



Superintendent's Report

May 23, 2023

Building Project Update:

Marotta / Main, Fidevia, Mr. McCaffery and I are continuing to work on the Ashkar project to bring it into alignment with the board's directive. There is no immediate timeline for when this will be completed but I hope to have a revised plan for board consideration this summer.

Strategic Plan Update:

With the board's approval of the Comprehensive School Based Mental Health program last meeting, a recommendation for the adoption of new ELA core curriculum this meeting, and progress update on the secondary Instructional Rounds process next month, we have successfully met three major pieces of the district's strategic plan. Only through the collaboration of the administrative team, participation of stakeholder committees, and support from this board has this been possible. I am proud of my team, honored to be part of the process, and appreciate your support.

Employment / Personnel:

MOUs and Marr Development

In spite of numerous and ongoing attempts to fill vacancies and secure substitutes, we continue to face challenges staffing in support personnel; some of these are vacancies and others are extended absences. With summer cleaning ahead of us, we need to be fully staffed. Mr. McCaffery has reached out to other district's for ideas and the best solution we have is to subcontract these services for the summer and adjust our existing work schedule. To make that happen, I am requesting board approval of two MOU's: one for subcontracting custodial services for the summer and one for changing overtime rules from 8 hours to 10 hours a day. The association and PSEA are in agreement with these proposals and their support is appreciated.

Vacancies

The district currently has 2 professional vacancies: Middle School Life-Skills and High School Learning Support. Applications are being accepted through June 1.

Budget:

Mrs. Burke will provide a complete update to the board of the final budget. We took significant steps through this process to align specific budgeted items with actual expenses such as out-of-district cyber school costs by \$260,000 over last year and reducing the special education budget approximately \$140,000. The budget also includes the transition of a part-time special education teacher to full-time to meet increasing student needs and a transition of a full-time custodian to a maintenance position to align with his current job duties. This budget does include a 0.75 mil increase but we will continue to work on targeted areas of the budget to control costs and ensure revenues are used effectively to meet our core mission.

**Job Descriptions:**

Continuing with the revisions / creations of job descriptions, board approval is requested for the remainder of district office staff. In June / July the board can expect to see job descriptions for various personnel that are covered by the Support Personnel Association agreement.

Business Matters:

There are various annual contracts requested for board approval that coincide with adoption of the 23-24 final budget.

Renn Sewer Project and Building Automation

In addition, Mr. McCaffery is requesting board approval for excavation work at Renn Elementary and completion of building automation controls. The work at Renn is to connect to the new sewer plant and then to fill the 7 existing sewage tanks as required by the township. Additional quotes for this work were sought to ensure the district has secured a fair price. Some challenges were encountered with finding contractors who could complete the work in the time required. The building automation controls will be paid for from budgeted capital expenditures in the 23-24 budget. This fully completes the transition of building automation controls to a single system. Mr. McCaffery's work in both of these areas is appreciated.

LycoCTC Purchased Services Agreement

To better align Lyco's use of district resources, I am recommending transitioning to a fee for service structure rather than a flat annual rate. I believe this will more accurately reflect Lyco's use of these areas and be more equitable to its member districts. Lyco will be billed monthly for use of business, IT, nursing services and user services.

Local / Community Scholars Program

Commonwealth University has expanded the list of eligible schools and invited ELSD to now participate in the Local / Community Scholars program. To our frustration, graduates of the Class of 2023 are still excluded, but the program is now available to future Classes beginning with 2024. That signed agreement is before you tonight for approval. To reiterate, ELSD, Muncy, and Montgomery were excluded from the original program for the Class of 2023 by Commonwealth University. All three schools are now included and I appreciate the Commonwealth's decision to add us.

Other Matters:

- Scoreboards are ordered and scheduled for summer installation.
- HHS gym floor refinishing started Thursday.
- Athletic fields are improving with the turf management plan approved by the athletic committee.
- Commencement for the Class of 2023 is June 2 at 7PM with a rain date of June 3 at 9AM.

Respectfully submitted,

Dr. Mark Stamm
Superintendent of Schools

**EAST LYCOMING SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA**

**Tuesday, May 23, 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
- Elementary Literacy Program Recommendation by Mrs. Cotner
- 2023/24 Final Budget Update by Mrs. Burke

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

Board Committee Report:

Athletic Committee has been cancelled

III. 1. **EDUCATIONAL:**

(E-1)

1. **Adjudication of Student:**

Resolved, upon the recommendation of Superintendent Stamm for the adjudication of student discipline for #30009. **--resolution required**

2. **Elementary Core Reading:**

Resolved, upon the recommendation of Superintendent Stamm, Curriculum Director Cotner and the Core Reading Implementation Team that Amplify CKLA and Amplify ELA be adopted as the core reading program for K-8.

--resolution required

3. **Local/Community Scholars Agreement:**

Resolved, upon the recommendation of Superintendent Stamm and Curriculum

Director Cotner to approve the enclosed Local/Community Scholars Agreement between Commonwealth University of Pennsylvania and the East Lycoming School District.
--resolution required

IV. **PERSONNEL:** (P-1)

1. **Memorandum of Understanding:**

Resolved, to approve the Memorandum of Understanding between the East Lycoming School District and the East Lycoming Educational Support Personnel Association regarding compensation for overtime hours and rates for Summer 2023 as attached.

--resolution required

2. **Memorandum of Understanding:**

Resolved, to approve the Memorandum of Understanding between the East Lycoming School District and the East Lycoming Educational Support Personnel Association regarding contracting third-party vendors for custodial services and other operational needs of the district as attached.

--resolution required

V. **MINUTES:** (1)

Resolved, to accept the minutes from the meeting of May 9, 2023 as submitted.

--resolution required

VI. **BUSINESS/FINANCIAL MATTERS:**

1. **Nominations for School Board Treasurer – 2023/2024:**

A. Nominees: 1. _____ by _____

2. _____ by _____

B. Close Nominations:

Motion _____ Second _____

Vote _____

C. **Resolved**, to appoint _____ as Treasurer 2023/2024 of the East Lycoming School Board.

Motion _____ Second _____

Vote _____

--resolution required

2. **2023-24 Final General Fund Budget:**

Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke that the 2023-24 Final General Fund Budget be adopted in the amount of \$28,439,405 as presented in the district and state budget document. In accordance with this budget, the following tax rates will be established:

Real Estate Tax 16.41 mills
Real Estate Transfer Tax – Act 511 ½ of 1.0%
Earned Income Tax – Act 24 1.2%

--resolution required

3. **Treasurer's Report:** (F-1)
Resolved, to accept the April 2023 Treasurer's Reports as attached.
--resolution required
4. **Bills for Payment:** (F-2)
Resolved, to accept bills for payment as listed and attached.
--resolution required
5. **Business Office Reports:** (F-3)
(Act 24 Reform, Capital Projects and Student Activities) **--resolution required**
6. **Job Description Revisions:** (F-4)
Resolved, upon the recommendation of Superintendent Stamm to approve the enclosed revised job descriptions.
--resolution required
7. **2023 Homestead and Farmstead Exclusion Resolution:** (F-5)
Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke that the attached 2023 Homestead and Farmstead Exclusion Resolution be approved.
--resolution required
8. **Lycoming Career and Technology Center Articles of Agreement:** (F-6)
Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke to approve the attached LycoCTC Articles of Agreement. **--resolution required**
9. **Lycoming Career and Technology Center Purchase of Service Agreements:** (F-7)
Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke to approve the attached LycoCTC 2023-24 Purchase of Service Agreements for Business and Technology Services.
--resolution required
10. **New Story 2023-24 Rates:** (F-8)
Resolved, upon the recommendation of Superintendent Stamm and Special Education Director Paulhamus that the attached 2023-24 rates with New Story be approved.
--resolution required
11. **Dave Gutelius, Inc. Proposal:** (F-9)
Resolved, upon the recommendation of Superintendent Stamm and Buildings and Grounds Supervisor McCaffery that the attached proposal for excavating services at Renn Elementary be approved.
--resolution required
12. **2023-24 BLaST IDEA Agreement:** (F-10)
Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke that the enclosed 2023-24 IDEA Agreement for BLaST IU #17 be approved.
--resolution required
13. **Automated Logic Building Automation System Proposal:** (F-11)
Resolved, upon the recommendation of Superintendent Stamm and Buildings and Grounds Supervisor McCaffery that the attached two proposals for building automation systems totaling \$228,196 for the High School be approved utilizing Capital Improvement funds in the 2023-24 budget.
--resolution required

