by PSBA to align with annual changes in **procurement thresholds**:

*Policy 610 Purchases Subject to Bid/Quotation, 611 Purchases Budgeted, and 626 Federal Fiscal Compliance.*

8. **Board Policy 810.1 (School Bus Drivers) - Second and Final Reading:**

**Resolved**, adoption of the following policy to align with state requirements for **drug testing of School Bus Drivers**. Policy is consistent with current district practice.

*Policy 810.1 School Bus Drivers*

Mr. Richard Michael - yes  
Mr. Michael Mamrak - yes  
Mrs. Donna Gavitt - yes  
Mrs. Lisa McClintock - yes  
Mr. Nathan Hafer - yes

Mrs. Tara Buehendorf - yes  
Mr. Matthew Hendrak - yes  
Mrs. Shannon McConnell-Barlett-yes  
Mrs. Rose Trevino-yes

**Motion Carried**

**Educational:** It was moved by Mr. Hendrak, seconded by Mrs. McClintock to approve the following Educational Items:

1. **Field Trips:**

**Resolved**, upon the recommendation of Superintendent Stamm to approve the following field trips:

-March 10, 2023	WV Studios	High School
Number of Students: 2	Cost to Students: \$0.00	Cost to District: \$200.00
-March 21, 2023	Shrbach's Farm	Video Production Club
Number of Students: 8	Cost to Students: \$0.00	Cost to District: \$265.00
-March 22-24, 2023	Susquehanna University	Sr. High Band
Number of Students: 2	Cost to Students: \$0.00	Cost to District: \$775.00
-April 1, 2023	Berwick	High School Scholastic Scrimmage
Number of Students: 4	Cost to Students: \$0.00	Cost to District: \$80.00
-April 1, 2023	Canton High School	High School
Number of Students: 11	Cost to Students: \$0.00	Cost to District: \$290.00
-April 12, 2023	Montgomery High School	Elementary Students
Number of Students: 3	Cost to Students: \$0.00	Cost to District: \$230.00

-April 19-22, 2023	Kalahari Convention Center	High School Chorus
Number of Students: 1	Cost to Students: \$0.00	Cost to District: \$1,200.00
-May 11, 2023	Camp Susque	Ashkar Grade 2
Number of Students: 80	Cost to Students: \$10.00	Cost to District: \$0.00 (PTO Funded)
-May 15, 2023	T&D's Cats	Renn & Ferrell Grade 3
Number of Students: 42	Cost to Students: Optional	
Cost to District: \$0.00 (PTO/PTAC Funded)		
-May 16, 2023	Lake Tobias	Ashkar Grade 3
Number of Students: 67	Cost to Students: \$0.00	Cost to District: \$0.00 (PTA Funded)
-May 30, 2023	Hershey Park	High School
Number of Students: 47	Cost to Students: \$77.00	
Cost to District: \$0.00 (Fundraising/Students)		

Mr. Richard Michael - yes	Mrs. Tara Buebendorf - yes
Mr. Michael Mamrak - yes	Mr. Matthew Pendrak - yes
Mrs. Donna Gavitt - yes	Mrs. Shannon McConnell-Barlett - yes
Mrs. Lisa McClintock - yes	Mrs. Rose Trevouledes - yes
Mr. Nathan Hafer - yes	

**Motion Carried**

**Pre-Approved Field Trips:** 5/16/23 District-wide Grade 6 to North Mountain  
5/18/23 Grade 8 to City Park

**Personnel:** It was moved by Mr. Mamrak, seconded by Mrs. Gavitt to approve the following Personnel Items:

**1. Board Member Resignation**

**Resolved,** upon the recommendation of President Michael to accept the resignation of Mr. Nathan Hafer, with regret, effective March 14, 2023 and to approve the posting of the vacancy in region #2.

**2. 2022 /2023 Daily Substitute Teacher /Support Staff/Guest Teacher Listings:**

**Resolved,** to approve the following for the 2022/2023 Daily Substitute Teacher/Support Staff/Guest Teacher Listings:

-Lisa Feist (Daily ST Guest Teacher)  
-Amanda Holme (Supervisory Aide)

**3. Athletic Volunteers:**

**Resolved,** upon the recommendation of Superintendent Stamm and Athletic Director Tallman to approve the following athletic volunteers:

-Trevor Detweiler - 2023 Softball season  
-Rodney Lee Koser Jr - 2023 Softball season

Mr. Richard Michael - yes	Mrs. Tara Buebendorf - yes
Mr. Michael Mamrak - yes	Mr. Matthew Pendrak - yes
Mrs. Donna Gavitt - yes	Mrs. Shannon McConnell-Barlett - yes
Mrs. Lisa McClintock - yes	Mrs. Rose Trevouledes - yes
Mr. Nathan Hafer - yes	

**Motion Carried**

Resignations received and accepted by Superintendent Stamm:

-Kenneth Tallman, Athletic Director, effective June 2, 2023.

**Minutes:** It was moved by Mrs. Buebendorf, seconded by Mr. Pendrak to approve the minutes from the meeting of February 21, 2023 as submitted.

Mr. Richard Michael - yes  
Mr. Michael Mamrak - yes  
Mrs. Donna Gavitt - yes  
Mrs. Lisa McClintock - yes  
Mr. Nathan Hafer - yes

Mrs. Tara Buebendorf - yes  
Mr. Matthew Pendrak - yes  
Mrs. Shannon McConnell-Barlett- yes  
Mrs. Rose Trevouledes - yes

**Motion Carried**

**Business/Financial Matters:** It was moved by Mrs. Gavitt, seconded by Mr. Mamrak to approve the following Business/Financial Matters:

**1. Athletic Director Job Description Revision:**

**Resolved,** upon the recommendation of Superintendent Stamm to approve the revised job description for Athletic Director, specifically the Educational level is being changed from required to preferred.

**2. E-Rate PEPPM Mini Bid Award:**

**Resolved,** upon the recommendation of Superintendent Stamm and Technology Director Creasy that the attached E-Rate Bid be approved to purchase equipment using technology reserve funds.

Mr. Richard Michael - yes  
Mr. Michael Mamrak - yes  
Mrs. Donna Gavitt - yes  
Mrs. Lisa McClintock - yes  
Mr. Nathan Hafer - yes

Mrs. Tara Buebendorf - yes  
Mr. Matthew Pendrak - yes  
Mrs. Shannon McConnell-Barlett-yes  
Mrs. Rose Trevouledes - yes

**Motion Carried**

**Public Comments:**

- Sheila Palmeter (Hughesboro) - Inquired why French is being offered if we don't have a teacher to teach the class.
- Jennifer Vermeire (Picture Rocks) - Inquired about the weighting of foreign language if offered through eSpartan.

**Adjourn:** It was moved by Mr. Mamrak, seconded by Mrs. Buebendorf to adjourn at 7:39 P.M.

Mr. Richard Michael - yes  
Mr. Michael Mamrak - yes  
Mrs. Donna Gavitt - yes  
Mrs. Lisa McClintock - yes  
Mr. Nathan Hafer - yes

Mrs. Tara Buebendorf - yes  
Mr. Matthew Pendrak - yes  
Mrs. Shannon McConnell-Barlett- yes  
Mrs. Rose Trevouledes - yes

**Motion Carried**

Respectfully submitted,

*Heather Burke*

Heather Burke  
Business Manager/Board Secretary

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>1000</b>	<b>INSTRUCTION</b>						
1100	.	0.00	0.00	0.00	0.00	0.00	0.00
1110	REG PROG - ELEM SECNDRY	11,686,241.00	876,511.77	6,000,501.91	25,313.46	5,660,425.63	51.56
1190	OTHER INSTRUCTIONAL PRO	348,192.00	39,719.70	240,359.00	0.00	107,833.00	69.03
1196	PCCD CARES	0.00	0.00	0.00	0.00	0.00	0.00
1200	SPEC PROG -ELEM SECNDRY	0.00	0.00	0.00	0.00	0.00	0.00
1211	LIFE SKILLS	113,134.00	10,820.60	79,192.12	0.00	33,941.88	70.00
1221	DEAF/HEARING IMPAIRED	0.00	0.00	15,257.44	0.00	(15,257.44)	0.00
1225	SPEECH & LANG IMPAIRED	140,098.00	10,464.36	71,303.02	0.00	68,794.98	50.90
1231	EMOTIONAL SUPPORT	169,114.00	0.00	0.00	0.00	169,114.00	0.00
1233	AUTISTIC SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
1241	LEARNING DISABLE	1,664,117.00	125,255.99	808,527.02	1,574.00	854,015.98	48.68
1243	GIFTED	76,837.00	5,195.91	33,155.82	0.00	43,681.18	43.15
1270	MULTI-HANDICAPPED SUPP	31,000.00	0.00	0.00	0.00	31,000.00	0.00
1281	EARLY INTERVENTION	0.00	0.00	738.81	0.00	(738.81)	0.00
1290	SPECIAL PROGRAMS-OTHER	723,633.00	73,591.95	427,571.87	0.00	296,061.13	59.09
1291	IU INSTITUTIONALIZED CH	0.00	0.00	0.00	0.00	0.00	0.00
1300	VOCATIONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1310	AGRICULTURAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1341	HOME EC ED (USEFUL)	0.00	0.00	0.00	0.00	0.00	0.00
1350	INDUSTRIAL ARTS ED	1,577.00	0.00	0.00	0.00	1,577.00	0.00
1360	BUSINESS EDUCATION	479,457.00	45,377.67	245,775.16	602.68	233,079.16	51.39
1390	OTHER VOC ED PROGRAMS	520,000.00	87,269.76	432,506.85	0.00	87,493.15	83.17
1400	OTHER EDUCATIONAL PROG	0.00	0.00	0.00	0.00	0.00	0.00
1410	DRIVERS EDUCATION	24,246.00	985.46	7,125.50	0.00	17,120.50	29.39
1420	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
1430	HOMEBOUND INSTRUCTION	9,298.00	1,478.46	3,973.54	0.00	5,324.46	42.74
1441	ADJUDICATED ALT ED	20,000.00	0.00	0.00	0.00	20,000.00	0.00

# Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1442	ALTERNATIVE ED	40,000.00	0.00	3,936.00	0.00	36,064.00	9.84
1450	AFTER SCHOOL PROGRAMS	10,462.00	0.00	0.00	0.00	10,462.00	0.00
1490	ADDITNL OTH INST PROG	6,610.00	0.00	0.00	0.00	6,610.00	0.00
1600	ADULT ED PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
1690	OTHER ADULT ED PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
1801	PRE K INSTRUCTION	288,453.00	23,095.87	159,616.02	305.34	128,531.64	55.44
1802	PRE K ADMIN SUPPORT	1,500.00	0.00	0.00	0.00	1,500.00	0.00
1803	PRE K MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
1804	PRE K TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
1805	PRE K SNACK/MEALS	5,000.00	588.62	3,844.40	0.00	1,155.60	76.89
1806	PRE K STAFF DEV	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>16,358,969.00</b>	<b>1,300,356.12</b>	<b>8,533,384.48</b>	<b>27,795.48</b>	<b>7,797,789.04</b>	<b>52.33</b>

## MAJOR FUNCTION 1000 TOTALS

<b>Total Expenditure</b>	<b>16,358,969.00</b>	<b>1,300,356.12</b>	<b>8,533,384.48</b>	<b>27,795.48</b>	<b>7,797,789.04</b>	<b>52.33</b>
<b>Total Other Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>16,358,969.00</b>	<b>1,300,356.12</b>	<b>8,533,384.48</b>	<b>27,795.48</b>	<b>7,797,789.04</b>	

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>2000</b>							
2100	INSTR SUPPORT SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2120	GUIDANCE SERVICES	590,558.00	44,288.54	285,800.97	0.00	304,757.03	48.40
2140	PSYCHOLOGICAL SERVICES	155,407.00	11,228.33	81,918.45	0.00	73,488.55	52.71
2142	PSYCHOLOGICAL TESTING	0.00	0.00	0.00	0.00	0.00	0.00
2160	SOCIAL WORK SERVICES	10,000.00	0.00	5,000.00	0.00	5,000.00	50.00
2190	OTHER PUPIL SERVICES	225,444.00	21,931.12	144,795.53	0.00	80,648.47	64.23
2200	SUPP SVCS - INST STAFF	0.00	0.00	0.00	0.00	0.00	0.00
2250	SCHOOL LIBRARY SERVICES	124,846.00	6,295.22	42,499.64	0.00	82,346.36	34.04
2260	INST&CURRIC DVLOP SVCS	351,478.00	27,814.14	260,398.83	1,550.00	89,529.17	74.53
2270	INST STAFF DEVELOP CERT	4,704.00	0.00	0.00	0.00	4,704.00	0.00
2271	STAFF DEV INSTRUCTIONAL	73,010.00	488.95	33,482.44	0.00	39,527.56	45.86
2290	OTHER INSTRUCTIONAL STAFF SERVICES	0.00	0.00	139.50	0.00	(139.50)	0.00
2300	ADM SVCS	43,021.00	0.00	0.00	0.00	43,021.00	0.00
2310	BOARD SERVICES	25,200.00	0.00	21,759.35	0.00	3,440.65	86.35
2320	BOARD TREASURER SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2330	TX ASSESSMENT & COLL	85,709.00	6,203.15	60,450.57	0.00	25,258.43	70.53
2350	LEGAL SERVICES	25,000.00	971.00	9,936.00	0.00	15,064.00	39.74
2360	OFFICE SUPERINTDNT SVCS	336,089.00	24,778.45	200,804.72	0.00	135,284.28	59.75
2380	OFFICE PRINCIPAL SVCS	1,062,863.00	80,312.97	669,551.41	519.89	392,791.70	63.04
2390	OTHER ADMIN SVCS	7,171.00	0.00	0.00	0.00	7,171.00	0.00
2400	MED/DENTAL SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2420	MEDICAL SERVICES	50,000.00	2,197.00	13,315.66	0.00	36,684.34	26.63
2440	NURSING SERVICES	281,437.00	22,940.48	157,974.96	31.58	123,430.46	56.14
2490	OTHER HEALTH SERV. (AEDS)	0.00	3,770.00	3,770.00	0.00	(3,770.00)	0.00
2500	SUPPORT SVCS - BUSINESS	0.00	0.00	0.00	0.00	0.00	0.00
2511	SUPERVISION FISCAL SVCS	210,578.00	16,732.36	144,311.23	0.00	66,266.77	68.53
2514	PAYROLL SERVICES	92,632.00	6,968.91	59,799.43	0.00	32,832.57	64.56

# Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2515	ACCOUNTING SERVICES	99,579.00	7,667.64	66,647.24	0.00	32,931.76	66.93
2519	OTHER FISCAL SERVICES	134,125.00	9,004.65	91,506.91	0.00	42,618.09	68.23
2600	BLDGS/GRDS SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2610	SUPVIS OP&MNT PLNT SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2611	SUPERVISOR-PLNT & MAINT	122,023.00	5,031.42	74,017.80	0.00	48,005.20	60.66
2620	OPER BUILDING SVCS	1,933,112.00	147,646.50	1,205,841.72	115,788.65	611,481.63	68.37
2660	SECURITY SERVICES	74,260.00	7,044.98	55,264.23	236.00	18,759.77	74.74
2700	VEHICLE SVCS	0.00	0.00	3,258.00	0.00	(3,258.00)	0.00
2720	VEHICLE OPERATION SVCS	1,504,599.00	170,574.86	1,046,731.71	0.00	457,867.29	69.57
2730	MONITORING SERVICES	11,040.00	0.00	0.00	0.00	11,040.00	0.00
2750	NONPUBLIC TRANSPORTATIO	0.00	0.00	0.00	0.00	0.00	0.00
2790	OTHER STUDENT TRANS	15,000.00	0.00	0.00	0.00	15,000.00	0.00
2800	OTHER SUPPORT SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2818	SYSTEM WIDE TECH SVCS	598,549.00	47,156.09	500,328.19	178,996.64	(80,775.83)	113.50
2832	RECRUITMENT & PLACEMENT	0.00	0.00	280.00	0.00	(280.00)	0.00
2834	STAFF DEV CERT NONINSTR	3,289.00	2,227.73	10,482.70	0.00	(7,193.70)	318.72
2836	STAFF DEV NONINS NONCER	4,500.00	385.00	2,220.50	0.00	2,279.50	49.34
2900	OTHER SUPPORT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>8,255,223.00</b>	<b>673,659.49</b>	<b>5,252,287.69</b>	<b>297,122.76</b>	<b>2,705,812.55</b>	<b>67.22</b>

## MAJOR FUNCTION 2000 TOTALS

<b>Total Expenditure</b>	<b>8,255,223.00</b>	<b>673,659.49</b>	<b>5,252,287.69</b>	<b>297,122.76</b>	<b>2,705,812.55</b>	<b>67.22</b>
<b>Total Other Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>8,255,223.00</b>	<b>673,659.49</b>	<b>5,252,287.69</b>	<b>297,122.76</b>	<b>2,705,812.55</b>	

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>3000</b>							
<b>3200</b>	SCHOOL SPON STUDENT ACT	0.00	0.00	0.00	0.00	0.00	0.00
<b>3210</b>	SCHL SPONS STUDENT ACTY	80,321.00	1,704.35	19,428.67	0.00	60,892.33	24.19
<b>3250</b>	ATHLETICS	638,781.00	25,310.92	398,272.60	13,324.61	227,183.79	64.43
<b>3300</b>	COMMUNITY SERVICES	44,706.00	2,775.40	21,314.17	0.00	23,391.83	47.68
<b>3390</b>	OTHER COMMUNITY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>763,808.00</b>	<b>29,790.67</b>	<b>439,015.44</b>	<b>13,324.61</b>	<b>311,467.95</b>	<b>59.22</b>
<b>MAJOR FUNCTION 3000 TOTALS</b>							
<b>Total Expenditure</b>		<b>763,808.00</b>	<b>29,790.67</b>	<b>439,015.44</b>	<b>13,324.61</b>	<b>311,467.95</b>	<b>59.22</b>
<b>Total Other Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>763,808.00</b>	<b>29,790.67</b>	<b>439,015.44</b>	<b>13,324.61</b>	<b>311,467.95</b>	



## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>4000</b>							
<b>4200</b>	EXISTING SITE IMPROVE	0.00	0.00	0.00	0.00	0.00	0.00
<b>4400</b>	ARCHITECT SITE IMP SVCS	0.00	0.00	206,773.09	0.00	(206,773.09)	0.00
<b>4500</b>	BA C & I SVCS-O&A	0.00	0.00	0.00	0.00	0.00	0.00
<b>4600</b>	BUILD IMPROV SVCS-REPL	0.00	117,110.38	794,830.62	153,103.36	(947,933.98)	0.00
<b>Total</b>		<b>0.00</b>	<b>117,110.38</b>	<b>1,001,603.71</b>	<b>153,103.36</b>	<b>(1,154,707.07)</b>	<b>0.00</b>
<b>MAJOR FUNCTION 4000 TOTALS</b>							
<b>Total Expenditure</b>		<b>0.00</b>	<b>117,110.38</b>	<b>1,001,603.71</b>	<b>153,103.36</b>	<b>(1,154,707.07)</b>	<b>0.00</b>
<b>Total Other Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>0.00</b>	<b>117,110.38</b>	<b>1,001,603.71</b>	<b>153,103.36</b>	<b>(1,154,707.07)</b>	

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>5000</b>							
5100	DEBT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
5110	DEBT SERVICE FEES	0.00	0.00	0.00	0.00	0.00	0.00
5120	REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00	0.00
5130	REFUND PRIOR YR RECEIPT	0.00	0.00	0.00	0.00	0.00	0.00
5220	SPEC REV FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
5230	CAPITAL PROJECTS TRANS	0.00	0.00	0.00	0.00	0.00	0.00
5240	DEBT SERVICE	1,700,000.00	0.00	1,262,114.50	0.00	437,885.50	74.24
5251	FOOD SVC FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
5800	SUSPENSE ACCOUNT	0.00	(219,565.70)	40,746.92	1,598.00	(42,344.92)	0.00
5900	BUDGETARY RESERVE	350,000.00	0.00	0.00	0.00	350,000.00	0.00
<b>Total</b>		<b>2,050,000.00</b>	<b>(219,565.70)</b>	<b>1,302,861.42</b>	<b>1,598.00</b>	<b>745,540.58</b>	<b>63.63</b>
<b>MAJOR FUNCTION 5000 TOTALS</b>							
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expenditure</b>		<b>2,050,000.00</b>	<b>(219,565.70)</b>	<b>1,302,861.42</b>	<b>1,598.00</b>	<b>745,540.58</b>	<b>63.63</b>
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>2,050,000.00</b>	<b>(219,565.70)</b>	<b>1,302,861.42</b>	<b>1,598.00</b>	<b>745,540.58</b>	

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>6000</b>							
6111	CURRENT REAL ESTATE TX	(7,545,761.00)	0.00	(7,610,749.19)	0.00	64,988.19	100.86
6112	INTERIM REAL ESTATE TX	(25,000.00)	(1,441.37)	(11,111.40)	0.00	(13,888.60)	44.45
6113	PUBLIC UTIL REALTY TX	(10,000.00)	0.00	(10,199.96)	0.00	199.96	102.00
6114	PAYMENTS LU OF CURR TX	0.00	0.00	(906.00)	0.00	906.00	0.00
6151	CUR 511 EARN INCOME TX	(2,750,000.00)	(351,762.16)	(1,122,106.73)	0.00	(1,627,893.27)	40.80
6153	CUR 511 RL EST TRANS TX	(115,000.00)	(9,375.02)	(104,300.88)	0.00	(10,699.12)	90.70
6411	DELINQ REAL ESTATE TAX	(440,000.00)	(48,544.19)	(184,836.17)	0.00	(255,163.83)	42.01
6420	DELINQ PER CAP TX 679	0.00	0.00	0.00	0.00	0.00	0.00
6441	DELINQ 511 PER CAP TAX	0.00	0.00	0.00	0.00	0.00	0.00
6442	DELINQ 511 OCC TX-F R	0.00	0.00	0.00	0.00	0.00	0.00
6510	INT ON INVEST & CHK ACC	(20,000.00)	(28,215.80)	(179,993.28)	0.00	159,993.28	899.97
6511	PLGIT INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
6512	CD INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
6513	TAX COLLECTION INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
6514	PLGIT/PLUS INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
6710	ATHLETIC RECEIPTS	(46,000.00)	(1,679.00)	(43,024.00)	0.00	(2,976.00)	93.53
6740	PARKING PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
6810	REV LOCAL GOV UNITS	0.00	(55,548.45)	(55,548.45)	0.00	55,548.45	0.00
6821	LCCC VOC ED SUBSIDY	(100,000.00)	(97,795.00)	(97,795.00)	0.00	(2,205.00)	97.80
6831	FEDERAL FUNDS FROM LEAS	0.00	0.00	0.00	0.00	0.00	0.00
6832	IDEA PASS THROUGH	0.00	0.00	0.00	0.00	0.00	0.00
6833	ARP IDEA REVENUE RECEIVED AS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	0.00
6834	ARRA WORKFORCE INVEST	0.00	0.00	0.00	0.00	0.00	0.00
6837	Federal CARES Act Pass Through County	0.00	0.00	0.00	0.00	0.00	0.00
6839	FED FROM INTERMEDIARY	(300,000.00)	0.00	0.00	0.00	(300,000.00)	0.00
6890	REVENUE OTHER INTERMED	0.00	0.00	0.00	0.00	0.00	0.00
6910	RENTALS	(283,459.00)	(72,138.00)	(221,695.00)	0.00	(61,764.00)	78.21

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
6915	DRIVER TRAINING FEES	(5,000.00)	(2,240.00)	(8,680.00)	0.00	3,680.00	173.60
6920	CONT&DONAT PRIV SRCS	(10,000.00)	(2,279.67)	(5,479.67)	0.00	(4,520.33)	54.80
6941	REG DAY SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6943	ADULT EDUCATION TUITION	(6,000.00)	(2,140.00)	(4,040.00)	0.00	(1,960.00)	67.33
6944	RECEIPTS OTHER LEAS	0.00	0.00	0.00	0.00	0.00	0.00
6949	OTHER TUITION PATRONS	0.00	0.00	0.00	0.00	0.00	0.00
6969	SERVICES TO OTHER LEAS	(46,500.00)	(4,066.50)	(32,532.00)	0.00	(13,968.00)	69.96
6980	COMMUNITY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
6983	REV- COMM SER ACT	0.00	0.00	0.00	0.00	0.00	0.00
6990	MISCELLANEOUS REVENUE	0.00	(38.64)	(862.61)	0.00	862.61	0.00
6991	REFUNDS OF PRIOR YEAR	0.00	0.00	0.00	0.00	0.00	0.00
6992	ENERGY INCENTIVES	0.00	0.00	0.00	0.00	0.00	0.00
6999	MISCELLANEOUS	0.00	(9.89)	(394.24)	0.00	394.24	0.00
<b>Total</b>		<b>(11,702,720.00)</b>	<b>(677,273.69)</b>	<b>(9,694,254.58)</b>	<b>0.00</b>	<b>(2,008,465.42)</b>	<b>82.84</b>

### MAJOR FUNCTION 6000 TOTALS

<b>Total Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>	<b>(11,702,720.00)</b>	<b>(677,273.69)</b>	<b>(9,694,254.58)</b>	<b>0.00</b>	<b>(2,008,465.42)</b>	<b>82.84</b>
<b>Total Other Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>(11,702,720.00)</b>	<b>(677,273.69)</b>	<b>(9,694,254.58)</b>	<b>0.00</b>	<b>(2,008,465.42)</b>	

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>7000</b>							
7110	BASIC INSTRUCTNL SUBSI	0.00	0.00	0.00	0.00	0.00	0.00
7111	BASIC EDUCATION FUNDING	(8,390,282.00)	(1,331,992.00)	(5,327,882.57)	0.00	(3,062,399.43)	63.50
7112	BASIC EDUCATION SS REV	(517,746.00)	(138,678.04)	(197,935.43)	0.00	(319,810.57)	38.23
7115	READ TO SUCCEED	0.00	0.00	0.00	0.00	0.00	0.00
7140	REIMB OF CHARTER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
7150	PERFORMANCE INCENTIVE	0.00	0.00	0.00	0.00	0.00	0.00
7160	STATE TUITION	(30,000.00)	0.00	0.00	0.00	(30,000.00)	0.00
7210	HOMEBOUND INSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
7220	VOCATONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7230	ALTERNATIVE EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7240	DRIVER ED - STUDENT	0.00	0.00	0.00	0.00	0.00	0.00
7250	MIGRANT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7271	SPECIAL EDUCATION	(1,085,302.00)	0.00	(725,068.00)	0.00	(360,234.00)	66.81
7292	PRE K COUNTS	(275,000.00)	0.00	(182,142.87)	0.00	(92,857.13)	66.23
7310	TRANS (REGULAR&ADDIT)	(855,150.00)	0.00	0.00	0.00	(855,150.00)	0.00
7311	S D TRANSPORTATION	0.00	0.00	(485,642.00)	0.00	485,642.00	0.00
7312	N P TRANSPORTATION	0.00	0.00	(1,540.00)	0.00	1,540.00	0.00
7320	RENT & SINKING FUND PAY	(203,725.00)	0.00	(220,290.05)	0.00	16,565.05	108.13
7330	MED & DENTAL SERVICES	(30,000.00)	(28,168.06)	(28,168.06)	0.00	(1,831.94)	93.89
7340	SUPPLEMENTAL BASIC EDU	(672,001.00)	0.00	(672,000.66)	0.00	(0.34)	100.00
7360	SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361	SCHOOL SAFETY & SECUR	0.00	0.00	0.00	0.00	0.00	0.00
7362	SCHOOL MENTAL HEALTH & SAFETY AND SECURITY GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7369	OTHR SAFE SCHOOLS GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7501	PA ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7502	DUAL ENROLLMENT	0.00	0.00	0.00	0.00	0.00	0.00
7505	READY TO LEARN BLOCK GT	(267,638.00)	0.00	(267,638.00)	0.00	0.00	100.00

## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
7506	PASMA RT GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7510	YSYM	0.00	0.00	0.00	0.00	0.00	0.00
7520	OTHER STATE PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
7599	OTHER STATE PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
7810	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00
7820	REV-RETIREMENT PAYMENTS	(2,338,677.00)	0.00	(270,082.39)	0.00	(2,068,594.61)	11.55
<b>Total</b>		<b>(14,665,521.00)</b>	<b>(1,498,838.10)</b>	<b>(8,378,390.03)</b>	<b>0.00</b>	<b>(6,287,130.97)</b>	<b>57.13</b>

### MAJOR FUNCTION 7000 TOTALS

<b>Total Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>	<b>(14,665,521.00)</b>	<b>(1,498,838.10)</b>	<b>(8,378,390.03)</b>	<b>0.00</b>	<b>(6,287,130.97)</b>	<b>57.13</b>	
<b>Total Other Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>(14,665,521.00)</b>	<b>(1,498,838.10)</b>	<b>(8,378,390.03)</b>	<b>0.00</b>	<b>(6,287,130.97)</b>		

# Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>8000</b>							
8512	COVID-19 SECIM	0.00	0.00	0.00	0.00	0.00	0.00
8514	TITLE I	(304,000.00)	(82,222.68)	(164,445.36)	0.00	(139,554.64)	54.09
8515	NCLB Title II Tch Trn	(47,000.00)	(19,318.02)	(32,196.70)	0.00	(14,803.30)	68.50
8517	TITLE IV	(22,000.00)	0.00	(6,118.68)	0.00	(15,881.32)	27.81
8518	NCLB Title V Innov	0.00	0.00	0.00	0.00	0.00	0.00
8690	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
8708	ARRA STATE FISCAL STABA	0.00	0.00	0.00	0.00	0.00	0.00
8743	ESSER II	0.00	(312,764.40)	(443,082.90)	0.00	443,082.90	0.00
8744	ARP ESSER III	0.00	0.00	(206,104.55)	0.00	206,104.55	0.00
8749	CARES ACT FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
8751	ARP ESSER Learning Loss	0.00	(2,288.20)	(17,168.72)	0.00	17,168.72	0.00
8752	ARP ESSER Summer Programs	0.00	(457.63)	(3,188.72)	0.00	3,188.72	0.00
8753	ARP ESSER After School Programs	0.00	(457.64)	(3,494.96)	0.00	3,494.96	0.00
8810	ACCESS-MEDICAL ASSIST	(75,000.00)	0.00	(741.94)	0.00	(74,258.06)	0.99
8820	MA ADMIN FEES	0.00	0.00	741.94	0.00	(741.94)	0.00
<b>Total</b>		<b>(448,000.00)</b>	<b>(417,508.57)</b>	<b>(875,800.59)</b>	<b>0.00</b>	<b>427,800.59</b>	<b>195.49</b>
<b>MAJOR FUNCTION 8000 TOTALS</b>							
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>		<b>(448,000.00)</b>	<b>(417,508.57)</b>	<b>(875,800.59)</b>	<b>0.00</b>	<b>427,800.59</b>	<b>195.49</b>
<b>Total Other Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>(448,000.00)</b>	<b>(417,508.57)</b>	<b>(875,800.59)</b>	<b>0.00</b>	<b>427,800.59</b>	

# Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
<b>9000</b>							
9120	PROCEEDS FROM REFUNDING	0.00	0.00	0.00	0.00	0.00	0.00
9130	BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00	0.00
9200	PROCEEDS FROM LT FINANC	0.00	0.00	0.00	0.00	0.00	0.00
9330	CAPITAL PROJ FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00
9400	SALE OR LOSS OF FA	0.00	0.00	0.00	0.00	0.00	0.00
9500	REFUNDS PRIOR YRS EXPDT	0.00	0.00	0.00	0.00	0.00	0.00
9990	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0.00
9999	ERROR	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>MAJOR FUNCTION 9000 TOTALS</b>							
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expenditure</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	



## Condensed Board Summary Report

From 02/01/2023 To 02/28/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
Total Expenditure	25,378,000.00	2,120,916.66	15,226,291.32	491,346.21	9,660,362.47	61.93
Total Other Expenditure	2,050,000.00	(219,565.70)	1,302,861.42	1,598.00	745,540.58	63.63
Total Revenue	(26,816,241.00)	(2,593,620.36)	(18,948,445.20)	0.00	(7,867,795.80)	70.66
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	611,759.00	(692,269.40)	(2,419,292.46)	492,944.21	2,538,107.25	

**East Lycoming School District  
Treasurer's Report  
February 28, 2023**

General Fund Checking Account	February 1, 2023	3,761,297.75
PLGIT Account	February 1, 2023	5,941,205.35
<b>TOTAL</b>		<b>9,702,503.10</b>

Cash Receipts	February 2023	2,683,705.92
Cash Disbursements	February 2023	(1,904,099.14)
<b>NET CASH CHANGE</b>		<b>779,606.78</b>

General Fund Checking Account	February 28, 2023	2,495,017.61
PLGIT Account	February 28, 2023	7,987,092.27
<b>TOTAL</b>		<b>10,482,109.88</b>

Interest Rates		Dec-22		Jan-23		Feb-23
Checking MBT		2.25%		2.25%		2.25%
PLGIT		3.90%		4.16%		4.35%

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** 01 - GENERAL FUND    **Payment Dates:** 02/17/2023 - 03/24/2023

**Payment Categories:** Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000049428	03/03/2023	AT&T MOBILITY	COMMUNICATION		281.89
0000049429	03/03/2023	BLOOMSBURG UNIVERSITY	TUITION - REMSNYDER		1,548.00
0000049430	03/03/2023	CANTON AREA SCHOOL DISTRICT	BATTLE OF THE BOOKS 2023		35.00
0000049431	03/03/2023	EZ OFFICE INVENTORY	TECH INVENTORY SUBSCRIPTION		3,083.20
0000049432	03/03/2023	LYCOMING VALLEY BATTERIES LLC	BATTERIES		382.60
0000049433	03/03/2023	PMEA DISTRICT 8	BAND FESTIVAL REGISTRATION FEES		258.00
0000049434	03/03/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		4,790.40
0000049435	03/03/2023	T-MOBILE	COMMUNICATION		234.35
0000049436	03/03/2023	UGI CENTRAL PENN GAS	NATURAL GAS		5,614.41
0000049437	03/03/2023	UGI ENERGY SERVICES LLC	ELECTRICITY		1,348.21
0000049438	03/03/2023	WASTE MANAGEMENT OF PA INC	DISPOSAL SERVICE		3,094.32
0000049439	03/03/2023	WHITAKER CENTER FOR SCIENCE AND ARTS	FIELD TRIP-4TH GR FERRELL		446.00
0000049440	03/03/2023	WINDSTREAM	COMMUNICATION		1,890.28
0000049441	03/06/2023	TROY CHARLES	STATES - MEAL MONEY		336.00
0000049442	03/10/2023	DIRECT ENERGY BUSINESS	ELECTRICITY		0.00
0000049443	03/10/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		1,726.08
0000049444	03/10/2023	VERIZON WIRELESS	COMMUNICATION		1,008.73
0000049445	03/10/2023	ALEXIS M WARF	COFFEE SHOP SUPPLIES		559.98
0000049446	03/10/2023	DIRECT ENERGY BUSINESS	ELECTRICITY		36.80
0000049447	03/17/2023	CBIZ PAYROLL	SECTION 125 FEES		0.00
0000049448	03/17/2023	COMCAST	COMMUNICATION		191.65
0000049449	03/17/2023	K&D FACTORY SERVICE INC	MAINTENANCE REPAIR & LABOR		2,327.27
0000049450	03/17/2023	THE MUNCY BANK & TRUST COMPANY	COMMERCIAL LOANS		1,029.07
0000049451	03/17/2023	MUSIC THEATRE INTERNATIONAL	MUSICAL ADD-ONS-DRAMA CLUB REIMB.		366.06
0000049452	03/17/2023	WEX BANK	GASOLINE - DISTRICT & DRIVERS ED VEHICLES		197.84
0000049453	03/17/2023	TRAVELERS CL REMITTANCE CENTER	****VOID****		0.00
0000049454	03/17/2023	VERIZON WIRELESS	COMMUNICATION		90.12
0000049455	03/17/2023	CBIZ PAYROLL	SECTION 125 FEES		10.50
0000049456	03/17/2023	TRAVELERS CL REMITTANCE CENTER	BOND RENEWAL - H BURKE		100.00
0000049457	03/24/2023	A.J. LIMO	GETTYSBURG FIELD TRIP TRANSPORTATION		5,622.00
0000049458	03/24/2023	ALL AMERICAN ATHLETICS	50% PYMT RESURFACING HS GYM FLOOR		13,975.00
0000049459	03/24/2023	AMAZON CAPITAL SERVICES	CLASS & OFFICE SUPPLIES		4,834.63
0000049460	03/24/2023	AMERICHEM INTERNATIONAL, INC.	BUILDING/MAINTENANCE SUPPLIES		6,379.22
0000049461	03/24/2023	APPLE	IPADS		4,252.00
0000049462	03/24/2023	ASHKAR CAFETERIA	PRE-K COUNTS MEALS		231.90
0000049463	03/24/2023	B. J. BUS CO.	CONTRACTED CARRIERS		19,506.16