14. **Ashkar Bids:**

Resolved, upon the recommendation of Superintendent Stamm and Buildings and Grounds Supervisor McCaffery that the bids for the Ashkar Elementary Project be rejected. **--resolution required**

15. **Marr Development Professional Janitorial Service Proposal:** (F-12)

Resolved, upon the recommendation of Superintendent Stamm and Buildings and Grounds Supervisor McCaffery that the attached proposal for janitorial services systems with Marr Development be approved. **--resolution required**

16. **PSBA Delegate Appointment:**

Resolved, upon the recommendation of the East Lycoming School Board of Directors that _____ be appointed as a PSBA Delegate to attend the Delegate Assembly on November 4, 2023. **--resolution required**

17. **BLaST Special Education Services Agreement:** (F-13)

Resolved, upon the recommendation of Superintendent Stamm and Special Education Director Paulhamus that the BLaST Special Education Services Agreement be approved. **--resolution required**

VII. **INFORMATION:**

1. Resignations received and accepted by Superintendent Stamm:

- Crystal Falk, Substitute Support Staff and Event Staff Worker effective June 5, 2023.
- Todd Nagy, Special Education Teacher and 8th Grade Basketball Coach effective June 5, 2023.
- Katura Wyland, Assistant Girls Soccer Coach, effective May 17, 2023.

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, JUNE 20, 2023
7:00 PM**

**COMMUNITY SCHOLARS AGREEMENT
BETWEEN
COMMONWEALTH UNIVERSITY OF PENNSYLVANIA
and
EAST LYCOMING SCHOOL DISTRICT**

THIS AGREEMENT made and entered into this ____ day of _____, 2023, between Commonwealth University of Pennsylvania of the State System of Higher Education (including Bloomsburg, Lock Haven, and Mansfield campuses) and East Lycoming School District.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual promises hereinafter expressed and intending to be legally bound hereby, the Parties agree as follows:

A. INTRODUCTION

Commonwealth University of Pennsylvania and East Lycoming School District (hereinafter referred to as “Commonwealth University and “ELSD”) agree to establish this Community Scholars agreement. ELSD students who apply for admission to and graduate from Hughesville High School are guaranteed admission to Commonwealth University on the condition they graduate from Hughesville High School, apply to Commonwealth University by December 15 of the students’ senior year, and satisfy all application requirements to the major at Commonwealth University.

Nursing and some science programs remain selective and have enrollment capacities. It is critical students apply as early as possible to these majors to receive early consideration for admission.

Commonwealth University will recognize and reward students for their academic preparation at ELSD by awarding a tiered scholarship merit program for ELSD graduates. The following criteria for admission and scholarship consideration must be met:

1. Apply for admission to Commonwealth University no later than December 15 of the students’ senior year.
2. Graduate from Hughesville High School.
3. Commonwealth University will award 4 tiers of academic merit scholarships to ELSD graduates according to the following academic preparedness of the student applicant:
 - i. **Tier 1 - 95% or above cumulative GPA at ELSD - \$28,000; \$7,000 annually**
 - ii. **Tier 2 - 90-94% cumulative GPA at ELSD - \$24,000; \$6,000 annually**

- iii. **Tier 3 - 85-89% cumulative GPA at ELSD - \$16,000; \$4,000 annually**
- iv. **Tier 4 – 80-84% cumulative GPA at ELSD - \$12,000; \$3,000 annually**
- 4. ELSD scholarship recipients must remain enrolled full-time at Commonwealth University for a minimum of 12 credits per academic semester and must maintain an overall GPA of 2.50 at Commonwealth University to remain eligible for the scholarship.
- 5. The scholarship is renewable for up to four (4) academic years, or eight (8) consecutive fall and spring academic semesters, if the criteria in #4 above are met.
- 6. Commonwealth University will guarantee on-campus housing at the Bloomsburg, Lock Haven, or Mansfield campuses, for up to four (4) years of full-time student enrollment.

The purposes of this agreement are:

- 1. To establish a Community Scholars Agreement to recognize and reward the academic preparation of all East Lycoming School District graduates in their pursuit of higher education.
- 2. To enable graduates of Hughesville High School to build upon their education and training by earning a baccalaureate degree in a seamless educational partnership.
- 3. To enable Commonwealth University to attract a more diverse population of students who have already demonstrated academic success.
- 4. To enable ELSD graduates to obtain a quality education at a low cost, and, in doing so, provide the commonwealth with additional qualified graduates.
- 5. To ensure recognition of the continuity of academic progress, consideration for the transferability of credits between secondary and post-secondary institutions, and to reward strong academic performance during the students' high school career.

B. PROCEDURES

ELSD agrees to publicize this Community Scholars Agreement to students in its school district communications and correspondence, and to inform qualified, matriculating students of the opportunity for admission to, and scholarship qualifications, at Commonwealth University under the terms of this agreement. Commonwealth University will recognize student attendance at the Bloomsburg, Lock Haven, and Mansfield campuses.

ELSD students must enroll no later than the fall semester immediately following their high school graduation. They cannot attend another two-year or four-year institution after graduating from ELSD. Otherwise, the Community Scholars Agreement and matching scholarship is null and void.

ELSD students must complete the Commonwealth University Application for Admission by December 15 of their senior year to qualify for the Community Scholars and scholarship criteria. Late applicants who apply for admission after that deadline may not be considered as part of the agreement and scholarship criteria.

The following items are the responsibility of students participating in the Guaranteed Admissions program:

1. Graduate from Hughesville High School with a minimum overall grade point average that satisfies the academic standards of the school district and The Pennsylvania Department of Education.
2. At the time of application, provide transcripts of all courses completed up to and including the current grade reporting period.
3. Upon graduating from ELSD, provide official final transcripts to Commonwealth University.
4. ELSD students must complete the Commonwealth University Application for Admission by December 15 if enrolling for the following fall semester, and to be considered for the Community Scholars and scholarship award criteria. Admission under this agreement will be contingent upon completing items 1 to 3, above, and graduation from Hughesville High School.
5. Pay the required advanced deposit to hold a seat for the initial semester of admittance.
6. Pay Commonwealth University's tuition and fees for those semesters in which they are registered for courses at Commonwealth University.

C. CONDITIONS OF THE AGREEMENT

1. A Program Coordinator shall be identified at ELSD and Commonwealth University who will assist all students in transition regarding the application process, housing requirements at Commonwealth University, major selection and campus location, academic advising, and consideration for a scholarship award to Commonwealth University.
2. The term of this agreement shall be five (5) years commencing when all applicable signatures are obtained. The first cohort of eligible ELSD students to participate in this agreement will be part of the graduating Class of 2024 who will enroll at Commonwealth University for the Fall 2024 academic semester
3. Any ELSD student who has successfully earned credits through dual enrollment programs at Bloomsburg, Lock Haven, or Mansfield Universities, or at other two-year or four-year accredited institutions, will have those credits appropriately applied to their major of study, once a major is declared and the student is accepted to Commonwealth University.

4. Either institution may withdraw from the agreement upon written notification of the other, with exception to commitments already in effect for students who have applied to Commonwealth University. Such commitments will be honored. In the event of a substantial breach, such as, a lack of response to requests for information and or adequate participation, either party may terminate this agreement.
5. The relationship of the parties to this contract shall not be construed to constitute a partnership, joint venture, or any other relationship, other than that of independent contractors.
6. The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
7. Neither of the parties shall assume any liabilities as a result of this agreement. As to liability to each other, death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit Commonwealth University of Pennsylvania's rights, claims or defenses, which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth of Pennsylvania or of the Pennsylvania State System of Higher Education or Commonwealth University.
8. This agreement represents the entire understanding between the parties. This agreement can be modified only in writing with the same formality as the original agreement.
9. This agreement shall be governed and interpreted in accordance with the laws of the Commonwealth of Pennsylvania.

In WITNESS WHEREOF, the parties hereto have caused this agreement to be executed pursuant to due and legal action authorizing the same to be done the date first written above.

Commonwealth University of
Pennsylvania:

East Lycoming School District:

President
Commonwealth University
Date: _____

Superintendent
East Lycoming School District
Date: _____

Provost and Senior VP, Academic Affairs
Commonwealth University
Date: _____

Principal
East Lycoming School District
Date: _____

University Legal Counsel
Date: _____

DISTRICT ADMINISTRATION

Dr. Mark Stamm
Superintendent

Cori Cotner
Director of Curriculum

Heather Burke
Business Manager

East Lycoming School District

349 Cemetery St.
Hughesville, PA 17737

PH: 570-584-2131
FX: 570-584-5701

www.elsd.org

OFFICERS

Richard L. Michael
President

Michael A. Mamrak
Vice President

Donna Gavitt
Treasurer

Memorandum of Understanding Overtime Rates for Summer 2023

This Memorandum of Understanding is made between the East Lycoming School District and the East Lycoming Educational Support Personnel Association ESPA/PSEA/NEA regarding the agreement which is effective from July 1, 2019 through June 30, 2023 and July 1, 2023 through June 30, 2028.

Regarding compensation for overtime hours, between June 5, 2023 and August 31, 2023, overtime provisions of the effective agreement will only apply to work hours over 10 hours per day or 40 hours per week. This change is made to allow custodial and maintenance staff to work 4 ten-hour days instead of 5 eight-hour days.

The parties agree that this Memorandum of Understanding shall not constitute a past practice for any future instances or occurrences and any future requests will be evaluated independently based on the request.

This change will remain in effect until the end of the agreement.

Support Personnel Association
President

Date

East Lycoming School District
President of the Board

Date

DISTRICT ADMINISTRATION

Dr. Mark Stamm
Superintendent

Cori Cotner
Director of Curriculum

Heather Burke
Business Manager

East Lycoming School District

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OFFICERS

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Michael A. Mamrak
Vice President

Donna Gavitt
Treasurer

Memorandum of Understanding

This Memorandum of Understanding is made between the East Lycoming School District and the East Lycoming Support Personnel Association.

The Association agrees to allow the District to contract with third-party vendors to provide custodial services to the District, work that would usually and customarily be for Association members.

The District, in its sole discretion, shall be permitted to contract with third-party vendors for custodial services when there is an inability to fill vacant positions due to staff illnesses, due to staff vacation time, and for other operational needs of the District.

The parties agree that this Memorandum of Understanding shall not constitute a past practice for any future instances or occurrences and any future requests will be evaluated independently based on the request.

This Memorandum of Understanding shall be effective starting May 23, 2023, and remain in full force and effect until August 31, 2023.

Support Personnel Association
President

Date

East Lycoming School District
President of the Board

Date

May 9, 2023

Call the Meeting to Order: Mr. Mamrak, Vice-President, called the East Lycoming School District Board of Education's May 9, 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 - absent	Mrs. Tara Buebendorf - present
Mr. Michael Mamrak - present	Mrs. Shannon McConnell-Barlett- present
Mrs. Donna Gavitt - present	Mr. Matthew Pendrak - present
Mrs. Lisa McClintock - present	Mrs. Rose Trevouledes - present (arrived @ 7:13 p.m.)

Administration:

Dr. Mark Stamm -Superintendent
Mrs. Cori Cotner - Director of Curriculum
Mr. Richard Reichner - Jr. High School Principal
Mrs. Sherry Cowburn - Ashkar Elementary Principal
Mrs. Heather Burke - Business Manager/Board Secretary
Mr. Bryan McCaffery - Director of Buildings and Grounds
Mrs. April Paulhamus - Director of Special Education

General Public: Chris Kenyon (via phone), Mark Maroney (Sun-Gazette), Craig Dudek, Jennifer Vermeire, Stephen Vermeire, Cam Koons, Becci Swales, Floyd Swales, Michelle Beck, Susan Seube, Jenny Krepshaw, Karen Stannert, and Timothy Reitz.

Online Audience: Laura Barondeau, Heather Crowder, Michael, Meghann Stephens, Angela Mamrak, Lindsay Helsel, Toney Stephens, Charlotte Dudek, and Lara MacKenzie.

Review and Discuss Bids for Ashkar Elementary

Personnel: It was moved by Mrs. McConnell-Barlett seconded by Mr. Pendrak to approve the following Personnel Items:

1. Board Member Appointment:

Resolved, to appoint Ms. Rebecca Yerg for the open School Board Member vacancy in Region #2 (Hughesville Borough, Ward #1 and #2).

There were no other applicants.

2. Band Director (Temporary Professional Contract):

Resolved, upon the recommendation of Superintendent Stamm and Mr. Coburn that Mr. Benjamin Kutay be hired as Band Director (Temporary Professional Contract) effective the 2023/2024 school year. Mr. Kutay will be paid \$55,250.00 which represents level 1 (B) of the East Lycoming Educational Professional Contract, pending receipt of required documents.

3. Yearbook Advisor:

Resolved, upon the recommendation of Superintendent Stamm and Mr. Coburn that Mr. John Martin be hired as the Yearbook Advisor for the 2023/2024 school year. Mr. Martin will be paid \$2,379.00 which represents level 1 of the supplemental salary agreement.

4. **Fitness Center Worker:**

Resolved, upon the recommendation of Superintendent Stamm and Athletic Director Tallman that Ms. Tina Meck be approved as a Fitness Center Worker at an hourly rate of \$11.50.

5. **Athletic Volunteer and Game Worker:**

Resolved, upon the recommendation of Superintendent Stamm and Athletic Director Tallman that Brian Anstadt be approved as an Athletic Volunteer for the 2023 wrestling season and a Game Worker in the district.

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

Mrs. Tara Buebendorf - yes
Mr. Matthew Pendrak - yes
Mrs. Shannon McConnell-Barlett - yes
Mrs. Rose Trevouledes - yes (arrived @7:13 p.m.)

Motion Carried

Resignations received and accepted by Superintendent Stamm

- Amber Wagner, Food Service Worker effective April 24, 2023.
- Frank Welsh, Security Worker effective April 26, 2023.
- Carol Woodside, Part-time Custodian at Ferrell Elementary, effective April 21, 2023.
- Brian Anstadt, Junior High Head Wrestling Coach effective May 4, 2023.

Minutes: It was moved by Mrs. Gavitt, seconded by Mrs. McClintock to approve the minutes from the meeting of April 25, 2023 as submitted.

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

Mrs. Tara Buebendorf - yes
Mr. Matthew Pendrak - yes
Mrs. Shannon McConnell-Barlett - yes
Mrs. Rose Trevouledes - yes (arrived @7:13 p.m.)