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** 01 - GENERAL FUND    **Payment Dates:** 02/17/2023 - 03/24/2023

**Payment Categories:** Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards

**Sort: Payment Number**

0000049464	03/24/2023	BALFOUR - GRADGEAR COMPANY	CAPS AND GOWNS-SENIORS & STAFF	7,351.90
0000049465	03/24/2023	LAURA BARONDEAU	COFFEE SHOP SUPPLIES	595.82
0000049466	03/24/2023	BERWICK AREA SCHOOL DISTRICT	BHS QUIZ BOWL FEES	80.00
0000049467	03/24/2023	B&H PHOTO-VIDEO	REPLACE HP BATT	62.63
0000049468	03/24/2023	BLAST INTERMEDIATE UNIT 17	MID YEAR BILLING	181,722.76
0000049469	03/24/2023	HERMAN H BRAIM JR INC	REPAIR - WALK IN COOLER	230.00
0000049470	03/24/2023	BRYAN D. MILLER	STUDENT SERVICES	1,412.00
0000049471	03/24/2023	BSN SPORTS	SOFTBALL, WRESTLING SUPPLIES	1,807.48
0000049472	03/24/2023	BUCK LUMBER COMPANY	MAINTENANCE SUPPLIES	98.53
0000049473	03/24/2023	JENNIFER BUCK	TRAVEL - 3/1/23	72.05
0000049474	03/24/2023	MELISSA K BUNCE	TITLE READING NIGHT SNACKS	60.94
0000049475	03/24/2023	HEATHER N BURKE	TRAVEL - 2/15 & 2/16	56.33
0000049476	03/24/2023	CAPP USA	MAINTENANCE SUPPLIES	1,299.92
0000049477	03/24/2023	CDW GOVERNMENT	TECH SERVICES	1,967.28
0000049478	03/24/2023	CENTRAL SUSQUEHANNA IU	STUDENT TUITION (1)	5,215.00
0000049479	03/24/2023	CENTRAL PA MOBILE SHREDDING	SHREDDING SERVICES	420.00
0000049480	03/24/2023	CHROMEBOOKPARTS.COM	HHS CHROMEBOOKS	164,985.00
0000049481	03/24/2023	CM REGENT LLC	LIFE INSURANCE - MARCH 2023	1,479.30
0000049482	03/24/2023	COLE'S HARDWARE INC	MAINTENANCE SUPPLIES	213.89
0000049483	03/24/2023	COLLINS SPORTS MEDICINE	ATHLETIC TRAINER SUPPLIES	563.40
0000049484	03/24/2023	COMMONWEALTH CHARTER ACADEMY	STUDENT TUITION (42)	49,289.39
0000049485	03/24/2023	COUNTY OF LYCOMING	HOMESTEAD APPLICATION	347.32
0000049486	03/24/2023	SHERRY L COWBURN	TRAVEL - 9/2, 12/4, 12/7, 3/2, MEAL REIMB	193.73
0000049487	03/24/2023	DISA INC	CONTRACTOR TESTING	339.84
0000049488	03/24/2023	D.R. SNYDER INC.	CONTRACTED CARRIERS	53,870.38
0000049489	03/24/2023	EAST LYCOMING SHOPPER	ADVERTISING	323.45
0000049490	03/24/2023	ELSD PETTY CASH	EDUCATION CELEBRATION BASKETS, NOTARY FEES	65.07
0000049491	03/24/2023	ENERGY POWER INVESTMENT COMPANY LLC	ELECTRICITY	2,546.00
0000049492	03/24/2023	GETTYSBURG FOUNDATION	8TH GRADE FIELD TRIP GUIDES	2,345.50
0000049493	03/24/2023	GRAINGER	BUILDING/MAINTENANCE SUPPLIES	343.52
0000049494	03/24/2023	GUYETTE COMMUNICATIONS	CALL BUTTON REPAIR	225.00
0000049495	03/24/2023	HHS BASEBALL BOOSTERS	FIELD TARPS	98.94
0000049496	03/24/2023	HILSHER DESIGNS	ADVERTISING	641.00
0000049497	03/24/2023	HOME HEATING SERVICE GARAGE	STATE INSPECTION - DRIVER'S ED VEHICLE	120.85
0000049498	03/24/2023	HUGHESVILLE BOROUGH	SRO SERVICES	6,610.00
0000049499	03/24/2023	INSIGHT PA CYBER CHARTER SCHOOL	STUDENT TUITION (2)	2,031.77
0000049500	03/24/2023	IPS GLOBAL	TONER CARTRIDGES	1,352.10

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** 01 - GENERAL FUND    **Payment Dates:** 02/17/2023 - 03/24/2023

**Payment Categories:** Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards

**Sort: Payment Number**

0000049501	03/24/2023	JOHNSON CONTROLS FIRE PROTECTION LP	SECURITY SYSTEM SERVICES	9,030.00
0000049502	03/24/2023	K&S MUSIC CENTER LLC	SOUND SYSTEM - AUDITORIUM/GYM	18,361.31
0000049503	03/24/2023	KEYSTONE ADVERTISING SPECIALTIES	AWARDS,WALL PLATES - GIRLS BSKTBLL, FOOTBALL	250.00
0000049504	03/24/2023	CHRISTINE KITZMILLER	CONTRACTED CARRIERS	11,794.07
0000049505	03/24/2023	LYCO CAREER & TECH CENTER	STUDENT TUITION (83)	43,634.90
0000049506	03/24/2023	DWIGHT LEWIS LUMBER CO INC	BIOMASS FUEL	4,823.70
0000049507	03/24/2023	LOCKARD INSURANCE AGENCY	WORKERS COMP 4TH INSTALLMENT	26,662.25
0000049508	03/24/2023	LOWES	COFFEE SHOP SUPPLIES-GRANT FUNDED	2,996.31
0000049509	03/24/2023	LYCOMING CLINTON JOINDER BOARD	SCHOOL BASED OUTREACH #2	5,000.00
0000049510	03/24/2023	LYCOMING VALLEY BATTERIES LLC	BATTERIES	96.80
0000049511	03/24/2023	MARCO	COPY CHARGES	668.63
0000049512	03/24/2023	MAXIM HEALTHCARE SERVICES INC	STUDENT SERVICES	1,984.00
0000049513	03/24/2023	MCCLURE COMPANY	MAINTENANCE REPAIR & LABOR	1,766.00
0000049514	03/24/2023	MCCORMICK LAW FIRM	LEGAL SERVICES	1,247.16
0000049515	03/24/2023	MECHTLY COMMERCIAL DOOR LLC	DOOR CLOSURES - SCHOOL SAFETY GRANT	5,185.00
0000049516	03/24/2023	PATRICIA S MILLER DDS	STUDENT DENTAL EXAMS	206.25
0000049517	03/24/2023	MYERS ENVIRONMENTAL SERVICES LLC	ROUTINE OPS & MGMT	2,568.00
0000049518	03/24/2023	TODD NAGY	TUITION REIMBURSEMENT	984.00
0000049519	03/24/2023	NCS PEARSON INC	PSYCHOLOGY SUPPLIES	1,705.00
0000049520	03/24/2023	NORTHEASTERN PA EDUC TV ASSOCIATION	ENHANCED SCHOLAR PROGRAM SY 22 23	1,425.00
0000049521	03/24/2023	NEVCO SPORTS LLC	CABLE FOR SCOREBOARD	102.92
0000049522	03/24/2023	VALERIE OCHS	TRAVEL - 1/1 -1/31/23	18.34
0000049523	03/24/2023	LONNIE F OHNMEISS	CONTRACTED CARRIERS	9,722.38
0000049524	03/24/2023	OTICON	STUDENT SERVICES - HEARING AID TECHNOLOGY	414.00
0000049525	03/24/2023	PENNSYLVANIA PAPER & SUPPLY COMPANY	BUILDING/MAINTENANCE SUPPLIES	1,867.98
0000049526	03/24/2023	PENNSYLVANIA CYBER CHARTER SCHOOL	STUDENT TUITION (6)	6,923.09
0000049527	03/24/2023	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	STUDENT TUITION (4)	4,063.55
0000049528	03/24/2023	APRIL PAULHAMUS	TRAVEL 2/2-28/2023, 1/4-1/31/2023	214.35
0000049529	03/24/2023	PENNSYLVANIA COLLEGE OF TECHNOLOGY	TRANSITION CONFERENCE	230.00
0000049530	03/24/2023	RESERVE ACCOUNT	POSTAGE REFILL	500.00
0000049531	03/24/2023	PMEA	PMEA ALL STATE CHORUS REGISTRATION	399.00
0000049532	03/24/2023	PPL ELECTRIC UTILITIES	ELECTRICITY	48.08
0000049533	03/24/2023	PSBA	SPRING LEGAL ROUNDUP - D GAVITT	159.00
0000049534	03/24/2023	QUILL CORPORATION	CLASS & OFFICE SUPPLIES	496.70
0000049535	03/24/2023	RAKESTRAW TRANSPORTATION INC	CONTRACTED CARRIERS	17,213.46
0000049536	03/24/2023	RICH COAST COFFEE	COFFEE SHOP SUPPLIES-GRANT FUNDED	356.90
0000049537	03/24/2023	REACH CYBER CHARTER SCHOOL	STUDENT TUITION (1)	1,015.88

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** 01 - GENERAL FUND    **Payment Dates:** 02/17/2023 - 03/24/2023

**Payment Categories:** Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards

**Sort: Payment Number**

0000049538	03/24/2023	RENN CAFETERIA	PRE-K COUNTS MEALS	193.00
0000049539	03/24/2023	RESILITE SPORTS PRODUCTS INC	CHEERLEADING EQUIPMENT	690.00
0000049540	03/24/2023	ROTO-ROOTER	MAINTENANCE REPAIR & LABOR	1,050.00
0000049541	03/24/2023	RSCHOOLTODAY	ATHLETIC TRAINER SYSTEM INTEGRATION	195.00
0000049542	03/24/2023	RYNHART MUSIC ENTERPRISES LLC	INSTRUMENT REPAIRS	220.00
0000049543	03/24/2023	SCHAEDLER/YESCO DIST	MAINTENANCE SUPPLIES	359.32
0000049544	03/24/2023	SCHOOL SPECIALTY LLC	CALCULATORS	3,166.05
0000049545	03/24/2023	SCHOOL DISTRICT OF PITTSBURGH	STUDENT TUITION (1)	5,176.38
0000049546	03/24/2023	CHRISTINA M SELLERS	COFFEE SHOP SUPPLIES	51.87
0000049547	03/24/2023	SHERWIN WILLIAMS	PAINT/MAINTENANCE SUPPLIES	209.00
0000049548	03/24/2023	T M SNYDER INC	CONTRACTED CARRIERS	48,313.13
0000049549	03/24/2023	SPORTSMANS	TENNIS BALLS	267.00
0000049550	03/24/2023	MARISA SPONHOUSE	TRAVEL 2/1-22/2023	68.78
0000049551	03/24/2023	MARK STAMM	TRAVEL 2/2-3/2/2023	311.78
0000049552	03/24/2023	STATE INDUSTRIAL PRODUCTS CORPORATION	PUMPS/PAIS	1,086.60
0000049553	03/24/2023	STERICYCLE INC	MEDICAL WASTE DISPOSAL	156.00
0000049554	03/24/2023	STROUP BUS COMPANY LLC	CONTRACTED CARRIERS	35,181.73
0000049555	03/24/2023	SUN-GAZETTE	ADVERTISING	953.92
0000049556	03/24/2023	SURVEILLANCE-247 LLC	CAMERA INSTALLATION	695.00
0000049557	03/24/2023	SUGAR VALLEY RURAL CHARTER SCHOOLS	STUDENT TUITION (2)	4,063.54
0000049558	03/24/2023	KENNETH TALLMAN	TRAVEL 2/23-24/2023	165.06
0000049559	03/24/2023	TJ'S MARKET	COFFEE SHOP SUPPLIES	231.60
0000049560	03/24/2023	TOPP BUSINESS SOLUTIONS	COPY CHARGES	4,435.93
0000049561	03/24/2023	UGI CENTRAL PENN GAS	NATURAL GAS	2,567.18
0000049562	03/24/2023	KATIE M ULMER	TRAVEL 1/3-2/6/2023	94.32
0000049563	03/24/2023	UPMC	ATHLETIC, OT/PT SERVICES	12,589.00
0000049564	03/24/2023	VERITIV OPERATING COMPANY	COPY PAPER	1,919.20
0000049565	03/24/2023	BARRY WALDMAN	BUILDING CHECKS 1/14-3/12/2023	183.40
0000049566	03/24/2023	JILL R WARG	TRAVEL 2/1-28/2023	200.56
0000049567	03/24/2023	WARRIOR RUN SCHOOL DISTRICT	MID YEAR BILLING: STUDENT TUITION (1)	12,029.49
0000049568	03/24/2023	WEST BRANCH REGIONAL AUTHORITY	CCTV SEWER SYSTEM - HS	844.50
0000049569	03/24/2023	WEBB WEEKLY	ADVERTISING	152.00
0000049570	03/24/2023	VICTORIA R WELCH	TUITION REIMBURSEMENT, TRAVEL	1,664.59
0000049571	03/24/2023	WF WELLIVER & SON INC	EQUIPMENT PARTS/REPAIRS	230.96
0000049572	03/24/2023	GARRETT WENTZ	POSTAGE - SOIL SAMPLES	9.65
0000049573	03/24/2023	WENZEL STUDIO OF PHOTOGRAPHY	ALL STATE PORTRAITS	507.00
0000049574	03/24/2023	WILKES UNIVERSITY	TUITION - MANTLE	1,548.00

\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

**Bank Account:** 01 - GENERAL FUND      **Payment Dates:** 02/17/2023 - 03/24/2023

**Sort: Payment Number**

<b>10 - GENERAL FUND</b>	<b>3,389,244.76</b>
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<b>Grand Total Credit Cards</b>	<b>0.00</b>
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<b>Grand Total Manual Checks</b>	<b>(147.30)</b>
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<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>	<b>0.00</b>
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<b>Grand Total Regular Checks</b>	<b>909,770.86</b>
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<b>Grand Total All Payments</b>	<b>3,389,244.76</b>
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\* - Non-Negotiable Disbursement    + - Procurement Card Non-Negotiable    # - Payable within Payment    P - Prenote    D - Direct Deposit    C - Credit Card

**March 2023 Statement**

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Open Date: 02/02/2023 Closing Date: 03/02/2023

Account: [REDACTED]

**Visa® Community Card****Elan Financial  
Services**  
BUS 30 ELN

1-866-552-8855

1

EAST LYCOMING SCHOOL [REDACTED]

<b>New Balance</b>	<b>\$3,518.87</b>
<b>Minimum Payment Due</b>	<b>\$3,518.87</b>
<b>Payment Due Date</b>	<b>03/28/2023</b>

**Late Payment Warning:** As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

**Reward Points**

Earned This Statement	3,420
Reward Center Balance as of 03/01/2023	164,808

For details, see your rewards summary.

**Activity Summary**

Previous Balance	+	\$6,949.98
Payments	-	\$6,949.98 <sup>CR</sup>
Other Credits	-	\$6.09 <sup>CR</sup>
Purchases	+	\$3,425.96
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged	+	\$99.00
Interest Charged		\$0.00

<b>New Balance</b>	<b>=</b>	<b>\$3,518.87</b>
<b>Past Due</b>		<b>\$0.00</b>
<b>Minimum Payment Due</b>		<b>\$3,518.87</b>
Credit Line		\$10,000.00
Available Credit		\$6,481.13
Days in Billing Period		29

**Payment Options:**Mail payment coupon  
with a checkPay online at  
[myaccountaccess.com](http://myaccountaccess.com)Pay by phone  
1-866-552-8855

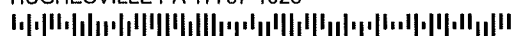
No payment is required.



24-Hour Elan Financial Services: 1-866-552-8855

- to pay by phone
- to change your address

EAST LYCOMING SCHOOL  
ACCOUNTS PAYABLE  
349 CEMETERY ST  
HUGHESVILLE PA 17737-1028

**Automatic Payment**

Account Number: [REDACTED]

Your new full balance of \$3,518.87 will be automatically deducted from your account on 03/22/23.





March 2023 Statement 02/02/2023 - 03/02/2023

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EAST LYCOMING SCHOOL [REDACTED]

Elan Financial Services (

1-866-552-8855

### Community Card Rewards

#### Rewards Center Activity as of 03/01/2023

Rewards Center Activity*	0
Rewards Center Balance	164,808

\*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	3,420	11,002
<b>Total Earned</b>	<b>3,420</b>	<b>11,002</b>

Points Expiring on 03/31/2023: 129

For rewards program inquiries and redemptions, call 1-888-229-8864 from 8:00 am to 10:00 pm (CST) Monday through Friday, 8:00 am to 5:30 pm (CST) Saturday and Sunday. Automated account information is available 24 hours a day, 7 days a week.

### Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Your payment of \$3518.87 will be automatically deducted from your bank account on 03/22/2023. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

### Transactions BURKE, HEATHER N Credit Limit \$10000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
02/16	02/15	8790	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$21.19	_____
02/27	02/24	7617	SQ *BACKHOUSE CAFE WILLIAMSPORT PA	\$58.30	_____
02/28	02/27	0520	SQ *BACKHOUSE CAFE WILLIAMSPORT PA	\$39.62	_____
<b>Fees</b>					
02/02			ANNUAL MEMBERSHIP FEE	\$99.00	_____
			TOTAL FEES FOR THIS PERIOD	\$99.00	_____
			Total for Account [REDACTED]	\$218.11	_____

### Transactions GREASY, ADAM Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
02/06	02/05	1316	CBI*PARALLELS 800-799-9570 IL	\$116.59	_____
02/08	02/07	5251	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$15.89	_____

Continued on Next Page



March 2023 Statement 02/02/2023 - 03/02/2023

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EAST LYCOMING SCHOOL [REDACTED]

Elan Financial Services ( 1-866-552-8855

Transactions	CREASY ADAM	Credit Limit \$5000
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Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
02/09	02/08	0424	SP UBIQUITI INC. HTTPSTRUFF.MY NY	\$411.46	_____
02/15	02/14	5968	TOTALCHOICE HOSTING 800-9300485 MI	\$28.00	_____
02/15	02/14	4858	DROPBOX SIGN MONTHLY HTTPSWWW.HELL CA	\$63.60	_____
02/16	02/15	7069	WEB*NETWORKSOLUTIONS 888-6429675 FL	\$9.99	_____
02/16	02/15	6918	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$15.89	_____
02/16	02/16	2873	VMO*Vimeo Premium 646-490-1679 NY	\$900.00	_____
02/17	02/16	1550	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$190.80	_____
02/21	02/18	2056	SENDPULSE.COM 415-800-2960 NJ	\$16.85	_____
02/21	02/17	3548	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$15.89	_____
02/22	02/21	3447	GETCLOUDAPP.COM GETCLOUDAPP.C CA	\$27.00	_____
02/24	02/23	9487	FS *faxpurchase 877-3278914 CA	\$6.35	_____
02/24	02/23	4936	PAYPAL *DIGITALINSP 4029357733 SG	\$29.95	_____
02/24	02/23	9299	DROPBOX FAX MONTHLY HTTPSWWW.HELL CA	\$15.88	_____
02/28	02/27	1562	COURSRA99CLE6G30DXPXQ 650-963-9884 CA	\$49.00	_____
Total for Account [REDACTED]				\$1,913.14	

Transactions	OCHS, VALERIE	Credit Limit \$5000
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Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Other Credits					
02/06	02/04	6260	VISTAPRINT 8662074955 MA MERCHANDISE/SERVICE RETURN	\$6.09CR	_____
Purchases and Other Debits					
02/03	02/01	9147	KALAHARI RESORT - PA E 999-9999999 PA	\$155.00	_____
02/06	02/03	5931	VISTAPRINT 866-207-4955 MA	\$107.58	_____
02/09	02/08	7244	The Webstaurant Store 717-392-7472 PA	\$698.55	_____
02/21	02/17	5884	ANGELSENSE HTTPSWWW.ANGE NJ	\$39.99	_____
02/23	02/22	7434	Amazon.com*HP3EJ7XF1 Amzn.com/bill WA	\$25.00	_____
02/24	02/23	2402	SMARTSIGN 718-797-1900 NY	\$168.25	_____
02/24	02/23	5045	AMERICAN RED CROSS 800-733-2767 DC	\$144.00	_____
02/27	02/24	4839	VISTAPRINT 866-207-4955 MA	\$55.34	_____
Total for Account [REDACTED]				\$1,387.62	

Transactions	BILLING ACCOUNT ACTIVITY
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Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
02/03	02/03	ET	PAYMENT THANK YOU [REDACTED]	\$6,949.98CR	_____
Total for Account [REDACTED]				\$6,949.98CR	

Continued on Next Page



March 2023 Statement 02/02/2023 - 03/02/2023

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EAST LYCOMING SCHOOL [REDACTED]

Elan Financial Services (

1-866-552-8855



### 2023 Totals Year-to-Date

Total Fees Charged in 2023	\$99.00
Total Interest Charged in 2023	\$0.00

### Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$3,518.87	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

### Contact Us



Voice: 1-866-552-8855  
TDD: 1-888-352-6455  
Fax: 1-866-807-9053



Questions  
Elan Financial Services  
P.O. Box 6353  
Fargo, ND 58125-6353



Mail payment coupon  
with a check  
Elan Financial Services  
P.O. Box 790408  
St. Louis, MO 63179-0408



Online  
myaccountaccess.com

**ANALYSIS OF FISCAL YEAR  
REAL ESTATE EIT COLLECTIONS  
UNDER ACT 24 (EIT)  
AND GAMING**

<b>Cash Basis Month Received</b>	<b>Real Estate</b>	<b>Supplemental State Subsidy</b>	<b>Total RE &amp; Sup.</b>	<b>Earned Income Tax</b>	<b>Total Collections</b>	<b>Cumulative Monthly Total</b>
<b>2022-23</b>						
Jul-22	285,741.62	0.00	285,741.62	220,734.21	506,475.83	506,475.83
Aug-22	1,292,857.47	336,000.00	1,628,857.47	311,285.82	1,940,143.29	2,446,619.12
Sep-22	3,474,213.28	0.00	3,474,213.28	203,018.78	3,677,232.06	6,123,851.18
Oct-22	1,506,198.88	336,000.66	1,842,199.54	214,407.54	2,056,607.08	8,180,458.26
Nov-22	553,828.80	0.00	553,828.80	226,724.58	780,553.38	8,961,011.64
Dec-22	216,641.67	0.00	216,641.67	248,974.36	465,616.03	9,426,627.67
Jan-23	281,267.47	0.00	281,267.47	351,762.16	633,029.63	10,059,657.30
Feb-23	0.00	0.00	0.00	403,761.10	403,761.10	10,463,418.40
Mar-23	0.00	0.00	0.00	0.00	0.00	10,463,418.40
Apr-23	0.00	0.00	0.00	0.00	0.00	10,463,418.40
May-23	0.00	0.00	0.00	0.00	0.00	10,463,418.40
Jun-23	0.00	0.00	0.00	0.00	0.00	10,463,418.40
<b>Totals</b>	<b>7,610,749.19</b>	<b>672,000.66</b>	<b>8,282,749.85</b>	<b>2,180,668.55</b>	<b>10,463,418.40</b>	

**2021-22**

Jul-21	283,721.38	0.00	283,721.38	204,131.38	487,852.76	487,852.76
Aug-21	1,232,713.31	268,103.00	1,500,816.31	246,444.23	1,747,260.54	2,235,113.30
Sep-21	4,203,707.77	0.00	4,203,707.77	228,069.93	4,431,777.70	6,666,891.00
Oct-21	597,769.66	268,103.81	865,873.47	177,687.84	1,043,561.31	7,710,452.31
Nov-21	445,554.69	0.00	445,554.69	230,442.03	675,996.72	8,386,449.03
Dec-21	240,458.74	0.00	240,458.74	330,734.56	571,193.30	8,957,642.33
Jan-22	286,644.77	0.00	286,644.77	232,985.17	519,629.94	9,477,272.27
Feb-22	0.00	0.00	0.00	271,171.45	271,171.45	9,748,443.72
Mar-22	0.00	0.00	0.00	364,535.45	364,535.45	10,112,979.17
Apr-22	0.00	0.00	0.00	205,014.78	205,014.78	10,317,993.95
May-22	0.00	0.00	0.00	281,785.67	281,785.67	10,599,779.62
Jun-22	0.00	0.00	0.00	307,434.94	307,434.94	10,907,214.56
<b>Totals</b>	<b>7,290,570.32</b>	<b>536,206.81</b>	<b>7,826,777.13</b>	<b>3,080,437.43</b>	<b>10,907,214.56</b>	

**2020-21**

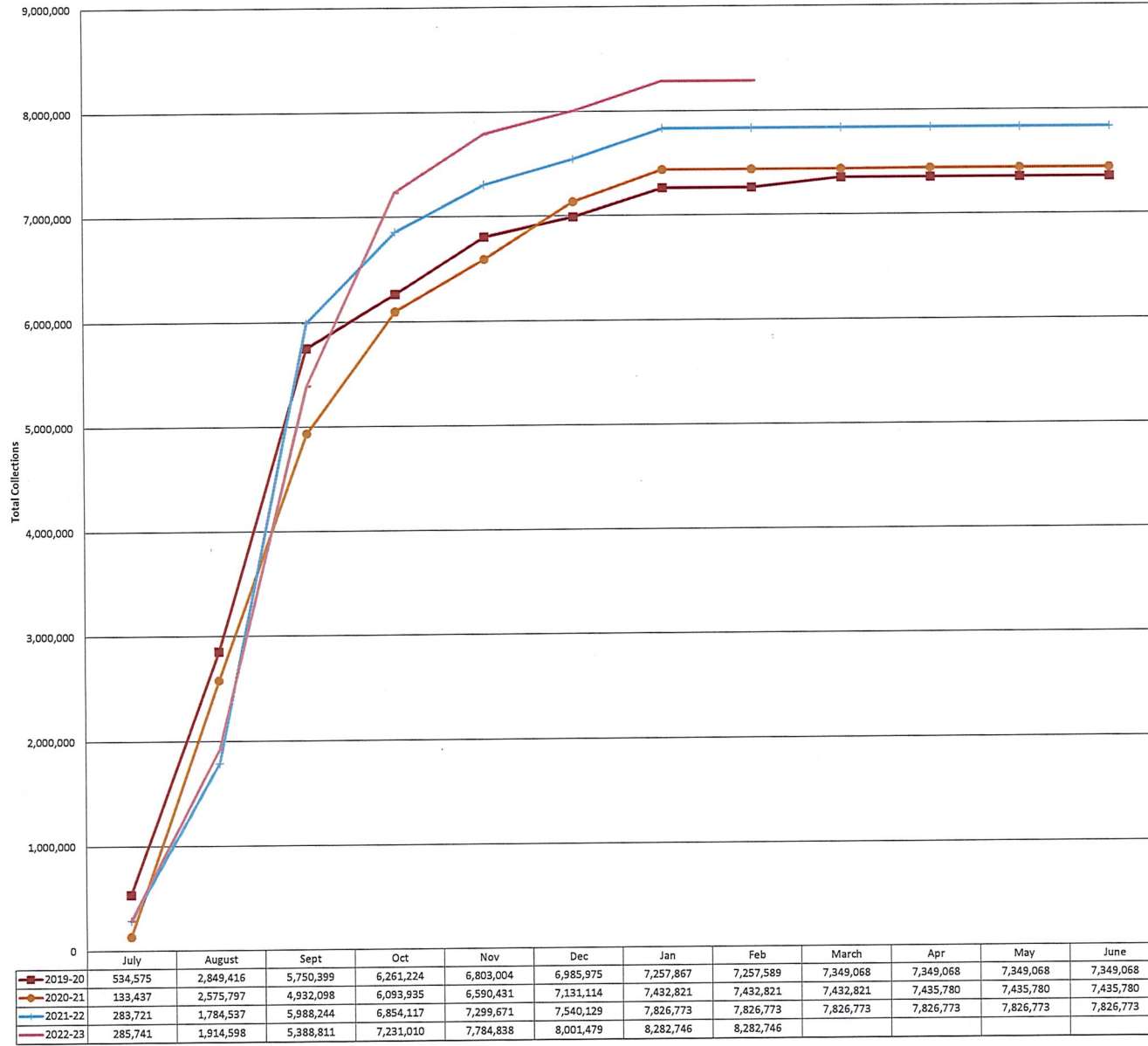
Jul-20	133,437.29	0.00	133,437.29	234,121.94	367,559.23	367,559.23
Aug-20	2,175,962.76	266,398.00	2,442,360.76	347,598.53	2,789,959.29	3,157,518.52
Sep-20	2,356,301.03	0.00	2,356,301.03	290,885.61	2,647,186.64	5,804,705.16
Oct-20	1,161,837.06	0.00	1,161,837.06	231,245.95	1,393,083.01	7,197,788.17
Nov-20	496,496.87	0.00	496,496.87	177,150.98	673,647.85	7,871,436.02
Dec-20	274,285.12	266,398.52	540,683.64	231,518.62	772,202.26	8,643,638.28
Jan-21	301,707.97	0.00	301,707.97	269,327.02	571,034.99	9,214,673.27
Feb-21	0.00	0.00	0.00	312,723.35	312,723.35	9,527,396.62
Mar-21	0.00	0.00	0.00	240,331.40	240,331.40	9,767,728.02
Apr-21	2,959.66	0.00	2,959.66	213,781.72	216,741.38	9,984,469.40
May-21	0.00	0.00	0.00	299,865.32	299,865.32	10,284,334.72
Jun-21	0.00	0.00	0.00	280,414.28	280,414.28	10,564,749.00
<b>Totals</b>	<b>6,902,987.76</b>	<b>532,796.52</b>	<b>7,435,784.28</b>	<b>3,128,964.72</b>	<b>10,564,749.00</b>	

ELSD

ANALYSIS OF FISCAL YEAR  
REAL ESTATE EIT COLLECTIONS  
UNDER ACT 24 (EIT)  
AND GAMING

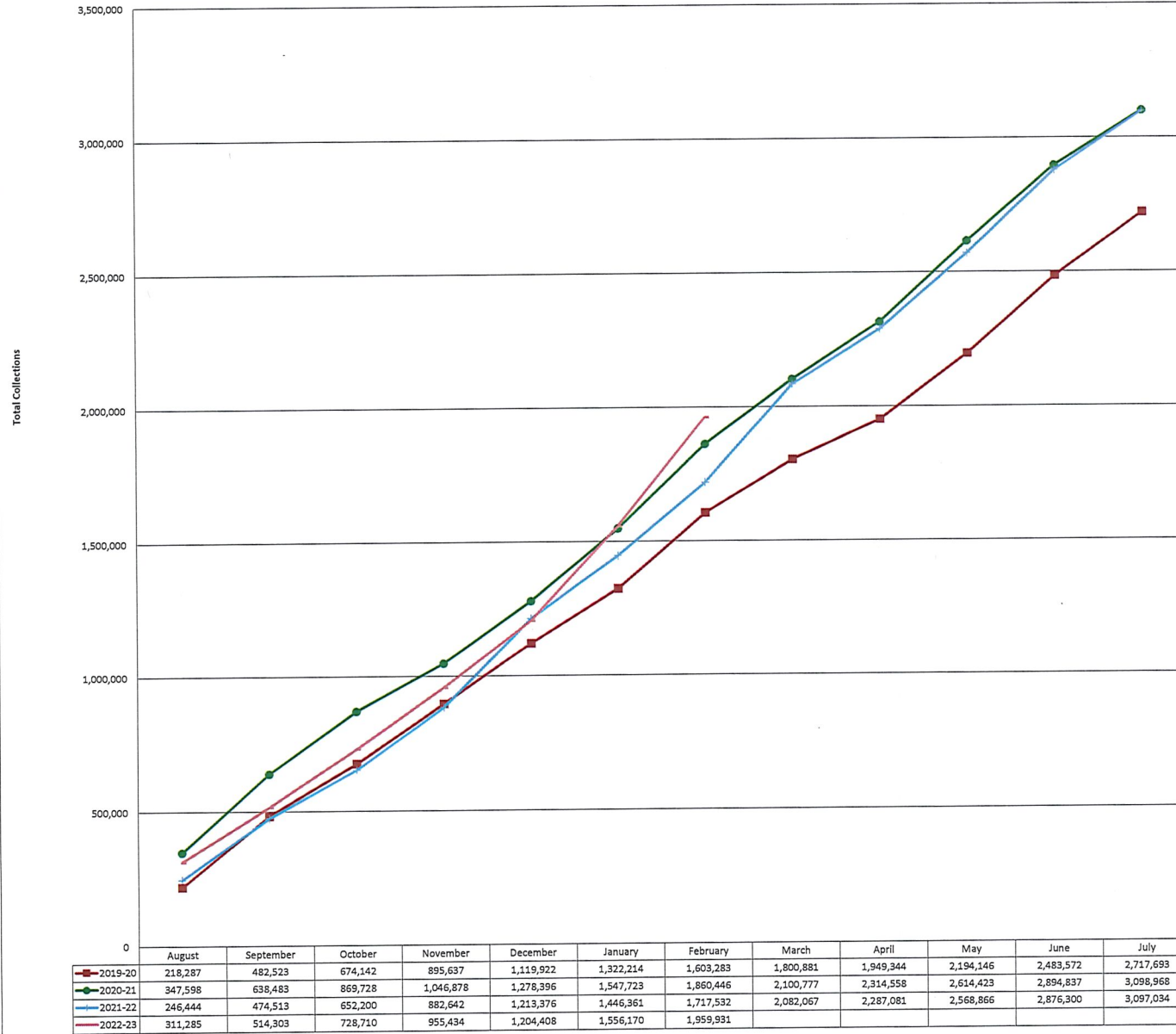
	2020-21	2021-22	2022-23
Month	End of Month Cash Balance	End of Month Cash Balance	End of Month Cash Balance
July	\$2,957,126	\$3,847,078	\$5,219,565
August	4,244,378	3,927,989	5,525,752
Sept	4,901,253	5,704,511	6,229,278
Oct	5,423,236	5,056,094	6,219,736
Nov	4,621,462	3,693,701	4,815,068
Dec	2,126,954	1,674,311	4,668,785
Jan	981,767	4,638,199	3,761,298
Feb	4,785,173	5,944,326	2,495,018
March	2,521,120	3,404,881	
Apr	1,418,588	4,227,876	
May	5,406,677	4,861,734	
June	2,803,930	2,006,101	

# Real Estate Tax Collection History





# Earned Income Tax Collection History



**EAST LYCOMING SCHOOL DISTRICT  
CONSTRUCTION FUND SUMMARY  
JULY 1, 2022 - JUNE 30, 2023  
BALANCE AS OF FEBRUARY 28, 2023**