Motion Carried

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

1. **2023-24 Lycoming Career & Technology Center Budget:**

Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke that the enclosed 2023-24 Budget for Lycoming Career & Technology Center be approved in the amount of \$2,510,458.

2. **2023-24 Lycoming Career and Technology Center Facility Lease Agreement:**

Resolved, upon the recommendation of Superintendent Stamm and Business Manager Burke to approve the attached LycoCTC 2023-24 Facility Lease Agreement.

3. **School Based Mental Health and Wellness Contracts:**

Resolved, upon recommendation of Superintendent Stamm and the Stakeholder Committee on School Based Mental Health and Wellness, to approve the following contracts that are state and federally funded:

- Aperture Education for DESSA Universal Screener for K-8 (Three Years)
- Panorama Education for Universal Screener for 6-12 / District License (Three Years)

-Second Step - Digital Access K-8 (Five Years)

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

Mrs. Tara Buebendorf - yes
Mr. Matthew Pendrak - yes
Mrs. Shannon McConnell-Barlett-yes
Mrs. Rose Trevoledes -yes (arrived @7:13 p.m.)

Motion Carried

Public Comments:

- Craig Dudek (Moreland Twp) - Commented on the LCTC open house and the Ashkar Project. Appreciated the comments made by Matt Pendrak and Jennifer Vermeire regarding mental health programs.
- Cam Koons - Commented that he is thankful the HVAC unit is off during the meeting, it is easier to hear.
- Jennifer Vermeire (Picture Rocks Bora) - Asked about Algebra text books. Raised concerns about consistency with staff using/not using Google.
- Timothy Reitz - Introduced himself as a candidate for open District Manager Office.

Adjourn from Regular Session into Executive Session: It was moved by Mrs. Buebendorf, seconded by Mrs. McClintock to adjourn from Regular Session into Executive Session at 8:20 P.M.

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

Mrs. Tara Buebendorf-yes
Mr. Matthew Pendrak - yes
Mrs. Shannon McConnell-Barlett- yes
Mrs. Rose Trevoledes -yes (arrived @ 7:13 p.m.)

Motion Carried

Adjourn from Executive Session: It was moved by Mrs. Buebendorf, seconded by Mrs. McClintock to adjourn from executive session at 8:50 P.M.

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

Mrs. Tara Buebendorf - yes
Mr. Matthew Pendrak - yes
Mrs. Shannon McConnell-Barlett-yes
Mrs. Rose Trevoledes - yes (arrived @7:13 p.m.)

Motion Carried

Respectfully submitted,

Heather Burke

Heather Burke

Business Manager/Board Secretary

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1000	INSTRUCTION						
1100	.	0.00	0.00	0.00	0.00	0.00	0.00
1110	REG PROG - ELEM SECNDRY	11,686,241.00	7,917,369.33	7,917,369.33	11,433.99	3,757,437.68	67.85
1190	OTHER INSTRUCTIONAL PRO	348,192.00	306,534.63	306,534.63	0.00	41,657.37	88.04
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	102,171.26	102,171.26	0.00	10,962.74	90.31
1221	DEAF/HEARING IMPAIRED	0.00	31,124.04	31,124.04	0.00	(31,124.04)	0.00
1225	SPEECH & LANG IMPAIRED	140,098.00	93,012.03	93,012.03	0.00	47,085.97	66.39
1231	EMOTIONAL SUPPORT	169,114.00	1,912.00	1,912.00	0.00	167,202.00	1.13
1233	AUTISTIC SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
1241	LEARNING DISABLE	1,664,117.00	1,065,606.15	1,065,606.15	1,038.06	597,472.79	64.10
1243	GIFTED	76,837.00	43,911.53	43,911.53	0.00	32,925.47	57.15
1270	MULTI-HANDICAPPED SUPP	31,000.00	12,029.49	12,029.49	0.00	18,970.51	38.80
1281	EARLY INTERVENTION	0.00	738.81	738.81	0.00	(738.81)	0.00
1290	SPECIAL PROGRAMS-OTHER	723,633.00	560,555.66	560,555.66	0.00	163,077.34	77.46
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	319,043.13	319,043.13	602.68	159,811.19	66.67
1390	OTHER VOC ED PROGRAMS	520,000.00	476,141.75	476,141.75	0.00	43,858.25	91.57
1400	OTHER EDUCATIONAL PROG	0.00	0.00	0.00	0.00	0.00	0.00
1410	DRIVERS EDUCATION	24,246.00	9,841.68	9,841.68	0.00	14,404.32	40.59
1420	SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00
1430	HOMEBOUND INSTRUCTION	9,298.00	5,821.75	5,821.75	0.00	3,476.25	62.61
1441	ADJUDICATED ALT ED	20,000.00	0.00	0.00	0.00	20,000.00	0.00

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

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	36,272.67	36,272.67	0.00	3,727.33	90.68
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	197,273.55	197,273.55	71.76	91,107.69	68.42
1802	PRE K ADMIN SUPPORT	1,500.00	288.62	288.62	0.00	1,211.38	19.24
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	5,234.01	5,234.01	0.00	(234.01)	104.68
1806	PRE K STAFF DEV	0.00	0.00	0.00	0.00	0.00	0.00
Total		16,358,969.00	11,184,882.09	11,184,882.09	13,146.49	5,160,940.42	68.45

MAJOR FUNCTION 1000 TOTALS

Total Expenditure	16,358,969.00	11,184,882.09	11,184,882.09	13,146.49	5,160,940.42	68.45
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	16,358,969.00	11,184,882.09	11,184,882.09	13,146.49	5,160,940.42	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2000							
2100	INSTR SUPPORT SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2120	GUIDANCE SERVICES	590,558.00	373,371.80	373,371.80	0.00	217,186.20	63.22
2140	PSYCHOLOGICAL SERVICES	155,407.00	104,098.50	104,098.50	0.00	51,308.50	66.98
2142	PSYCHOLOGICAL TESTING	0.00	0.00	0.00	0.00	0.00	0.00
2160	SOCIAL WORK SERVICES	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00
2190	OTHER PUPIL SERVICES	225,444.00	195,601.55	195,601.55	0.00	29,842.45	86.76
2200	SUPP SVCS - INST STAFF	0.00	0.00	0.00	0.00	0.00	0.00
2250	SCHOOL LIBRARY SERVICES	124,846.00	56,441.89	56,441.89	0.00	68,404.11	45.21
2260	INST&CURRIC DVLOP SVCS	351,478.00	317,721.81	317,721.81	0.00	33,756.19	90.40
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	43,543.00	43,543.00	0.00	29,467.00	59.64
2290	OTHER INSTRUCTIONAL STAFF SERVICES	0.00	139.50	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	25,438.35	25,438.35	0.00	(238.35)	100.95
2320	BOARD TREASURER SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2330	TX ASSESSMENT & COLL	85,709.00	71,788.40	71,788.40	0.00	13,920.60	83.76
2350	LEGAL SERVICES	25,000.00	12,447.32	12,447.32	0.00	12,552.68	49.79
2360	OFFICE SUPERINTDNT SVCS	336,089.00	252,012.52	252,012.52	0.00	84,076.48	74.98
2380	OFFICE PRINCIPAL SVCS	1,062,863.00	834,814.42	834,814.42	50.00	227,998.58	78.55
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	22,969.66	22,969.66	0.00	27,030.34	45.94
2440	NURSING SERVICES	281,437.00	206,877.94	206,877.94	122.09	74,436.97	73.55
2490	OTHER HEALTH SERV. (AEDS)	0.00	9,729.76	9,729.76	1,762.40	(11,492.16)	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	179,928.92	179,928.92	0.00	30,649.08	85.45
2514	PAYROLL SERVICES	92,632.00	74,479.58	74,479.58	0.00	18,152.42	80.40