DATE	BEGINNING BALANCE	DEPOSITS	INTEREST	FEES/ CHARGES	EXPENSES	ENDING BALANCE
7/1/2022	\$ 5,209.62					-
7/31/2022	5,209.62	0.00	7.75	0.00	0.00	5,217.37
8/31/2022	5,217.37	0.00	9.98	0.00	0.00	5,227.35
9/30/2022	5,227.35	0.00	9.67	0.00	0.00	5,237.02
10/31/2022	5,237.02	0.00	10.01	0.00	0.00	5,247.03
11/30/2022	5,247.03	80,000.00	79.65	10.00	78,508.99	6,807.69
12/31/2022	6,807.69	130,848.32	45.26	10.00	130,848.32	6,842.95
1/31/2023	6,842.95	130,881.02	77.61	10.00	130,881.02	6,910.56
2/28/2023	6,910.56	52,339.33	50.63	10.00	52,339.33	6,951.19
3/31/2023	6,951.19	0.00	0.00	0.00	0.00	6,951.19
4/30/2023	6,951.19	0.00	0.00	0.00	0.00	6,951.19
5/31/2023	6,951.19	0.00	0.00	0.00	0.00	6,951.19
6/30/2023	6,951.19	0.00	0.00	0.00	0.00	6,951.19
		394,068.67	290.56	40.00	392,577.66	

DATE	BEGINNING BALANCE	DEPOSITS	INTEREST	FEES/ CHARGES	EXPENSES	ENDING BALANCE
7/1/2021	\$ 5,178.89					-
7/31/2021	5,178.89	0.00	1.76	0.00	0.00	5,180.65
8/31/2021	5,180.65	0.00	1.76	0.00	0.00	5,182.41
9/30/2021	5,182.41	0.00	1.68	0.00	0.00	5,184.09
10/31/2021	5,184.09	0.00	1.70	0.00	0.00	5,185.79
11/30/2021	5,185.79	0.00	1.73	0.00	0.00	5,187.52
12/31/2021	5,187.52	0.00	1.76	0.00	0.00	5,189.28
1/31/2022	5,189.28	0.00	1.92	0.00	0.00	5,191.20
2/28/2022	5,191.20	0.00	2.15	0.00	0.00	5,193.35
3/31/2022	5,193.35	0.00	3.22	0.00	0.00	5,196.57
4/30/2022	5,196.57	0.00	4.09	0.00	0.00	5,200.66
5/31/2022	5,200.66	0.00	4.42	0.00	0.00	5,205.08
6/30/2022	5,205.08	0.00	4.54	0.00	0.00	5,209.62
		-	30.73	-	-	



**CONSTRUCTION FUND SUMMARY**  
**JULY 1, 2022 - JUNE 30, 2023**  
**AS OF FEBRUARY 28, 2023**

<u>VENDOR</u>	<u>COMMENTS</u>	<u>DATE</u>	<u>CHECK NO.</u>	<u>\$AMT</u>
MM Architects	Architect Fees-Construction Documents	11/7/2022	2860	5,237.02
MM Architects	Architect Fees-Construction Documents	11/8/2022	2861	73,271.97
MM Architects	Architect Fees-Construction Documents	12/5/2022	2862	130,848.32
MM Architects	Architect Fees-Construction Documents	1/12/2023	2863	130,881.02
MM Architects	Architect Fees-Construction Documents	2/6/2023	2864	52,339.33
				<hr/> <hr/> 392,577.66

Date	Account	Num	Payee	Memo	Category	Cl r	Amount
Balance 2/14/23							106,428.88
2/20/23	HHS 22-23	48		cash sales 2/15/23	Spartan Sips		297.00
2/20/23	HHS 22-23	card		card app sales	Spartan Sips		102.84
2/20/23	HHS 22-23	7732	Marianna Foods, Inc	Marianna Hoagie orders	FBLA		-1,853.00
2/22/23	HHS 22-23	51		Book sales	Yearbook		2,765.00
2/23/23	HHS 22-23	52		2/22/23 sales	Spartan Sips		1,057.96
2/23/23	HHS 22-23	53		Donation Consolidated Sportsmen	HHS Fly Fishing Club		500.00
2/23/23	HHS 22-23	card		Card app sales	Spartan Sips		94.87
2/27/23	HHS 22-23	55			HHS Fly Fishing Club		254.34
2/28/23	HHS 22-23	INT		February Interest	Interest Account		188.37
3/1/23	HHS 22-23	57		Gertrude Hawk sales	Class 25		982.00
3/1/23	HHS 22-23	58		Dance/Valentine's	Jr High Student Council		1,436.75
3/1/23	HHS 22-23	7733	Line Mountain Theatre Boosters	Costumes, props, sets for Shrek	Musical		-500.00
3/1/23	HHS 22-23	7734	Stanley & Gray Printing	Posters Shrek	Musical		-130.00
3/3/23	HHS 22-23	59		Cash Sales 3/1/23	Spartan Sips		1,149.87
3/3/23	HHS 22-23	card		Card app sales 3/1/23	Spartan Sips		140.66
3/6/23	HHS 22-23	54		T-shirts for cast	Musical		345.00
3/6/23	HHS 22-23	56			Spartan Sips		95.00
3/7/23	HHS 22-23	7735	Keystone Advertising Specialties	Musical cast t-shirts	Musical		-794.00
3/8/23	HHS 22-23	60		Sales	Spartan Sips		82.50
3/8/23	HHS 22-23	card		Card app sales	Spartan Sips		4.77
3/10/23	HHS 22-23	61		Sales 3/8/23	Spartan Sips		991.95
3/10/23	HHS 22-23	card		Card app sales 3/8/23	Spartan Sips		112.33
3/10/23	HHS 22-23	62			FBLA		366.00
3/13/23	HHS 22-23	7736	Dana Williams	Reimburse for Prom tickets, invites, photo arch	Class 24		-366.15
3/13/23	HHS 22-23	7737	Museum of Jewish Heritage	Order # 14173313	NYC Club		-200.00
3/17/23	HHS 22-23	63		Cookie fundraiser	Musical		1,907.00
3/17/23	HHS 22-23	64		Ads for program	Musical		1,055.00
3/17/23	HHS 22-23	65		T-shirt sales	Musical		50.00
3/17/23	HHS 22-23	66		Presales 3/15/23	Spartan Sips		43.50
3/17/23	HHS 22-23	67		Sales 3/15/23	Spartan Sips		1,007.61
3/17/23	HHS 22-23	7738	Jesse Stryker	Musical props, sets, costumes	Musical		-1,226.32
3/17/23	HHS 22-23	card		card app 3/15/23	Spartan Sips		4.77
3/17/23	HHS 22-23	card		card app 3/15/23	Spartan Sips		113.41
Total 2/15/23 - 3/21/23							10,079.03
Balance 3/21/23							116,507.91
Total Inflows							15,148.50
Total Outflows							-5,069.47
Net Total							10,079.03

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**G A S B 7 5 V a l u a t i o n a n d R e l a t e d  
S e r v i c e s A g r e e m e n t**

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This GASB 75 valuation service agreement (the "Agreement") is made effective as of the 1<sup>st</sup> day of July, 2023 between the undersigned parties,

REQUESTOR: EAST LYCOMING SCHOOL DISTRICT whose mailing address is 349 Cemetery Street, Hughesville, PA 17737

(hereinafter referred to as the "you" or "your"), and PENNSYLVANIA TRUST, a Pennsylvania nonprofit trust, whose mailing address is 90 Lawton Lane, Milton, PA 17847 (hereinafter referred to as "us," "we," or "our").

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1. **Consulting Services** - GASB 75 valuation services will be performed for you as set forth in Exhibit A. At your request, you will be provided with additional health and welfare benefits related services or consulting. Such services will be charged and invoiced separately per the terms of Exhibit A: Services Available at Additional Cost. The GASB 75 valuation services and any additional health and welfare benefits related services or consulting will be performed under our contract with CONRAD M. SIEGEL, INC., a Pennsylvania corporation trading and doing business as **Conrad Siegel**, whose mailing address is 501 Corporate Circle, PO Box 5900, Harrisburg, PA 17110-0900.  
For purposes of this Agreement and Exhibit A:
  - 1.1 ERISA means the Employee Retirement Income Security Act of 1974, as amended.
  - 1.2 Code means the Internal Revenue Code of 1986, as amended.
  - 1.3 HIPAA means Health Insurance Portability and Accountability Act of 1996 and the regulations thereunder.
2. **Scope of Engagement** - You agree to provide **Conrad Siegel** with any information, documentation and/or data requested in furtherance of this Agreement and to inform **Conrad Siegel** of any changes thereto. You acknowledge that these services cannot be adequately performed for you unless you diligently perform your responsibilities under this Agreement in a timely manner. Neither we nor **Conrad Siegel** shall be required to verify any information obtained from you, your attorney, accountant or other professionals, and are expressly authorized to rely thereon. All such professionals are hereby given permission by you to provide **Conrad Siegel** with information they may need. To the extent information, documentation and/or data is not provided to them accurately, completely, or timely, you agree to pay the hourly fee for monitoring the receipt of such data or to reprocess or correct any work.
  - 2.1 The services provided pursuant to this Agreement shall not be construed to include legal, accounting, fiduciary, or investment advisory services. If you desire investment advice, you may choose to separately contract with **Conrad Siegel Investment Advisors, Inc.** the wholly owned subsidiary of **Conrad Siegel** or any other investment advisor.  
  
In the course of providing services to you, **Conrad Siegel** may make recommendations regarding plan design, interpretation, and compliance with applicable regulations. You are free at all times to accept or reject any recommendation from them, and you acknowledge that you have the sole authority with regard to the acceptance or rejection of any such recommendation or advice.  
  
The recommendations are based upon the professional judgment of **Conrad Siegel**. Neither they nor we guarantee the results of any of their recommendations. You are free to obtain legal and tax accounting services from any professional source to review the recommendations. You retain absolute discretion over all implementation decisions.
3. **Fees** - Generally, our fee for the services provided under this Agreement shall be made up of certain separate components as described below and in accordance with the fee schedule attached hereto as Exhibit A ("Actuarial and Consulting Services Compensation"). Notwithstanding the provisions of Sections 3 and 3.1 (and Sections 3.2 and 3.3, if applicable) and the provisions of Exhibit A, to the extent that this Agreement has attached hereto an Exhibit D at the request of the Requestor or **Conrad Siegel**, the fee shall be equal to the specified fee in such Exhibit D ("Specified Fee for Services"), provided each and every stated requirement is met. If the Exhibit D was requested by the Requestor and you fail to meet one or more of the stated requirements for the Exhibit D fee, hourly rates as shown in Exhibit B shall apply. The fee shall be billed in arrears no less frequently than quarterly for services completed during the billing period. Payment is due and payable upon invoicing.
  - 3.1 **GASB 75 Valuation Services** - The fee for GASB 75 Valuation Services shall be as described in Exhibit A, unless Exhibit D applies as mentioned above. With respect to each valuation, the amount billed will not exceed the stated estimated maximum charge.
  - 3.2 **Optional Services** - The charges for Optional Services shall be billed in arrears for the period during which these services are completed.
  - 3.3 **Additional Services** - Consulting services listed in Exhibit A under Services Available at Additional Cost shall be provided as described therein. These fees shall be billed in arrears.
  - 3.4 **Late Payment** - In addition to other available remedies, we will be entitled to interest equal to one and one-half percent (1.5%) per month or, if less, the maximum amount permitted by law, on any fee that is due but unpaid by you for more than 30 days.
  - 3.5 **Change in Fee** - If you contract for additional services for which the fee is based on professional time, the fee will be determined in accordance with the hourly rates in effect at the time of service. The hourly fees are set as of each January 1. The current calendar year hourly rates are as set forth in Exhibit B. The hourly fees for subsequent years will not exceed the stated fees by more than 5% per annum.
4. **Assignment** - Neither party may assign this Agreement without the prior consent of the other party. Both parties acknowledge and agree that transactions that do not result in a change of actual control of management shall not be considered an assignment.
5. **Confidentiality** - Except as required by applicable law, rule or regulation, or in order to perform the services contemplated by this Agreement, both parties agree to treat information provided in connection with this Agreement as confidential and to cause their business associates to do likewise, except that Requestor authorizes **Conrad Siegel** to release the results of its GASB 75 valuation services to Pennsylvania Trust for statistical purposes.

6. **HIPAA Privacy and Security** - Except as required by applicable law, rule or regulation, or in order to perform the services contemplated by this Agreement, we will comply with the HIPAA Privacy Rule and Security Rule as further set forth in Exhibit C the Business Associate Agreement that we execute with you. Further, we represent to you that we have executed a similar Business Associate Agreement with **Conrad Siegel**.

7. **Conflicts of Interest** - Since this Agreement is with the named Requestor with respect to health and welfare benefit plans, the services shall be based upon the joint objectives of the named Requestor and the Plan Administrator of the plans as communicated to us by you, collectively. Both we and **Conrad Siegel** shall be permitted to rely upon instructions and/or information received from you collectively, unless and until instructed otherwise in writing. Neither we nor they shall be responsible for any claims or damages resulting from such reliance or from any change in the status of the relationship between the named Requestor and any of your employees that you appoint to communicate with us.

8. **Client Representations, Warranties, and Acknowledgements** - You represent and warrant to us that the terms and conditions of this Agreement are consistent with the terms of your health and welfare benefit plan documents. This Agreement has been duly authorized by the appropriate corporate or other action and when so executed and delivered shall be binding in accordance with its terms. You agree to promptly deliver such corporate resolution or other action authorizing this Agreement at our request.

You agree to provide **Conrad Siegel** with the information, documentation and/or data that they may request in furtherance of this Agreement or related to your health and welfare benefit needs, goals, or objectives in the manner and within the time frame requested, either directly from you or through your designated attorney, accountant, or other professional advisors. You represent that such information, documentation and/or data is complete and accurate at the time of provision and warrant that you will promptly inform them in writing if and when such information, documentation and/or data becomes incomplete or inaccurate during the term of this Agreement. You acknowledge that **Conrad Siegel** is authorized to rely upon any information received from such attorney, accountant, or other professional advisor and are not required to verify the accuracy of the information.

As the Plan's Sponsoring Employer and Plan Administrator, you represent that you will furnish true and complete copies of all documents establishing and governing the health and welfare benefit plans and evidencing your authority to execute this Agreement and that you will promptly furnish any amendments to the plans.

9. **Entire Agreement** - This Agreement and the Exhibits annexed hereto, which Exhibits are incorporated herein by reference and made a part hereof, constitute the entire Agreement between the parties and supersedes all understandings, agreements (oral and written), or representations with respect to the subject matter hereof. This Agreement may only be amended, revised or modified with our written consent. Each party acknowledges that no representation, inducement or condition not set forth herein has been made or relied upon by any party.

10. **Waiver** - No failure by us to exercise any right, power, or privilege that we may have under this Agreement shall operate as a waiver thereof. Further, no waiver of any deviation from, or breach of, this Agreement by you shall be deemed to be a waiver of any subsequent deviation or breach.

11. **Termination** - This Agreement shall terminate on December 31, 2024.

We may discontinue the services being performed under this Agreement or terminate this Agreement upon 30-days prior written notice if you fail to pay our fees or otherwise materially breach this Agreement without curing the breach.

Termination of this Agreement will not affect: (A) the validity of any action previously taken by us under this Agreement; (B) liabilities or obligations of the parties from transactions initiated before termination of this Agreement; or (C) your obligation to pay us fees that have already been earned under this Agreement. Upon the termination of this Agreement, we will not have any continuing obligation to take any action, except as described in this paragraph. If you terminate our services, the balance (if any) of our unearned fees shall be refunded to you and the balance (if any) of our earned fees shall be charged to you. **Conrad Siegel** will not prepare a final report, unless you so direct and agree to the payment of our full fee for such report.

Upon termination of this Agreement, **Conrad Siegel** shall retain all files as required by the rules governing actuaries; however, you shall be entitled to receive copies of your files upon request. The files shall be treated as confidential as provided under this Agreement. The terms of any Business Associate Agreement regarding compliance with the HIPAA Privacy Rule and Security Rule shall survive this Agreement. Copies of the files will be forwarded as you direct, provided all our earned fees have been paid. The cost of copying will be charged to you.

12. **Indemnification** - You the named Requestor agree to indemnify and hold both us and **Conrad Siegel** harmless against any and all claims, actions, expenses and liabilities suffered or incurred by either us or **Conrad Siegel** and relating to or arising from this Agreement that result from you, your attorney, accountant, or other professional advisor, or a prior recordkeeper or insurer for a health or welfare benefit plan supplying incorrect or untimely information or are caused by the action or inaction of one or more of such persons. We shall indemnify and hold you harmless against any and all claims, actions, and expenses and liabilities suffered or incurred by you and relating to or arising from this Agreement that are directly related to the negligent provision of services, but not in excess of the fees paid under this Agreement for the twelve-month period immediately preceding the occurrence giving rise to the claim.

13. **Force Majeure** - Neither the parties nor their business associates will be held liable for failure to fulfill the obligations under this Agreement if the failure is caused by flood, extreme weather, fire, or other natural calamity, acts of governmental agency, or similar causes beyond the control of the party failing to perform. The terms for the performance will be increased to a reasonable period of time.

14. **Notices** - Any notice or correspondence required in connection with this Agreement will be deemed effective upon receipt if delivered to the party at the appropriate address listed above unless (a) the party has notified the other party(ies) of another address in writing or (b) you have consented in writing to receive such notice, correspondence, or other communication by facsimile or electronic delivery (e.g., e-mail). All of your directions (unless otherwise provided herein) shall be in writing. Both we and **Conrad Siegel** shall be protected in relying upon any such direction, notice, or instruction until advised in writing of changes therein.

## Pennsylvania Trust

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15. **Counterparts** - This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. The execution of this Agreement may be by actual or facsimile signature.

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16. **Severability** - If any provision of this Agreement is deemed to be invalid or unenforceable or is prohibited by the laws of the state or jurisdiction where it is to be performed, this Agreement shall be considered divisible as to such provision and such provision shall be inoperative in such state or jurisdiction. The remaining provisions of this Agreement shall be valid and binding and of full force and effect as though such provision were not included.

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17. **Governing Law, Venue, and Jurisdiction** - This Agreement and any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to its execution, its validity, the obligations provided herein or

performance shall be governed or interpreted according to the internal laws of the Commonwealth of Pennsylvania without regard to choice of law considerations. Any action, suit or proceeding arising out of, under or in connection with this Agreement seeking an injunction shall be brought and determined in the appropriate federal or state court in the Commonwealth of Pennsylvania and in no other forum. The parties hereby irrevocably submit to the jurisdiction of any such state court or federal court having jurisdiction in the Commonwealth of Pennsylvania in any such suit, action or proceeding arising out of or relating to this Agreement.

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18. **Section or Paragraph Headings** - Section headings herein have been inserted for reference only and shall not be deemed to limit or otherwise affect, in any matter, or be deemed to interpret in whole or in part any of the terms or provisions of this Agreement.

## Pennsylvania Trust

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By each party executing this Agreement they acknowledge and accept their respective rights, duties, and responsibilities hereunder. This Agreement is only effective upon our execution below.

Requestor: East Lycoming School District

By: \_\_\_\_\_  
Signature Date

Title: \_\_\_\_\_

Pennsylvania Trust

By: Brian A. Manning 03/08/2023  
Signature Date

Title: Chairperson

EXHIBITS: A, B, C

# EXHIBIT A

## ACTUARIAL AND CONSULTING SERVICES COMPENSATION

### GASB 75 Valuation Services

The GASB 75 Valuation Service will be performed by the actuaries and employees of **Conrad Siegel** under our contract with them. The services will include the following:

- Preliminary discussion with you
- Collection of relevant census and benefit plan information
- Preparation of GASB 75 Actuarial Valuation
- Discussion with you regarding results of the valuation, if necessary

Fee for GASB 75 Valuation Service per valuation is based on group size and the level of complexity.

Size	Level of Complexity		
	Simple	Average	Complex
Small Group	\$3,675	\$5,300	\$6,400
Medium Group	\$4,800	\$6,400	\$7,500
Large Group	\$5,925	\$7,525	\$8,625

Group size is defined as follows:

- Small Group: < 200 participants  
Medium Group: 201 to 500 participants  
Large Group: > 500 participants

Complexity is determined based on number of plan and benefit designs and number of subgroups requested. **Conrad Siegel** will determine the level of complexity. To the extent the complexity is determined to be between two levels, the midpoint of the two values shown will be used for the fee.

### Optional Services

- Valuation calculations under alternative parameters  
**\$500 - \$1,000 per run**
- Preparation of supplemental year-end calculations prepared in between valuations if it is deemed that updated assumptions (e.g. discount rate) should be used, or for other reasons requested by the school entity.  
**\$550 per calculation**

# EXHIBIT A

## ACTUARIAL AND CONSULTING SERVICES COMPENSATION

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Services Available at Additional Cost	Time and Expense
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If a service that is not previously described in this agreement is requested or needed, this additional service will be made available and will be performed by the actuaries and employees of **Conrad Siegel** under our contract with them. We will bill you based on the time spent on the project and the current hourly rates for the staff involved in the project. You may request a cost estimate before commencing the project. You may also request a statement of the current hourly rates at any time. A statement of these rates as of the current calendar year is attached to this Agreement.

- Actuarial studies
- Other services requested
- Consultation regarding plan design and cost controls
- Consultation regarding alternative assumptions and parameters including alternative experience studies
- Consultation regarding legal requirements pertaining to plan documentation
- On site meetings or presentations - Time for meetings includes preparation, travel time door to door and all time spent at your facilities



## **EXHIBIT B**

### **Statement of 2023 Hourly Rates**

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As indicated in the Agreement, services for which the fee is based on professional time, the fee will be determined in accordance with our hourly rates in effect at the time of service. We set our hourly fees as of each January 1 for all clients.

Hourly rates applicable for the period January 1, 2023 through December 31, 2023 are as follows:

- Actuarial Consultants: \$330 to \$390
- Non-Actuarial Consultants: \$330
- Actuarial Analysts: Range from \$160 to \$285

Note: As indicated in Exhibit A, you may request an estimate of our cost before commencing work based on our hourly rates. You may also request a statement of our current hourly rates at any time.

# EXHIBIT C

## BUSINESS ASSOCIATE AGREEMENT REGARDING COMPLIANCE WITH HIPAA PRIVACY RULES

Pursuant to the GASB 75 Valuation and Related Services Agreement, Pennsylvania Trust through its business associate **Conrad Siegel** (hereinafter referred to as “**CS**”) shall provide actuarial services including the preparation of GASB 75 Valuation Reports for the Requestor that involve the use of individually identifiable health information on behalf of a covered entity under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). This Agreement supplements and is made a part thereof.

### Section 1. Definitions

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the Privacy Rule.

- (a) **Breach** – Breach shall have the same meaning as the term “breach” in § 164.402.
- (b) **Business Associate** – Business Associate shall mean **CS** and as further defined by § 160.103.
- (c) **Group Health Plan** – Group Health Plan shall mean the plan that is the subject of the GASB 75 Valuation Report which constitutes a covered entity under the Privacy Rules.
- (d) **Individual** – Individual shall have the same meaning as the term “individual” in § 160.103 and shall include persons who qualify as a personal representative in accordance with § 164.502(g).
- (e) **Privacy Rule** – Privacy Rule shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 Code of Federal Regulations Part 160 and Part 164, Subparts A and E, as in effect or as amended, that are herein referenced by section number.
- (f) **Protected Health Information** – Protected Health Information (also referred to herein as individually identifiable health information or PHI) is health information (including demographic information collected from an individual and genetic information) that: (1) is created or received by Business Associate from or on behalf of Group Health Plan; and (2) relates to the past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and that identifies the individual; or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.
- (g) **Required By Law** – Required By Law shall have the same meaning as the term “required by law” in § 164.103.
- (h) **Secretary** – Secretary shall mean the Secretary of the Department of Health and Human Services (HHS) or his designee.
- (i) **Security Incident** - Security incident means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system as defined by § 164.304.
- (j) **Security Rule** – Security Rule shall mean the security requirements of 45 Code of Federal Regulations Part 164, Subpart C, as in effect or as amended that are herein referenced by section number.
- (k) **Subcontractor** – A business associate of **CS** that that creates, receives, maintains, or transmits protected health information on its behalf.
- (l) **Unsecured Protected Health Information** - Unsecured Protected Health Information means Protected Health Information that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary as further prescribed in the guidance issued under section 13402(h)(2) of Public Law 111–5.

### Section 2. Obligations and Activities of Business Associate

**CS** agrees that it will:

- (a) Not use or disclose PHI other than as permitted or required by the Agreement or as Required By Law;

## EXHIBIT C

- (b) Use appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Agreement;
- (c) Maintain administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic PHI that it creates, receives, maintains, or transmits on behalf of Group Health Plan as required by the Security Rule;
- (d) To the extent it is to carry out Group Health Plan's obligation under the Privacy Rule related to this contract, comply with the requirements of the Privacy Rule that apply to Group Health Plan in the performance of such obligation;
- (e) Report to Group Health Plan as of the end of any calendar year quarter any improper use or disclosure of PHI, including any security incident, of which it becomes aware that does not constitute a Breach covered under Section 6;
- (f) Ensure that any Subcontractors who create, receive, maintain, or transmit electronic PHI on behalf of **CS** with respect to Group Health Plan agree to the same restrictions and conditions that apply through this Agreement to **CS** with respect to such information, including: (i) implementing and maintaining reasonable and appropriate safeguards to protect PHI; and (ii) promptly notifying **CS** of any use, disclosure, or security incident of which it becomes aware, including breaches of Unsecured Protected Health Information;
- (g) Mitigate, to the extent practicable, any harmful effect that is known to it of a use or disclosure of PHI in violation of the requirements of this Agreement by it or its agent (including a workforce member or subcontractor) acting within the scope of the agency;
- (h) Terminate the contract or arrangement it has with a Subcontractor if it has knowledge that the subcontractor has engaged in a pattern of activity or practice that constitutes a material breach or violation of the Subcontractor's obligation under the contract or other arrangement, but only if the termination is feasible and only after it has taken reasonable steps to cure the breach or end the violation, as applicable, and such steps are unsuccessful;
- (i) Make available PHI, at the request of Group Health Plan, to Group Health Plan or, as directed by Group Health Plan, to an Individual in order to meet the requirements under § 164.524 within 10 business days of the request;
- (j) Make available PHI for amendment and incorporate any amendments to PHI that Group Health Plan directs or agrees to pursuant to § 164.526 at the request of Group Health Plan or an Individual within 10 business days of the request;
- (k) Document such disclosures of PHI and information related to such disclosures in accordance with § 164.528 and provide such information to Group Health Plan or an Individual, within 10 business days;
- (l) Make its internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI on behalf of Group Health Plan that it creates, receives, maintains, or transmits available to the Secretary, in a time and manner designated by the Secretary, for purposes of the Secretary determining compliance with the Privacy Rule.

### Section 3. Permitted Uses and Disclosures by Business Associate

- (a) Except as otherwise limited in this Agreement, **CS** may use or disclose Protected Health Information on behalf of, or to provide services to, Group Health Plan, subject to the Privacy Rule and the minimum necessary policies and procedures of Group Health Plan:
  - (1) Review health care claims for reimbursement under a Health Care Reimbursement Account.
  - (2) Review health care claims and payment.
  - (3) Coordination of benefits.
  - (4) Health care claim status.
  - (5) Enrollment and disenrollment in a health plan.
  - (6) Eligibility for a health plan.
  - (7) Health plan premium payments.
  - (8) Referral certification and authorization.

## EXHIBIT C

(9) First report of injury.

(10) Health claims attachments.

**Data Aggregation Services** - The Plan Administrator for Group Health Plan hereby authorizes and directs **CS** to provide it with data aggregation services as a part of providing the contracted services. Data aggregation, with respect to PHI received by **CS** in its capacity as the business associate of Group Health Plan, is the combining of such PHI by **CS** with PHI received by **CS** in its capacity as a business associate of one or more other covered entities under the Privacy Rule that have also granted this data aggregation service authorization, to permit the creation of data for analyses that relate to the health care operations of the respective covered entities. In connection with these services, the actual PHI received from one covered entity shall not be provided to another covered entity.

- (b) **CS** shall be permitted to disclose the PHI in its possession to a third party for the purpose of **CS's** proper management and administration or to fulfill any legal responsibilities of **CS** under the Privacy Rule and as an employer of enrolled actuaries; provided, however, that the disclosures are Required By Law or **CS** has received from the third party written assurances that (i) the information will be held confidentially and used or further disclosed only as required by law or for the purposes for which it was disclosed to the third party; and (ii) the third party will notify the **CS** of any instances of which it becomes aware in which the confidentiality of the information has been breached.
- (c) If this Agreement provides for payment activity-type services on behalf of more than one group health plan, **CS** may use or disclose PHI obtained as a business associate of one group health plan when undertaking such activities as a business associate of another group health plan. Each group health plan that is a party to this contract hereby authorizes this use or disclosure where this is necessary to secure payment.

**CS** may de-identify any and all PHI created or received by **CS** under this Agreement; provided, that the de-identification conforms to the requirements of the Privacy Rule.

### Section 4. Obligations of Group Health Plan

- (a) **Use of e-mail** - Whenever possible, only summary health information should be transmitted to **CS**. If it is necessary to use e-mail to communicate PHI, the PHI is to be confined to a password-protected PDF file attachment. In the alternative, e-mail may refer the recipient to an on-line document that only the recipient (or a similarly authorized person) is able to open. The Group Health Plan is responsible for compliance with the Privacy and Security Rules with respect to any PHI it transmits.
- (b) **Provisions for Group Health Plan to Inform Business Associate of Privacy Practices and Restrictions**
  - (1) Group Health Plan shall notify **CS** in writing of any limitation(s) in its notice of privacy practices in accordance with § 164.520, to the extent that such limitation may affect **CS's** use or disclosure of Protected Health Information. Group Health Plan agrees that it has included, and will include, in its Notice of Privacy Practices required by the Privacy Rule that it may disclose PHI for the purposes described in this Agreement.
  - (2) Group Health Plan shall notify **CS** in writing of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect **CS's** use or disclosure of PHI.
  - (3) Group Health Plan shall notify **CS** in writing of any restriction to the use or disclosure of PHI to which it has agreed in accordance with § 164.522, to the extent that such restriction may affect **CS's** use or disclosure of PHI.
  - (4) Group Health Plan shall mitigate, to the extent practicable, any harmful effect that is known to it of a use or disclosure of PHI in violation of the requirements of this Agreement.
- (c) **Permissible Requests by Group Health Plan**

Group Health Plan shall not request **CS** to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Group Health Plan, except as provided in this Agreement regarding data aggregation services.

### Section 5. Acknowledgement of Direct Responsibility for Compliance with HIPAA

## EXHIBIT C

**CS** hereby acknowledges that it is fully and directly responsible for compliance with the HIPAA Privacy and Security Rules as those rules were amended by the Health Information Technology for Economic and Clinical Health Act (HITECH). **CS** further acknowledges that it is subject to the civil and criminal enforcement provisions for failure to comply with these rules.

### Section 6. Reportable Breach

- (a) **Reporting of Breach to Privacy Officer** - If a Breach should occur as that term is defined in § 164.402, **CS** shall report the Breach of Unsecured Protected Health Information to the Privacy Officer of the Group Health Plan as soon as administratively possible under the circumstances, but in no instance in more than 10 business days after the event is known to an innocent employee or other agent of **CS**, with one exception. **CS** will honor any requested delay made by a law enforcement official that is made in accordance with § 164.412. The Notice of Breach shall contain all the information required under §§ 164.404(c) and 164.410(c). **CS** will also provide to the Privacy Officer of the Group Health Plan information it has regarding who committed the Breach and to whom disclosure was made if this information is relevant to the risk assessment.
- (b) **Reporting of Breach to Individuals** - The Privacy Officer of the Group Health Plan shall remain primarily responsible for providing Notice of Breach to the individuals whose PHI was compromised. In the event of a reportable Breach occurring with respect to Unsecured Protected Health Information while in the possession of **CS**, **CS** will prepare and mail Notices of Breach to the individuals upon the Group Health Plan's provision of the last known address for the individuals. **CS** will assist the Privacy Officer of the Group Health Plan with any report required by HHS. As required under the regulation, the Privacy Officer of the Group Health Plan must make any required media report.

### Section 7. Term and Termination

- (a) **Term** - The term of this Agreement shall be effective as of January 1, 2022, and shall terminate when all of the Protected Health Information provided by Group Health Plan to **CS**, or created or received by **CS** on behalf of Group Health Plan, is destroyed or returned to Group Health Plan, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
- (b) **Termination for Cause** - If Group Health Plan believes it has knowledge of a pattern of activity or practice of **CS** that constituted a material breach or violation of **CS**'s obligation under this Agreement including any material breach or violation of its Security Rule compliance obligation, Group Health Plan shall immediately inform **CS** of such belief. **CS** shall respond to such notice within 10 business days with a determination as to whether there has been such a breach or violation. If such a breach or violation is determined to exist, **CS** shall take reasonable steps to cure the breach or end the violation, as applicable, and, if such steps are unsuccessful in the judgment of Group Health Plan, Group Health Plan may elect to terminate this Agreement upon 30 days advanced written notice. Any federal return/report due within 90 days of such notice shall be prepared by **CS** in return for the fee otherwise payable for this service under the underlying agreement governing the provision of administrative services.
- (c) **Effect of Termination**
  - (1) Except as provided in Section 7(c)(2), upon termination of this Agreement, for any reason, **CS** shall return or destroy all Protected Health Information received from Group Health Plan, or created or received by **CS** on behalf of Group Health Plan. This provision shall apply to PHI that is in the possession of **CS**'s subcontractors and other agents. **CS** shall retain no copies of the PHI.
  - (2) In the event that **CS** determines that returning or destroying the Protected Health Information is infeasible due to (i) the reliance of Group Health Plan on **CS** to preserve its records for purposes of future audits of compliance with ERISA and/or Internal Revenue Code sections 105 and 125; (ii) the need to comply with retention requirements imposed on enrolled actuaries; or (iii) the preservation of electronic files for business continuity purposes, **CS** shall apply the protections of this Agreement to the PHI and shall not deliberately use or disclose any PHI in its computer system, backup system files, or paper files, except as needed to comply with an audit requested by the State or Federal government or Group Health Plan or to demonstrate compliance with retention requirements governing enrolled actuaries.

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- (3) Documentation of PHI disclosures and information related to such disclosures shall be maintained for a period of 6 years following the date of the accountable disclosure.