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

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	82,481.70	82,481.70	0.00	17,097.30	82.83
2519	OTHER FISCAL SERVICES	134,125.00	100,908.32	100,908.32	0.00	33,216.68	75.23
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	98,137.35	98,137.35	0.00	23,885.65	80.43
2620	OPER BUILDING SVCS	1,933,112.00	1,535,798.77	1,535,798.77	115,408.93	281,904.30	85.42
2660	SECURITY SERVICES	74,260.00	74,779.69	74,779.69	2,875.00	(3,394.69)	104.57
2700	VEHICLE SVCS	0.00	3,258.00	3,258.00	0.00	(3,258.00)	0.00
2720	VEHICLE OPERATION SVCS	1,504,599.00	1,401,350.21	1,401,350.21	0.00	103,248.79	93.14
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	739,485.08	739,485.08	9,150.89	(150,086.97)	125.08
2832	RECRUITMENT & PLACEMENT	0.00	280.00	280.00	0.00	(280.00)	0.00
2834	STAFF DEV CERT NONINSTR	3,289.00	8,906.95	8,906.95	0.00	(5,617.95)	270.81
2836	STAFF DEV NONINS NONCER	4,500.00	2,243.43	2,243.43	0.00	2,256.57	49.85
2900	OTHER SUPPORT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
Total		8,255,223.00	6,839,034.42	6,839,034.42	129,369.31	1,286,819.27	84.41

MAJOR FUNCTION 2000 TOTALS

Total Expenditure	8,255,223.00	6,839,034.42	6,839,034.42	129,369.31	1,286,819.27	84.41
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	8,255,223.00	6,839,034.42	6,839,034.42	129,369.31	1,286,819.27	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
3000							
3200	SCHOOL SPON STUDENT ACT	0.00	0.00	0.00	0.00	0.00	0.00
3210	SCHL SPONS STUDENT ACTY	80,321.00	22,820.97	22,820.97	0.00	57,500.03	28.41
3250	ATHLETICS	638,781.00	542,368.77	542,368.77	9,858.55	86,553.68	86.45
3300	COMMUNITY SERVICES	44,706.00	26,533.84	26,533.84	0.00	18,172.16	59.35
3390	OTHER COMMUNITY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
Total		763,808.00	591,723.58	591,723.58	9,858.55	162,225.87	78.76
MAJOR FUNCTION 3000 TOTALS							
Total Expenditure		763,808.00	591,723.58	591,723.58	9,858.55	162,225.87	78.76
Total Other Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue		0.00	0.00	0.00	0.00	0.00	0.00
		763,808.00	591,723.58	591,723.58	9,858.55	162,225.87	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
4000							
4200	EXISTING SITE IMPROVE	0.00	0.00	0.00	0.00	0.00	0.00
4400	ARCHITECT SITE IMP SVCS	0.00	206,773.09	206,773.09	0.00	(206,773.09)	0.00
4500	BA C & I SVCS-O&A	0.00	0.00	0.00	0.00	0.00	0.00
4600	BUILD IMPROV SVCS-REPL	0.00	903,354.00	903,354.00	288,801.05	(1,192,155.05)	0.00
Total		0.00	1,110,127.09	1,110,127.09	288,801.05	(1,398,928.14)	0.00
MAJOR FUNCTION 4000 TOTALS							
Total Expenditure		0.00	1,110,127.09	1,110,127.09	288,801.05	(1,398,928.14)	0.00
Total Other Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue		0.00	0.00	0.00	0.00	0.00	0.00
		0.00	1,110,127.09	1,110,127.09	288,801.05	(1,398,928.14)	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
5000							
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	1,666,968.57	1,666,968.57	0.00	33,031.43	98.06
5251	FOOD SVC FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
5800	SUSPENSE ACCOUNT	0.00	(69,911.43)	(69,911.43)	0.00	69,911.43	0.00
5900	BUDGETARY RESERVE	350,000.00	0.00	0.00	0.00	350,000.00	0.00
Total		2,050,000.00	1,597,057.14	1,597,057.14	0.00	452,942.86	77.91
MAJOR FUNCTION 5000 TOTALS							
Total Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure		2,050,000.00	1,597,057.14	1,597,057.14	0.00	452,942.86	77.91
Total Revenue		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue		0.00	0.00	0.00	0.00	0.00	0.00
		2,050,000.00	1,597,057.14	1,597,057.14	0.00	452,942.86	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
6000							
6111	CURRENT REAL ESTATE TX	(7,545,761.00)	(7,610,749.19)	(7,610,749.19)	0.00	64,988.19	100.86
6112	INTERIM REAL ESTATE TX	(25,000.00)	(45,826.97)	(45,826.97)	0.00	20,826.97	183.31
6113	PUBLIC UTIL REALTY TX	(10,000.00)	(10,199.96)	(10,199.96)	0.00	199.96	102.00
6114	PAYMENTS LU OF CURR TX	0.00	(906.00)	(906.00)	0.00	906.00	0.00
6151	CUR 511 EARN INCOME TX	(2,750,000.00)	(1,869,310.91)	(1,869,310.91)	0.00	(880,689.09)	67.97
6153	CUR 511 RL EST TRANS TX	(115,000.00)	(113,398.98)	(113,398.98)	0.00	(1,601.02)	98.61
6411	DELINQ REAL ESTATE TAX	(440,000.00)	(242,754.58)	(242,754.58)	0.00	(197,245.42)	55.17
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)	(241,799.82)	(241,799.82)	0.00	221,799.82	1,209.00
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)	(43,024.00)	(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)	(221,695.00)	(221,695.00)	0.00	(61,764.00)	78.21

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

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)	(10,920.00)	(10,920.00)	0.00	5,920.00	218.40
6920	CONT&DONAT PRIV SRCS	(10,000.00)	(5,479.67)	(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)	(5,740.00)	(5,740.00)	0.00	(260.00)	95.67
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)	(40,665.00)	(40,665.00)	0.00	(5,835.00)	87.45
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	(861.93)	(861.93)	0.00	861.93	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	(394.24)	(394.24)	0.00	394.24	0.00
Total		(11,702,720.00)	(10,617,069.70)	(10,617,069.70)	0.00	(1,085,650.30)	90.72

MAJOR FUNCTION 6000 TOTALS

Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	(11,702,720.00)	(10,617,069.70)	(10,617,069.70)	0.00	(1,085,650.30)	90.72	
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(11,702,720.00)	(10,617,069.70)	(10,617,069.70)	0.00	(1,085,650.30)		

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
7000							
7110	BASIC INSTRUCTNL SUBSI	0.00	0.00	0.00	0.00	0.00	0.00
7111	BASIC EDUCATION FUNDING	(8,390,282.00)	(6,659,796.57)	(6,659,796.57)	0.00	(1,730,485.43)	79.38
7112	BASIC EDUCATION SS REV	(517,746.00)	(197,935.43)	(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)	(906,335.00)	(906,335.00)	0.00	(178,967.00)	83.51
7292	PRE K COUNTS	(275,000.00)	(254,761.91)	(254,761.91)	0.00	(20,238.09)	92.64
7310	TRANS (REGULAR&ADDIT)	(855,150.00)	0.00	0.00	0.00	(855,150.00)	0.00
7311	S D TRANSPORTATION	0.00	(706,389.00)	(706,389.00)	0.00	706,389.00	0.00
7312	N P TRANSPORTATION	0.00	(1,540.00)	(1,540.00)	0.00	1,540.00	0.00
7320	RENT & SINKING FUND PAY	(203,725.00)	(220,290.05)	(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)	(672,000.66)	(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)	(267,638.00)	(267,638.00)	0.00	0.00	100.00

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

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)	(949,777.70)	(949,777.70)	0.00	(1,388,899.30)	40.61
Total		(14,665,521.00)	(10,864,632.38)	(10,864,632.38)	0.00	(3,800,888.62)	74.08

MAJOR FUNCTION 7000 TOTALS

Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	(14,665,521.00)	(10,864,632.38)	(10,864,632.38)	0.00	(3,800,888.62)	74.08	
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(14,665,521.00)	(10,864,632.38)	(10,864,632.38)	0.00	(3,800,888.62)		

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
8000							
8512	COVID-19 SECIM	0.00	0.00	0.00	0.00	0.00	0.00
8514	TITLE I	(304,000.00)	(205,556.70)	(205,556.70)	0.00	(98,443.30)	67.62
8515	NCLB Title II Tch Trn	(47,000.00)	(38,636.04)	(38,636.04)	0.00	(8,363.96)	82.20
8517	TITLE IV	(22,000.00)	(6,118.68)	(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	(495,210.30)	(495,210.30)	0.00	495,210.30	0.00
8744	ARP ESSER III	0.00	(206,104.55)	(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	(21,745.12)	(21,745.12)	0.00	21,745.12	0.00
8752	ARP ESSER Summer Programs	0.00	(4,103.98)	(4,103.98)	0.00	4,103.98	0.00
8753	ARP ESSER After School Programs	0.00	(4,410.24)	(4,410.24)	0.00	4,410.24	0.00
8810	ACCESS-MEDICAL ASSIST	(75,000.00)	(741.94)	(741.94)	0.00	(74,258.06)	0.99
8820	MA ADMIN FEES	0.00	(151.57)	(151.57)	0.00	151.57	0.00
Total		(448,000.00)	(982,779.12)	(982,779.12)	0.00	534,779.12	219.37
MAJOR FUNCTION 8000 TOTALS							
Total Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		(448,000.00)	(982,779.12)	(982,779.12)	0.00	534,779.12	219.37
Total Other Revenue		0.00	0.00	0.00	0.00	0.00	0.00
		(448,000.00)	(982,779.12)	(982,779.12)	0.00	534,779.12	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

Summarization Level: MAJOR FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
9000							
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 EXPDPT	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
Total		0.00	0.00	0.00	0.00	0.00	0.00
MAJOR FUNCTION 9000 TOTALS							
Total Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenditure		0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue		0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	

Condensed Board Summary Report

From 07/01/2022 To 04/30/2023

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	19,725,767.18	19,725,767.18	441,175.40	5,211,057.42	79.47
Total Other Expenditure	2,050,000.00	1,597,057.14	1,597,057.14	0.00	452,942.86	77.91
Total Revenue	(26,816,241.00)	(22,464,481.20)	(22,464,481.20)	0.00	(4,351,759.80)	83.77
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	611,759.00	(1,141,656.88)	(1,141,656.88)	441,175.40	1,312,240.48	

**East Lycoming School District
Treasurer's Report
April 30, 2023**

General Fund Checking Account	April 1, 2023	2,188,972.19
PLGIT Account	April 1, 2023	6,438,770.46
TOTAL		8,627,742.65

Cash Receipts	April 2023	3,859,825.03
Cash Disbursements	April 2023	(3,707,437.16)
NET CASH CHANGE		152,387.87

General Fund Checking Account	April 30, 2023	2,800,194.28
PLGIT Account	April 30, 2023	5,979,936.24
TOTAL		8,780,130.52

Interest Rates		Feb-23		Mar-23		Apr-23
Checking MBT		2.25%		2.25%		2.71%
PLGIT		4.35%		4.49%		4.66%

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: 01 - GENERAL FUND Payment Dates: 04/20/2023 - 05/18/2023

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	Amount
0000049699	04/25/2023	PHAC	GENERAL ASSEMBLY MEETING		25.00
0000049700	04/27/2023	ASHKAR CAFETERIA	PRE-K COUNTS MEALS		349.20
0000049701	04/27/2023	AT&T MOBILITY	COMMUNICATION		281.82
0000049702	04/27/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		4,765.46
0000049703	04/27/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		6,349.82
0000049704	04/27/2023	RENN CAFETERIA	PRE-K COUNTS MEALS		255.05
0000049705	04/27/2023	UGI CENTRAL PENN GAS	NATURAL GAS		2,966.07
0000049706	04/27/2023	WASTE MANAGEMENT OF PA INC	DISPOSAL SERVICE		2,904.32
0000049707	05/01/2023	PHILADELPHIA ZOO-GROUP SALES OFFICE	FIELD TRIP - 5TH GRADE		870.00
0000049708	05/01/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		101.01
0000049709	05/01/2023	T-MOBILE	COMMUNICATION		59.56
0000049710	05/01/2023	UGI ENERGY SERVICES LLC	NATURAL GAS		827.78
0000049711	05/01/2023	WEATHERPROOFING TECHNOLOGIES INC	HS ROOF RESTORATION PROJECT		19,786.05
0000049712	05/11/2023	BENJAMIN ROBERTS OFFICE INTERIORS	TABLES AND STOOLS		5,124.63
0000049713	05/11/2023	DIRECT ENERGY BUSINESS	ELECTRICITY		704.78
0000049714	05/11/2023	FULLINGTON TRAILWAYS	FIELD TRIP - 5TH GRADE		7,000.00
0000049715	05/11/2023	FORT HUNTER MANSION AND PARK	FIELD TRIP - 4TH GRADE		165.00
0000049716	05/11/2023	NATIONAL CONSTITUTION CENTER	FIELD TRIP - 5TH GRADE		420.00
0000049717	05/11/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		1,619.72
0000049718	05/11/2023	PPL ELECTRIC UTILITIES	ELECTRICITY		5,529.97
0000049719	05/11/2023	T-MOBILE	COMMUNICATION		80.80
0000049720	05/11/2023	VERIZON WIRELESS	COMMUNICATION		954.58
0000049721	05/11/2023	ALEXIS M WARF	LIFE SKILLS FIELD TRIP		483.00
0000049722	05/11/2023	DAVID RICHARDS	LIFE SKILLS FIELD TRIP		222.50
0000049723	05/11/2023	RICHARD KOHR	LIFE SKILLS FIELD TRIP		222.50
0000049724	05/11/2023	CHARLES C. FENNELL JR	LIFE SKILLS FIELD TRIP		222.50
0000049725	05/18/2023	AMAZON CAPITAL SERVICES	PRE-K GRADUATION SUPPLIES		3,863.60
0000049726	05/18/2023	AMERICHEM INTERNATIONAL, INC.	MAINTENANCE SUPPLIES		5,206.83
0000049727	05/18/2023	AMERIGAS	PROPANE		4,201.62
0000049728	05/18/2023	ASHKAR CAFETERIA	PRE-K COUNTS MEALS		155.20
0000049729	05/18/2023	B. J. BUS CO.	CONTRACTED CARRIERS		18,814.56
0000049730	05/18/2023	BRIAN S BARCKLEY	PMEA - TRAVEL & MEALS		223.62
0000049731	05/18/2023	LAURA BARONDEAU	COFFEE SHOP SUPPLIES		59.28
0000049732	05/18/2023	BEN FRANKLIN STORE	NURSE SUPPLIES		92.46
0000049733	05/18/2023	BEST PLUMBING SPECIALTIES INC	MAINTENANCE SUPPLIES		155.90
0000049734	05/18/2023	BLAST INTERMEDIATE UNIT 17	SPEC ED, EQUIP BILLING		82,159.41

* - 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: 04/20/2023 - 05/18/2023