### Section 8. Miscellaneous

- (a) **Amendment** - The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary to comply with the requirements of the Privacy and Security Rules.
- (b) **No Third Party Beneficiaries** - Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the parties and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
- (c) **Survival** - The respective rights and obligations of **CS** under Section 7(c)(2) and (3) of this Agreement shall survive the termination of this Agreement.
- (d) **Interpretation** - Any ambiguity in this Agreement shall be resolved to permit Group Health Plan and **CS** to comply with the Privacy and Security Rules.
- (e) **Section References** – All regulatory references contained herein are to the 45 Code of Federal Regulations.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Business Associate: Pennsylvania Trust

By: Brian A. Manning 03/08/2023  
Signature Date

Title: Chairperson

Requestor: East Lycoming School District

By: \_\_\_\_\_  
Signature Date

Title: \_\_\_\_\_

**FIXED PRICE  
NSLP PROJECTED OPERATING COSTS**

School Food Authority	EAST LYCOMING SD	Contract Begin Date	7/1/2023
FSMC Name	The Nutrition Group	Contract End Date	6/30/2024
		Days of Service	179

Section 1 - Actual "In-School" Revenue To Be Completed By SFA (Include SSO Reimbursements, if applicable)			
<b><u>BREAKFASTS:</u></b>	<b><u>MEALS</u></b>	<b><u>RATES</u></b>	<b><u>REVENUE</u></b>
Elementary Paid	20,227	\$1.00	\$20,227.00
Elementary Tiered Paid	-	-	-
Elementary Reduced	2,864	\$0.30	\$859.20
Middle Paid	-	-	-
Middle Tiered Paid	-	-	-
Middle Reduced	-	-	-
Secondary Paid	1,432	\$1.10	\$1,575.20
Secondary Tiered Paid	-	-	-
Secondary Reduced	179	\$0.30	\$53.70
Adult Paid	-	-	-
A la Carte Sales	-	-	-
<b>Subtotal Breakfasts</b>	<b>24,702</b>		<b>\$22,715.10</b>
<b><u>LUNCHES:</u></b>			
Elementary Paid	46,719	\$2.05	\$95,773.95
Elementary Tiered Paid	-	-	-
Elementary Reduced	3,401	\$0.40	\$1,360.40
Middle Paid	-	-	-
Middle Tiered Paid	-	-	-
Middle Reduced	-	-	-
Secondary Paid	35,800	\$2.15	\$76,970.00
Secondary Tiered Paid	-	-	-
Secondary Reduced	2,148	\$0.40	\$859.20
Adult Paid	9,308	\$1.00	\$9,308.00
A la Carte Sales	98,629	\$1.00	\$98,629.00
<b>Subtotal Lunches</b>	<b>196,005</b>		<b>\$282,900.55</b>
<b><u>SNACKS/SUPPLEMENTS:</u></b>			
Paid	-	-	-
Reduced-Price	-	-	-
Adult Paid	-	-	-
A la Carte Sales	-	-	-
<b>Subtotal Snacks/Supplements</b>	<b>-</b>		<b>-</b>
<b><u>OTHER:</u></b>			
Special Milk			-
Vending Machine Sales			-
<b>Subtotal Other</b>			<b>-</b>
<b>Total "In-School" Revenue</b>	<b>220,707</b>		<b>\$305,615.65</b>

For DFN use only:

**FIXED PRICE**  
**NSLP PROJECTED OPERATING COSTS**

School Food Authority

EAST LYCOMING SD

Contract Begin Date

7/1/2023

<b>Section 3 - State Reimbursements</b>			
<b>To Be Completed By SFA (include SSO Reimbursements, if applicable)</b>			
<b><u>BREAKFASTS:</u></b>	<b><u>MEALS</u></b>	<b><u>RATES</u></b>	<b><u>Reimbursements</u></b>
Free	-	-	-
Free, Severe Need	37,411	\$0.10	\$3,741.10
Reduced	-	-	-
Reduced, Severe Need	3,043	\$0.10	\$304.30
Paid	21,659	\$0.10	\$2,165.90
<b>Subtotal Breakfasts</b>	<b>62,113</b>		<b>\$6,211.30</b>
<b><u>LUNCHES:</u></b>			
Free	77,149	\$0.10	\$7,714.90
Reduced	5,549	\$0.10	\$554.90
Paid	82,519	\$0.10	\$8,251.90
Additional amount for Lunch if Breakfast participation <=20%	65,693	\$0.02	\$1,313.86
Additional amount for Lunch if Breakfast participation >20%	99,524	\$0.04	\$3,980.96
<b>Subtotal Lunches</b>	<b>165,217</b>		<b>\$21,816.52</b>
<b>Total State Reimbursement</b>	<b>227,330</b>		<b>\$28,027.82</b>
<b>Section 4 - Other Income</b>			
<b>To be completed by SFA</b>			
Other Income: Internal Catering (Special Functions)			\$5,549.00
Other Income: External Catering (To Outside Organizations)			\$6,944.43
Other Income: Sponsor-to-Sponsor Agreements (Sold to other Sponsors of Child Nutrition Programs)			-
Interest Income			-
<b>Total Other Income</b>			<b>\$12,493.43</b>
<b>Revenue Summary</b>			
Total "In-School Revenue"			\$305,615.65
Total All Reimbursements			\$578,576.33
Total Other Income			\$12,493.43
<b>Total Revenue</b>			<b>\$896,685.41</b>
Commodity Usage @	\$0.3000	165,217	(\$49,565.10)

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**NSLP PROJECTED OPERATING COSTS**

School Food Authority

EAST LYCOMING SD

Contract Begin Date

7/1/2023

**Section 5 - Meal Equivalents**

**A la Carte Meal Equivalents:**

Federal reimb. - free, high lunch	\$0.0000	A la carte revenue	\$98,629.00
Federal reimb. - free, low lunch	\$4.3300	Adult meal revenue	\$9,308.00
Performance Based reimb.	\$0.0800	Vending Sales	-
State reimb. - free, lunch	\$0.1000		\$107,937.00
Commodity Usage	\$0.3000		
<b>Total</b>	<b>\$4.8100</b>	<b>Meal Equivalents</b>	<b>22,440</b>
		<b>Reimbursable Meals</b>	<b>227,330</b>
		<b>Total Meals</b>	<b>249,770</b>

**Section 6 - SFA Costs**

To be complete by SFA (if applicable)

**TOTAL COST**

**EXPENSES:****Direct Labor and Benefits**

SFA Labor Costs (must equal to grand total on Attachment FP 6) \$233,328.94

SFA Fringe Costs (must equal to grand total on Attachment FP 7) \$95,363.19

**Subtotal Labor and Benefits** **\$328,692.13**

**Direct Costs (Must itemize)**

**Subtotal Direct Costs** **-**

**Indirect Costs (Must itemize)**

**Subtotal Indirect Costs** **-**

**Sub-total SFA Costs** **\$328,692.13**

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**FIXED PRICE**  
**NSLP PROJECTED OPERATING COSTS**

School Food Authority

EAST LYCOMING SD

Contract Begin Date

7/1/2023

<b>Section 4 - FSMC Costs</b>	
<b>To be completed by FSMC</b>	
<b>Projected Total Meals:</b>	<b>249,770</b>
<b><u>EXPENSES:</u></b>	<b><u>COST PER MEAL</u></b>
<b>Food Cost-Including Commodities</b>	<b>\$1.7319</b>
Enter the amounts of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Bonus Commodity Value (Do not include rebates, discounts and credits)	
<b>Commodity Delivery Charge</b>	<b>\$0.0080</b>
<b>Direct Labor and Benefits</b>	
FSMC Labor Costs (Must equal to grand total on Attachment FP4)	\$0.2165
FSMC Fringe Costs (Must equal to grand total on Attachment FP5)	\$0.0557
<b>Subtotal Labor and Benefits</b>	<b>\$0.2722</b>
<b>Direct Costs</b>	
Accounting	\$0.0168
Background Checks, Fingerprinting, and/or Drug Testing	-
Car/Truck Rental and/or Mileage	\$0.0055
China, Silverware, Glassware	-
Cleaning and Janitorial Supplies	\$0.0382
Computer and Technology	\$0.0004
Courier Services (Air & Ground)	-
Dues/Subscriptions	-
Employee Meals	-
Employee Recruitment and Advertising	-
Equipment Depreciation/Rental/Buy Back Investment	-
Equipment Maintenance	-
Equipment Repairs	-
Equipment Replacement - Expendable	\$0.0004
Freight and Delivery Charges	-
Insurance (Liability, Workman's Compensation, Vehicle, etc.)	\$0.0126
Licenses and/or Permits	-
Office Supplies and Printing	\$0.0008
Paper Products and Disposable Supplies	\$0.0618
Payroll Processing	-
Performance Bond	-
POS Systems, Support and Service	-
Postage	-
Promotional Materials (Program Specific)	\$0.0151
Smallware/Replacement Wares	-
Staff Training and Certification	\$0.0131
Storage Costs (Food and/or Supplies)	-
Taxes (sales and other)	-
Telephone, including Mobile and Internet	-
Tickets, tokens	-
Trash Removal and Pest Control	-

For DFN use only:

**FIXED PRICE**  
**NSLP PROJECTED OPERATING COSTS**

School Food Authority	<u>EAST LYCOMING SD</u>	Contract Begin Date	<u>7/1/2023</u>
Uniforms, Linens, and Laundry			\$0.0033
Vending Rental			-
Wellness Programs and materials			-
		<b>Subtotal Direct Costs</b>	<b>\$0.1681</b>
<b>Other Costs included in the RFP (Section Q) required of the FSMC by the SFA (Must Itemize)</b>			
			-
			-
			-
		<b>Subtotal Other Costs</b>	-
<b>Less: All costs related to Special Functions (enter as a negative number)</b>			<b>(\$0.0124)</b>
<b>Less: All costs related to Catering (enter as a negative number)</b>			-
<b>Less: All costs related to PDE 3086 Agreement(s) (enter as a negative number)</b>			-
<b>Administrative Fee <sup>1</sup></b>			
(Cannot include any cost already covered in other categories)			
Corporate Overhead: BusinessOffice Expense			\$0.0613
Corporate Overhead: Upper Management Expense			\$0.0350
Corporate Overhead: Support Service Expense			\$0.0131
		<b>Subtotal Administrative Fee</b>	<b>\$0.1094</b>
<b>FSMC Management Fee</b>			<b>\$0.0437</b>
Enter the fee that will be charged to manage the program			
<b>Subtotal FSMC Cost Per Meal</b>			<b>\$2.3209</b>
<b>Less Rebates, Discounts and Applicable Credits (Enter as a negative number)</b>			<b>(\$0.0671)</b>
<b>Total FSMC Cost Per Meal</b>			<b>\$2.2538</b>

<sup>1</sup> Documentation must be provided outlining all methodologies used to calculate the Administrative Fees on FP9.

**Section7 - FSMC Costs (continued)**

Select whether there is a Guarantee

There is a Guarantee

<b>Guarantee to SFA <sup>2</sup></b>	<b><u>\$0.00</u></b>	Cost per meal x meals	\$562,931.91
		Special Functions	\$3,097.15
		Catering	-
		PDE-3086	-
		Commodity	(\$49,565.10)

For DFN use only:

**FIXED PRICE**  
**NSLP PROJECTED OPERATING COSTS**

School Food Authority EAST LYCOMING SD Contract Begin Date 7/1/2023

<sup>2</sup> Guarantee to SFA - If there is a Guarantee, documentation must be provided outlining all formulas, methodologies and contingencies on FP10; regardless of Guarantee amount. **TOTAL COST** **\$516,463.96**

**Total FSMC Costs** **\$516,463.96**

**Section 8 - Contract Summary**

**SUMMARY**

Total Revenue		\$896,685.41
SFA Costs		\$328,692.13
Total FSMC Costs	Fact Sheet <sup>3</sup> →	\$516,463.96

<sup>3</sup> When entering the Total Contract Cost on the PEARS Fact Sheet, add the CACFP and SFSP Total Cost if applicable.

**School Nutrition Program-Profit or (Loss)** **\$51,529.33**

For DFN use only:

**To:** East Lycoming School District  
349 Cemetery Street  
Hughesville, PA 17737

**Date:** March 21, 2023

Attention: Bryan McCaffery

**Job Name:** East Lycoming HS RTU Controls

PA Costars Contract #: COSTARS-028-E22-033

PA Costars Vendor #: 360592

Automated Logic (ALC) respectfully submits the following proposal to provide a WebCTRL license for use at East Lycoming School District and provide controls to 16 new RTU's for the High School.

#### INCLUDED IN OUR SCOPE OF WORK

Automated Logic shall:

- Provide (1) one new WebCTRL software license to be used at East Lycoming School District. (One license can support unlimited users and multiple buildings)
- Provide (16) new ethernet controllers for RTU control.
- Provide (16) new thermostats with humidity and CO2 for zone control.
- Provide (16) new current sensing relays for fan status.
- Provide (16) new averaging temperature sensor for mixed air temperature readings.
- Provide (32) new duct temperature sensors for supply and return air temperature readings.
- Provide electrical install for new controls.
- Provide electrical install from the new controller to the closest IT closet for IP connection.
- Provide labor to install the new WebCTRL software on a school provided server.
- Provide labor to verify operation of the new controls.
- Provide labor for software engineering for this project.
- Provide labor for engineered controls drawings for this project.
- Provide labor for new unit graphics for all the units added to the new controls.
- Provide updated As-built drawings for this project.
- Provide 8 hrs. of customer training.

#### PRICING

This project represents an investment of:

Price for Project..... \$128,378.00

## YOUR RESPONSIBILITIES

- Coordinate with ALC on a project schedule.
- Provide access to spaces needed to complete this project.
- Provide a computer and IT networking for the ALC software and router communication.
- Provide 17 new IP Address one for the computer and 16 for the controllers.

## NOTES & CLARIFICATIONS

- The proposed price is subject to unmodified acceptance of the attached Terms and Conditions of Sale.
- Proposal based on performing work during normal working hours (Monday - Friday, 0700 – 1530); This proposal is valid for a period of thirty (30) days after which time it will be subject to change or withdrawal.
- This proposal does not contain patching; painting; if required; overtime; after hours work; permits, if required; equipment trim control wiring or asbestos removal, if required.
- **This proposal is based on approved unit submittals provided.**
- **Automated Logic controllers are currently on a 8 week lead time.**
- This proposal does not include PA sales tax.
- Payment schedule is 50% upon order, with progress billing to completion. Terms are Net 10 days.

Do not hesitate to call me at 717.497.1979 with any questions regarding scope or coverage. I thank you for the opportunity to serve you!

Respectfully,

*Mitchell Megonnell*

**Mitchell Megonnell**  
Service Sales

PROCEED AS INDICATED:

AUTOMATED LOGIC

CUSTOMER:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

## TERMS AND CONDITIONS OF SALE

### AUTOMATED LOGIC CONTRACTING SERVICES, INC & AUTOMATED LOGIC-CANADA, LTD

1. **PAYMENT AND TAXES** – Payment shall be made net 30 days from date of invoice. Automated Logic reserves the right to require cash payment or other alternative method of payment prior to shipment or completion of work if Automated Logic determines, in its sole discretion, that Customer or Customer's assignee's financial condition at any time does not justify continuance of the net 30 days payment term. In addition to the price, the Customer shall pay Automated Logic any taxes or government charges arising from this Agreement. If Customer claims any such taxes do not apply to transactions covered by this Agreement, Customer shall provide Automated Logic with acceptable tax exemption certificates. Payment for service agreements shall be due and payable in advance of services being rendered.

2. **SCOPE OF WORK/EXCLUSIONS** – Repair to building construction, plastering, patching and painting are excluded. Customer agrees to provide Automated Logic with required field utilities (electricity, toilets, drinking water, receiving dock, project hoist, elevator service, etc.) without charge. Automated Logic agrees to keep the job site clean of debris arising out of its own operations. Customer shall not back charge Automated Logic for any costs or expenses without Automated Logic's written consent. Unless specifically noted in the statement of the scope of work or services undertaken by Automated Logic under this Agreement, Automated Logic's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment hazards or dangerous substances, to include but not be limited to asbestos or PCBs, discovered in or on the premises.

Certain exclusions apply to services where Automated Logic is providing covered repair labor and material cost under this agreement. Those exclusions regarding covered repair labor and material cost services include, service calls due to failures resulting from Force Majeure Events (see Section 6 below), abuse or misuse of equipment, willful damage of equipment, alterations, modifications, and/or any damages as a result of negligence by others. Any language or provision of the Agreement elsewhere contained which may authorize or empower the Customer to change, modify, or alter the scope of work or services to be performed by Automated Logic shall not operate to compel Automated Logic to perform any work relating to Hazards without Automated Logic's express written consent. Services performed at customer's direction outside of the scope of this Agreement will be billed at our scheduled rates.

3. **EXTRAS** – Work and material in addition to or different from that stated herein, and changes in drawings, specifications or time of performance, shall be considered as extras, and shall entitle Automated Logic to an adjustment in the contract price and the delivery schedule.

4. **EMERGENCY SERVICE WORK** – If emergency service is performed at Customer's request and inspection does not reveal any defects for which Automated Logic is liable under this Agreement, Customer shall pay for such work at Automated Logic's prevailing time and material rate.

5. **SHIPMENT/PARTIAL SHIPMENT/RETURNS** – All product shipments shall be F.C.A. shipping point (Incoterms 2010), freight prepaid and allowed to the job site. Shipment dates quoted are approximate. Automated Logic does not guarantee a particular date for shipment or delivery. Automated Logic shall have the right to ship any portion of equipment, goods or other materials included in this Agreement and invoice Customer for such partial shipment. No goods will be accepted for return without prior written authorization. Returned goods may be subject to a restocking charge. Special order and non-stock items cannot be returned.

6. **DELAYS** – Automated Logic shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Automated Logic's control, including, but not limited to, acts of God or of the public, acts of government, acts of terrorism, fire, floods, epidemics, freight embargoes, unusually severe weather, riots, strikes or labor disputes, conditions of the premises, acts or omissions of the Customer, Owner or other contractors, or delays caused by suppliers or subcontractors ("Force Majeure Event(s)"). In the event Automated Logic is delayed in manufacturing, shipping, delivery or any other performance under this Agreement by a Force Majeure Event and without the fault or negligence of Automated Logic, Automated Logic agrees to notify Customer in writing as soon as practicable of the causes of such delay, and Automated Logic shall further be entitled to an extension of the time equivalent to the duration of any such delay and a reasonable time in which to recover from said delay to resume performance. In the event any materials or equipment to be provided by Automated Logic under this Agreement becomes permanently unavailable as a result of a Force Majeure Event, Automated Logic shall be excused from furnishing said materials or equipment.

7. **WARRANTY** – Automated Logic warrants to Customer that the Work performed by Automated Logic hereunder will comply in all material respects with the attached Scope of Work or Statement of Services and will be free from material defects in workmanship. Automated Logic warrants that all equipment manufactured by Automated Logic Corporation and all Automated Logic equipment, parts or components supplied hereunder will be free from defects in material and workmanship. Automated Logic shall at its option repair or replace, F.C.A. point of sale (Incoterms 2010), any equipment, part or component sold by Automated Logic and determined to be defective within one (1) year from the date Customer has beneficial use. Automated Logic does not warrant products not manufactured by Automated Logic, but it does pass on to Customer any available manufacturer's warranty for such products. Automated Logic warrants that all services provided by Automated Logic hereunder shall be performed in a workmanlike manner. In the event any such service is determined to be defective within ninety (90) days of completion of that service, Automated Logic shall at its option re-perform or issue a credit for such service. Automated Logic's obligations as set forth herein shall be Customer's exclusive remedy. Automated Logic shall not be responsible for labor charges for removal or reinstallation of defective equipment, parts or components, for charges for transportation, handling and shipping, or for repairs or replacement of such equipment, parts or components required as a consequence of faulty installation when not installed by Automated Logic, misapplication, vandalism, abuse, exposure to chemicals, improper servicing, unauthorized alteration or improper operation by persons other than Automated Logic. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Customer's use of any software provided under this Agreement is licensed (if applicable) and governed by the applicable end user license agreement.

8. **WORKING HOURS** – All services performed under this Agreement, including major repairs, are to be provided during Automated Logic's normal working hours unless otherwise agreed in writing.

9. **CHANGE ORDERS/ADDITIONAL WORK** – Automated Logic will not perform additional work until such time as Automated Logic receives a change order, duly executed by each party, setting forth the scope and an agreed upon price for the additional work, as well as any appropriate adjustments to the delivery schedule. Additional work and/or materials supplied under any change order shall be subject to the terms of this Agreement.