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

Sort: Payment Number

0000049735	05/18/2023	HERMAN H BRAIM JR INC	SERVICE CALLS - COOLER, FREEZER	924.00
0000049736	05/18/2023	BSN SPORTS	REPLACEMENT JERSEYS	665.01
0000049737	05/18/2023	BUCK LUMBER COMPANY	MAINTENANCE SUPPLIES	220.87
0000049738	05/18/2023	HEATHER N BURKE	TRAVEL 4/19-20/2023	56.33
0000049739	05/18/2023	CAPP USA	MAINTENANCE SUPPLIES	80.76
0000049740	05/18/2023	CARDIO PARTNERS	AED BATTERIES & POWER CORDS	461.98
0000049741	05/18/2023	CBIZ PAYROLL	H.S.A. FEES	21.00
0000049742	05/18/2023	CDW GOVERNMENT	SMARTBOARDS - ELEF GRANT, PRINTER	8,804.02
0000049743	05/18/2023	CENTRAL SUSQUEHANNA IU	TEACHERS OF THE HEARING IMPAIRED	8,070.75
0000049744	05/18/2023	CLARION STREET CONSULTING	TECH TROUBLESHOOTING	200.00
0000049745	05/18/2023	CM REGENT LLC	LIFE INSURANCE - MAY 2023	1,588.95
0000049746	05/18/2023	COLE'S HARDWARE INC	MAINTENANCE SUPPLIES	28.48
0000049747	05/18/2023	COMCAST	COMMUNICATION	2,486.27
0000049748	05/18/2023	COMMERCIAL LIGHTING	REPLACEMENT BULBS - MULT. BLDGS	1,146.01
0000049749	05/18/2023	COMMONWEALTH CHARTER ACADEMY	STUDENT TUITION (41)	47,445.73
0000049750	05/18/2023	COLLEEN K CONVERSE	TRAVEL - PSERS TRAINING	30.13
0000049751	05/18/2023	COOPER ELECTRIC	TECH SUPPLIES	24.64
0000049752	05/18/2023	D.R. SNYDER INC.	CONTRACTED CARRIERS	41,531.40
0000049753	05/18/2023	EAST LYCOMING SHOPPER	ADVERTISING	0.40
0000049754	05/18/2023	ENVIRONMENTAL ABATEMENT	COMPLIANCE SERVICES	500.00
0000049755	05/18/2023	JC EHRLICH	PEST MANAGEMENT - ALL BLDGS	1,481.05
0000049756	05/18/2023	ELSD CAFETERIA	PSSA SNACKS - ELEMENTARY	1,986.00
0000049757	05/18/2023	ENVIRONMENTAL SERVICE LABORATORIES INC.	WATER TESTING - RENN, FERRELL	237.54
0000049758	05/18/2023	FAST SIGNS	ALUMINUM SIGNS - RENN	217.11
0000049759	05/18/2023	FREEZER'S AUTO PARTS	MAINTENANCE SUPPLIES	60.50
0000049760	05/18/2023	MEGAN FOX	TEACHER ALLOWANCE	50.00
0000049761	05/18/2023	GOPHER	PICKLEBALL SUPPLIES - ELEF GRANT	2,507.68
0000049762	05/18/2023	JENNIFER GOOD	TEACHER ALLOWANCE, NOVELS	62.56
0000049763	05/18/2023	GRAINGER	MAINTENANCE SUPPLIES	12.36
0000049764	05/18/2023	PAULA J GREEN	TEACHER ALLOWANCE, TRAVEL 3/2-16/23	100.44
0000049765	05/18/2023	HERFF JONES LLC	DIPLOMAS	14.78
0000049766	05/18/2023	HUGHESVILLE BOROUGH	SRO SERVICES	6,610.00
0000049767	05/18/2023	TARA S HOLDREN	TRAVEL - WVIA	74.41
0000049768	05/18/2023	IMMACULATA UNIVERSITY	TUITION - T. WINTERS	3,096.00
0000049769	05/18/2023	INSIGHT PA CYBER CHARTER SCHOOL	STUDENT TUITION (3)	3,547.65
0000049770	05/18/2023	IPS GLOBAL	TONER	804.40
0000049771	05/18/2023	K&S MUSIC CENTER LLC	SOUND SYSTEM - AUDITORIUM/GYM	3,256.00

* - 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: 04/20/2023 - 05/18/2023

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

Sort: Payment Number

0000049772	05/18/2023	KEYSTONE ADVERTISING SPECIALTIES	AWARDS-CHEER, WREST., SOCCER	450.00
0000049773	05/18/2023	CHRISTINE KITZMILLER	CONTRACTED CARRIERS	9,009.76
0000049774	05/18/2023	JENNY L KREPSHAW	TRAVEL	85.26
0000049775	05/18/2023	LAW OFFICES OF ANGELA J. EVANS	LEGAL SERVICES	180.00
0000049776	05/18/2023	LYCO CAREER & TECH CENTER	SPARTAN SIPS SIGN, FLEX CLASS SUPPLIES	317.68
0000049777	05/18/2023	LEXIA LEARNING SYSTEMS LLC	LETRS PARTICIPANT MATERIALS BUNDLE -ESSER GRANT	42,294.00
0000049778	05/18/2023	LUMINARY	SUBSCRIPTION - D.O.	32.00
0000049779	05/18/2023	TRACY LUNGER	TEACHER ALLOWANCE	50.00
0000049780	05/18/2023	WILLIAM V MACGILL & CO	NURSE SUPPLIES	65.64
0000049781	05/18/2023	MARCO	COPY CHARGES	483.43
0000049782	05/18/2023	MCCLURE COMPANY	COIL CLEANING, FILL CHILLERS	10,044.00
0000049783	05/18/2023	BROOKE A MCCONNELL	PRE-K COUNTS SUPPLIES & CERTIFICATE	423.29
0000049784	05/18/2023	MCCORMICK LAW FIRM	LEGAL SERVICES	1,058.58
0000049785	05/18/2023	RHONDA C MINIER	PRE-K COUNTS SUPPLIES	204.08
0000049786	05/18/2023	MVT FLOORING	BUILDING REPAIRS - HS	2,300.00
0000049787	05/18/2023	MYERS ENVIRONMENTAL SERVICES LLC	ROUTINE OPS & MGMT	2,568.00
0000049788	05/18/2023	ELERY W NAU INC	KEY BLANKS	29.88
0000049789	05/18/2023	NCS PEARSON INC	PSYCHOLOGY SUBTESTS	18.00
0000049790	05/18/2023	LONNIE F OHNMEISS	CONTRACTED CARRIERS	8,103.69
0000049791	05/18/2023	PENNSYLVANIA PAPER & SUPPLY COMPANY	MAINTENANCE SUPPLIES	2,225.08
0000049792	05/18/2023	PAULHAMUS LITHO INC.	OFFICE SUPPLIES	307.00
0000049793	05/18/2023	PENNSYLVANIA CYBER CHARTER SCHOOL	STUDENT TUITION (6)	6,095.31
0000049794	05/18/2023	PAFPC	ANNUAL MEMBERSHIP - 3 SEATS	100.00
0000049795	05/18/2023	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	STUDENT TUITION (4)	827.77
0000049796	05/18/2023	PANORAMA EDUCATION INC	SEL ASSESSMENT SOFTWARE - PCCD GRANT	25,830.00
0000049797	05/18/2023	ALLISON C PAULHAMUS	TEACHER ALLOWANCE	50.00
0000049798	05/18/2023	APRIL PAULHAMUS	TRAVEL 3/3-4/27/2023	223.36
0000049799	05/18/2023	PA DEPT LABOR & INDUSTRY E	ELEVATOR CERT OF OPERATION	78.98
0000049800	05/18/2023	PIONEER MANUFACTURING COMPANY	FIELD PAINT - SOCCER & FOOTBALL FIELDS	2,847.64
0000049801	05/18/2023	RESERVE ACCOUNT	POSTAGE REFILL	500.00
0000049802	05/18/2023	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	POSTAGE MACHINE RENTAL	408.99
0000049803	05/18/2023	PITSCO EDUCATION	STEM SUPPLIES - ELEF GRANT	4,194.75
0000049804	05/18/2023	PSBA INSURANCE TRUST	UNEMPLOYMENT CLAIMS 3RD QTR	1,785.24
0000049805	05/18/2023	QUILL CORPORATION	OFFICE SUPPLIES	198.50
0000049806	05/18/2023	RAKESTRAW TRANSPORTATION INC	CONTRACTED CARRIERS	16,116.03
0000049807	05/18/2023	REACH CYBER CHARTER SCHOOL	STUDENT TUITION (1)	1,015.88
0000049808	05/18/2023	TINA REMSNYDER	TBRI COURSE	267.54