10. **CUSTOMER RESPONSIBILITIES** – Customer shall: provide safe and reasonable access to the job site and equipment being serviced; provide a safe work environment; keep areas adjacent to equipment free of extraneous material; move any stock, fixtures, walls, partitions, ceilings, enclosures or such other property as may be necessary to perform the specified work; promptly notify Automated Logic of any unusual operating conditions; operate any equipment supplied hereunder properly and in accordance with instructions; and identify and label any asbestos containing material that may be present. The Customer will provide, in writing, prior to the start of a job, a signed statement regarding the absence or presence of asbestos for any job where the building or the equipment to be serviced is older than 1981. Should this document state that no asbestos is present, the Customer will also provide in writing the method used to determine the absence of asbestos. If online service via modem is being provided, the Customer shall provide and maintain, at Customer's cost, a voice grade dial-up telephone line or internet connection installed in a mutually agreed upon location.

11. **LIMITATION OF LIABILITY** – Under no circumstances shall Automated Logic be liable for any indirect, incidental, special or consequential damages, including loss of revenue, loss of profit, loss of use of equipment or facilities, loss of data, or economic damages howsoever arising. Automated Logic shall be liable for damage to property, other than equipment provided under this Agreement, and to persons, to the extent that Automated Logic's negligent acts or omissions directly contributed to such injury or property damage. To the extent permitted by law, Automated Logic's aggregate liability for any reason, whether in contract, tort (including negligence) or otherwise, will be limited to the value of the payments received by Automated Logic under this Agreement. The aggregate liability shall not limit the liability of Automated Logic for any injury to, or death of a person, caused by its gross negligence.

12. **CUSTOMER TERMINATION FOR DEFAULT** – Customer shall have the right to terminate this Agreement for Automated Logic's default provided Automated Logic fails to cure such default within thirty (30) days

## TERMS AND CONDITIONS OF SALE

### AUTOMATED LOGIC CONTRACTING SERVICES, INC & AUTOMATED LOGIC-CANADA, LTD

after having been given prior written notice of the default. Upon early termination or expiration of this Agreement, Automated Logic shall have free access to enter Customer locations to disconnect and remove any and all Automated Logic-owned parts, tools and personal property. Additionally, Customer agrees to pay Automated Logic for all incurred but unamortized service costs performed by Automated Logic including overhead and a reasonable profit.

13. **AUTOMATED LOGIC TERMINATION** – Automated Logic reserves the right to discontinue its service or performance under this Agreement any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between Customer and Automated Logic. Should Customer fail to make payment in accordance with the terms of this Agreement and such failure continues without cure for a period of five (5) days following Customer's receipt of written notice of such payment default, Automated Logic may terminate this Agreement without liability.

14. **CLAIMS / ALC EMPLOYEES** – Any lawsuits arising from the performance or nonperformance of this Agreement, whether based upon contract, negligence, strict liability or otherwise, shall be brought within one (1) year from the date the claim arose. The Customer acknowledges that Automated Logic's employees are valuable assets to Automated Logic. During the Term of this Agreement or one hundred eighty (180) days from the effective date, whichever is greater, if Customer hires an Automated Logic employee who worked at the Customer's facility at any time, the Customer agrees to 1) pay Automated Logic an amount equal to twelve (12) months' salary for such employee, and 2) reimburse Automated Logic for all costs associated with any training Automated Logic provided to such employee.

#### 15. **GOVERNMENT PROCUREMENTS –**

(a) **COMMERCIAL ITEMS** – The components, equipment and services provided by Automated Logic under this Agreement are "commercial items" as defined in Section 2.101 of the Federal Acquisition Regulations ("FAR"), and the prices of such components, equipment and services are based on Automated Logic's commercial pricing policies and practices (which do not consider any special requirements of U.S. Government cost principles, FAR Part 31, or any similar procurement regulations). As such, Automated Logic will not agree to provide or certify cost or pricing data, nor will Automated Logic agree to comply with the Cost Accounting Standards (CAS). In addition, no government procurement regulations, such as FARs or DFARs, shall apply to this Agreement except those regulations expressly accepted in writing by Automated Logic.

(b) **WHERE AUTOMATED LOGIC IS SUBCONTRACTOR** – Where Automated Logic is subcontractor, Automated Logic is agreeing to perform a private subcontract for the sale of a commercial item on a fixed-price basis to Customer (a private entity) and as such there shall be no Federal Acquisition Regulations (FARs), DFARS, CFRs, or any other government procurement regulations of any kind which apply to this Agreement, except those regulations expressly accepted in writing by Automated Logic. In addition, Automated Logic will not agree to provide or certify cost or pricing data nor will Automated Logic agree to comply with the Cost Accounting Standards (CAS). Automated Logic refers to FAR 52.244-6, "Subcontracts for Commercial Items and Commercial Components."

16. **HAZARDOUS MATERIALS** – If Automated Logic encounters any asbestos or other hazardous material while performing this Agreement, Automated Logic may suspend its work and remove its employees from the project, until such material and any hazards associated with it are abated. The time for Automated Logic's performance shall be extended accordingly, and Automated Logic shall be compensated for the delay.

17. **OCCUPATIONAL SAFETY AND HEALTH** – Automated Logic and Customer agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act ("OSHA") relating in any way to the performance of work under this Agreement, the project or the job site.

18. **ENTIRE AGREEMENT, ASSIGNMENT and MODIFICATION** – This Agreement contains the complete and exclusive statement of the agreement between Automated Logic and Customer and supersedes all previous or contemporaneous, oral or written, statements. Customer may assign this Agreement only with Automated Logic's prior written consent. No change, modification, amendment or waiver of any of the terms or conditions of this Agreement shall be binding upon the parties unless made

in writing and duly executed by both parties hereto.

19. **CUSTOMER CONSENT** – Customer consents and agrees that Automated Logic may, from time to time, publicize Automated Logic related projects with Customer, including the value of such projects, in all forms and media for advertising, trade, and any other lawful purposes.

20. **FOR WORK BEING PERFORMED IN CALIFORNIA** – Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

21. **INTELLECTUAL PROPERTY** – Notwithstanding anything to the contrary stated herein, Automated Logic retains ownership of its intellectual property and no license to Automated Logic's intellectual property is granted except as necessary for Customer to use any deliverables and/or services provided hereunder.

22. **ANTI-DISCRIMINATION POLICY** – The Automated Logic Fostering a Respectful and Safe Work Environment policy is incorporated into these terms via this link: <https://www.automatedlogic.com/Pages/Careers.aspx>

23. **PRICE ADJUSTMENTS** – The price of services performed under this Agreement is subject to change due to increases in material costs related to tariffs, import duties, trade policy, epidemics, commodity or material costs, supplier costs, labor costs, or related impacts or market conditions. Such change shall come into effect on thirty (30) days' prior written notice from Seller to Customer.

24. **DATA PRIVACY** – Each party will comply with applicable data privacy laws governing personal information collected and processed under this Agreement. Automated Logic processes personal data as described in our privacy notices at <https://www.automatedlogic.com/en/legal/privacy-notice/>

25. **STATE CONTRACTOR LICENSE NUMBERS** – A list of Automated Logic's state contractor license, certificate, and registration numbers, which list is incorporated herein, is available via this link: <https://www.automatedlogic.com/en/support/contractor-licenses>

26. **ADDITIONAL TERMS AND CONDITIONS - CANNABIS INDUSTRY** - If Customer is involved in the cannabis industry in the US as a manufacturer, distributor, or otherwise, the additional terms and conditions available at <https://www.automatedlogic.com/en/support/additional-terms>, which are incorporated herein, shall apply.

#### 27. **REMOTE MONITORING –**

(a) **DATA RIGHTS** - Customer hereby grants and agrees to grant to Automated Logic a worldwide, non-exclusive, non-terminable, irrevocable, perpetual, paid-up, royalty free license to any Source Data, with the right to sub-license to its affiliates and suppliers for (i) Automated Logic's performance of services pursuant to this Agreement, (ii) the improvement of Automated Logic services, and Automated Logic's Analytics Platform; (iii) improving product performance, operation, reliability, and maintainability; (iv) to create, compile, and/or use datasets and/or statistics for the purposes of benchmarking, development of best practices, product improvement; (v) the provision of services to third parties, (vi) research, statistical, and marketing purposes, and/or (vii) in support of Automated Logic agreements.

Source Data – shall mean data that is produced directly from a system, or device and received at a collection point or a central server (e.g. a Automated Logic's database, data lake, or third party cloud service).

Analytics Platform – shall mean server algorithms or web interface systems used to (i) interpret, convert, manipulate, or calculate data, (ii) perform data processing, and/or (iii) the delivery of data to Automated Logic, affiliates or suppliers of Automated Logic, and/or Customer.



**TERMS AND CONDITIONS OF SALE  
AUTOMATED LOGIC CONTRACTING SERVICES, INC &  
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(b) RETURN OF DATA - Customer understands and acknowledges that Automated Logic will collect Source Data that will be stored on and/or transmitted to Automated Logic's servers and to suppliers or affiliates that are contracted by Automated Logic and used to transmit, process, extract or store such Source Data for purposes of Automated Logic's performance of the service in accordance with this Agreement. Once such data and information has been stored and/or transmitted to Automated Logic's servers, Customer agrees that such data and information shall become part of Automated Logic's database and therefore subject to the license terms under section 23(a).

(c) DATA DELIVERY - During the term of the Agreement Customer shall (i) make reasonable efforts to ensure that the hardware remains powered on, (ii) avoid intentional action to impede, block or throttle collection and transmission of Source Data by Automated Logic, and (iii) avoid intentional action to disable, turn off, or remove the data collection hardware or software without Automated Logic's express written consent, which consent shall not be unreasonably withheld.

(d) DATA SAFEGUARDS - Automated Logic processes personal data as described in our privacy notice at Carrier.com. The parties will comply with applicable data privacy laws governing personal data processed in connection with this Agreement, including the California Consumer Privacy Act (CCPA) and the European General Data Protection Regulation (GDPR), and take all reasonable commercial and legal steps to protect personal data. If Customer provides Automated Logic with personal data, Customer will ensure that it has the legal right to do so, including notifying the individuals whose personal data it provides to Automated Logic. If a party collects or processes personal data from California residents under this Agreement, such party is a "Service Provider" under the CCPA and will not sell or exchange such personal data for anything of value.



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

**AGREEMENT  
Between  
EAST LYCOMING SCHOOL DISTRICT  
And  
RIVER VALLEY REGIONAL YMCA  
SCHOOL-AGE CHILD CARE PROGRAM  
For  
2023-2024 SCHOOL YEAR**

**I. PURPOSE OF THE SCHOOL-AGE CHILD CARE PROGRAM (SACC)**

The SACC Program perceives the child care program's role and relationship to the on-going community as a supporting and extending one. Each SACC site will serve school-age children, ages 5-12, in the school community in which the site is located. With the exception of holidays, the SACC Programs will operate during the school year Monday through Friday from 6:00AM until the start of school and from dismissal time until 6:00PM. The SACC Program will also provide care for two hour delays and early snow dismissals, making sure we are off the premises by 3:00 pm on early dismissals. Full day care from 6:30am-6:00pm on Act 80 days, in-service days, and designated vacation days will be provided at the Eastern Lycoming YMCA.

SACC Programs involve the overall development of the children and feel that a well supervised, choice oriented education and recreational program will meet the children's needs best.

The daily program is based on the YMCA SACC Curriculum. Activities will revolve around eight core content areas: arts and humanities, character development, health, wellness and fitness, homework support, literacy, science and technology, service-learning, and social competence and conflict resolution. Activities will involve mixed age groups, as well as groups based on age and interests. In addition to on-site activities, efforts will also be made to make use of the larger community and its resources through resource people, field trips, etc.

**II. USE OF THE SCHOOL FACILITY**

The School will supply a written statement of rules and regulations which the SACC Program is expected to follow.

**A. Designated Area**

1. The Cafeteria will be the designated space for the SACC Program at the Ashkar Elementary School.



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## **B. Policy Relating to Use of Area**

1. The SACC Program will have access to its designated area fifteen (15) minutes before the program begins for set-up and preparation and fifteen (15) minutes after the program ends for clean-up and planning.
2. The School is expected to give the SACC Program at least three (3) days' notice if the designated area is needed for other purposes or if schedules are changed. The SACC Program will be afforded the same commitment for continued use of the designated area that is given to any other educational activities.
3. The SACC Program will be assigned adequate storage space in or near its designated area, with additional storage in other rooms used. Storage cabinets will be supplied by the SACC Program, if needed.
4. The SACC Staff will supervise children at all times. Wherever there are children present, there will be adult supervision, with the maximum ratio being one (1) adult to twelve (12) children.
5. The SACC Staff will be responsible for clean-up of their own activities and will work with the custodian to further define the clean-up responsibilities and cleaning schedules of both parties.

## **C. Use of School Equipment**

1. The SACC Program will have use of the outdoor play equipment.
2. Proper adult supervision of the children will be provided whenever they are using school equipment.

## **III. RELATIONSHIP OF SCHOOL PERSONNEL AND SACC STAFF**

### **A. Principal**

1. A designated person from the SACC Staff will confer regularly with the Principal.
2. The Principal agrees to send notices to school families in grades Kindergarten through Fifth Grade when appropriate and necessary.

### **B. School Staff**

1. At the beginning of the school year, School Personnel will be invited to meet with the SACC Staff and learn about the program.



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2. School Personnel and SACC Staff will confer, as needed, to discuss the needs of both the School and SACC Program.
3. Consultation time with the School's social workers and Psychologist will be made available, as arranged by the SACC Program Director and the School Principal.

**C. Custodian**

1. The Custodian will form an arrangement at the beginning of the school year with the SACC Staff regarding key accessibility, clean-up responsibilities and schedules.
2. The Custodian will inform the SACC Staff regarding behavior of children and request that changes be made. Discipline and supervision of the children is the responsibility of the SACC Staff.
3. The Custodian will confer as needed with the SACC Staff and offer support during emergencies.

**D. SACC Staff**

1. Teachers of the children enrolled in the SACC Program will be encouraged to communicate with the child care providers. It is hoped that a truly collaborative relationship will occur which will benefit the children.
2. There will be at least one (1) adult staff person for every twelve (12) children in the SACC Program. In addition to paid staff, volunteers may be utilized in the program. Staff will be hired, as often as possible, from the community in which the school is located.
3. SACC Staff will participate in regular training sessions provided by the program and will meet regularly with the SACC Program Director.
4. The SACC Staff will participate in any School meetings pertinent to the program, as requested.
5. All SACC Staff shall meet or exceed all requirements mandated by the Department of Public Welfare for persons working in the child care field.



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#### **IV. PROGRAM ADMINISTRATION**

##### **A. Procedures**

1. The SACC Program will enroll all children and collect all fees.
2. The SACC Program will hire, terminate, train, supervise and evaluate all child care staff.
3. The SACC Program will be responsible for paying all staff wages, fringe benefits and all taxes incurred by their employ.
4. The School will provide family contact through newsletters and classroom handouts.
5. The District Superintendent, or his designate, and the Principals of each school have the right to make suggestions and assist in enhancing the program's development, if they so desire. Communication should be initiated through the SACC Program Director.
6. The SACC Program will be responsible for paying all additional costs of the program not hereto agreed upon.

#### **V. INSURANCE/LICENSE**

1. The River Valley Regional YMCA will be responsible for the provision of adequate Liability and Property Insurance coverage for the SACC Program.
2. The SACC Program will be properly licensed and fulfill all required and applicable Pennsylvania Department of Public Welfare regulations.

#### **VI. CANCELLATION**

This CONTRACT may be cancelled by either party with ninety (90) days written notice.



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FOR SOCIAL RESPONSIBILITY

**This AGREEMENT, made this 22<sup>nd</sup> day of March 2023 is a good faith agreement to uphold the policies set forth in this document.**

FOR EAST LYCOMING SCHOOL DISTRICT:

---

District Representative	Title
-------------------------	-------

FOR RIVER VALLEY REGIONAL YMCA:

---

RVR YMCA Representative	Title
-------------------------	-------

## **UPCOMING EVENTS**

### **High School Events**

3/24 – End of Quarter 3  
3/31 & 4/1– Shrek the Musical / Auditorium / 7:00PM  
4/2 – Shrek the Musical / Auditorium / 2:00PM  
4/4 – Band Concert (with Muncy H.S.) / Auditorium / 7:00PM  
4/5 - Internet Safety Meeting by grade  
4/7-4/11 - No School  
4/16-4/19 - FBLA States

### **Ashkar Elementary Events**

3/30 - Preview of SHREK the Musical, grades 3-6  
3/31 - Report Cards go home  
4/6 - Bloomsburg Theatre coming to Ashkar, presenting Park Protectors: The story of the Buffalo Soldiers and the National Park Service.  
4/6 - Bunny Hop Event for grade 2 (Jump Rope for Heart Fundraiser)

### **Ferrell Elementary Events**

3/30 - Preview of SHREK the Musical, grades 3-6  
4/5 - Title 1 Reading “Puppy Pals” / 6:30PM  
4/14 - Elementary Chorus Fest / HHS Auditorium / 7:00PM  
4/14 - Kite Day

### **Renn Elementary Events**

3/30 - Preview of SHREK the Musical, grades 3-6  
4/14 - Elementary Chorus Fest / HHS Auditorium / 7:00PM  
4/14 - Kite Day

March 21, 2023

Dear Parents and Guardians,

Commonwealth University of Pennsylvania which is comprised of Bloomsburg University, Lock Haven University, and Mansfield University has started a Community Scholars Award for First Year Students for the 23-24 school year. This is different from their original In-State Scholarships for first year students.

The University offered the program to select school districts based on the number of students from each district who enrolled in one of the state schools. Unfortunately, ELSD did not make the cut. When questioned about this, the university said there will be more rounds and the district may be eligible to participate in one of those.

The school district has voiced frustration with this process and will participate if and when deemed eligible by the university. In the meantime, the original scholarship program is still an option for ELSD students attending one of the three universities. Information about both scholarship opportunities can be found on the university's website.

Sincerely,

Michele A. Beck  
School Counselor

Jeremy Eck  
School Counselor