* - 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:** 04/20/2023 - 05/18/2023

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

Sort: Payment Number

0000049809	05/18/2023	RENN CAFETERIA	PRE-K COUNTS MEALS	120.10
0000049810	05/18/2023	SCHAEGLER/YESCO DIST	MAINTENANCE SUPPLIES	342.42
0000049811	05/18/2023	BRIAN SCOTT	PMEA - MEALS	239.46
0000049812	05/18/2023	SCHOOL DISTRICT OF PITTSBURGH	STUDENT TUITION (1)	6,431.26
0000049813	05/18/2023	SEEDWAY, LLC	MAINTENANCE SUPPLIES	713.20
0000049814	05/18/2023	SAMANTHA A SHERMAN	TEACHER ALLOWANCE	49.80
0000049815	05/18/2023	SHI INTERNATIONAL CORP	MAINT LAPTOP	2,724.59
0000049816	05/18/2023	T M SNYDER INC	CONTRACTED CARRIERS	40,412.24
0000049817	05/18/2023	SPORTSMANS	TENNIS BALLS	107.00
0000049818	05/18/2023	MARISA SPONHOUSE	TRAVEL 4/5-4/19/2023	21.62
0000049819	05/18/2023	MARK STAMM	TRAVEL 3/6-4/4/2023	176.85
0000049820	05/18/2023	STROUP BUS COMPANY LLC	CONTRACTED CARRIERS	35,939.73
0000049821	05/18/2023	SUN-GAZETTE	ADVERTISING	1,004.34
0000049822	05/18/2023	WEX BANK	GASOLINE - DISTRICT, DRIVERS ED VEHICLES	186.22
0000049823	05/18/2023	SUSQUEHANNA FIRE EQUIPMENT CO	FIRE SAFETY CHECK/MAINTENANCE	1,512.00
0000049824	05/18/2023	JESSICA L TAGLIAFERRI	TEACHER ALLOWANCE	48.40
0000049825	05/18/2023	TECH TO SCHOOL	SPARE IPADS	795.00
0000049826	05/18/2023	TJ'S MARKET	COFFEE SHOP SUPPLIES	130.04
0000049827	05/18/2023	TOPP BUSINESS SOLUTIONS	COPY CHARGES	552.71
0000049828	05/18/2023	UGI CENTRAL PENN GAS	NATURAL GAS	953.18
0000049829	05/18/2023	VERIZON WIRELESS	COMMUNICATION	90.12
0000049830	05/18/2023	VERNIER SOFTWARE	CHEMISTRY SUPPLIES - ELEF GRANT	3,335.34
0000049831	05/18/2023	BARRY WALDMAN	TRAVEL 3/6-4/23/2023	201.74
0000049832	05/18/2023	JILL R WARG	TRAVEL 4/3-28/2023	184.06
0000049833	05/18/2023	VICTORIA R WELCH	TEXTBOOK REIMBURSEMENT	85.61
0000049834	05/18/2023	ANITA K WERTZ	CLASS SUPPLIES	88.12
0000049835	05/18/2023	AMY SECULES	CPR CERTIFICATION STUDENT REFUND	35.00
0000049836	05/18/2023	TRACY CLAYTON	CPR CERTIFICATION STUDENT REFUND	35.00
0000049837	05/18/2023	APRIL MCCUSKER	CPR CERTIFICATION STUDENT REFUND	35.00
0000049838	05/18/2023	HEATHER KOSER	CPR CERTIFICATION STUDENT REFUND	35.00
0000049839	05/18/2023	NATALIE GORDNER	CPR CERTIFICATION STUDENT REFUND	35.00
0000049840	05/18/2023	MICHELE HARMON	CPR CERTIFICATION STUDENT REFUND	35.00
* 00WIRE1326	04/18/2023	ELSD PAYROLL ACCOUNT	SALARIES & BENEFITS 04/21/2023	456,168.46
* 00WIRE1327	04/21/2023	ELSD ATHLETIC FUND	REF & BANQUET PAY THRU 04/30/23	5,731.00
* 00WIRE1329	04/16/2023	RELIANCE STANDARD LIFE	DISABILITY INSURANCE 05/2023	494.53
* 00WIRE1330	04/20/2023	DELTA DENTAL	DENTAL INSURANCE 04/14/2023	3,777.45
* 00WIRE1331	04/21/2023	ELSD PAYROLL ACCOUNT	***VOID***	0.00

* - 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:** 04/20/2023 - 05/18/2023

Sort: Payment Number

10 - GENERAL FUND	2,008,167.25
--------------------------	---------------------

Grand Total All Payments	2,008,167.25
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* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

The Muncy Bank
& Trust Company

May 2023 Statement

Page 1 of 4

Open Date: 04/04/2023 Closing Date: 05/02/2023



Visa® Community Card

EAST LYCOMING SCHOOL

Elan Financial
Services
BUS 30 ELN

1-866-552-8855

1

New Balance \$3,786.25
Minimum Payment Due \$3,786.25
Payment Due Date 05/28/2023

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 3,786
Reward Center Balance 175,394
as of 05/01/2023
For details, see your rewards summary.

Activity Summary

Previous Balance	+	\$7,296.14
Payments	-	\$7,296.14 ^{CR}
Other Credits		\$0.00
Purchases	+	\$3,786.25
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$3,786.25
Past Due		\$0.00
Minimum Payment Due		\$3,786.25
Credit Line		\$10,000.00
Available Credit		\$6,213.75
Days in Billing Period		29

Payment Options:



Mail payment coupon
with a check



Pay online at
myaccountaccess.com



Pay by phone
1-866-552-8855

No payment is required.

CPN 002057658

The Muncy Bank
& Trust Company

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:

Your new full balance of \$3,786.25 will be automatically deducted from your account on 05/22/23.



May 2023 Statement 04/04/2023 - 05/02/2023

EAST LYCOMING SCHOOL

Elan Financial Services

Page 3 of 4

1-866-552-8855

Transactions CREAMY ADAM Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
04/18	04/17	1852	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$21.19	_____
04/19	04/18	5614	ELEMENTOR HTTPSELEMENTO DE	\$62.54	_____
04/19	04/18	6939	SENDPULSE.COM 415-800-2960 NJ	\$16.85	_____
04/19	04/18	4777	STICKER MULE STICKERMULE.C NY	\$136.00	_____
04/20	04/19	5131	SP BODNO.COM HTTPSBODNO.CO NJ	\$19.99	_____
04/21	04/20	4513	CALENDLY HTTPSCALENDLY GA	\$144.00	_____
04/24	04/23	8342	FS *faxpurchase 877-3278914 CA	\$6.35	_____
04/24	04/23	9080	PAYPAL *DIGITALINSP 4029357733 SG	\$29.95	_____
04/24	04/23	8014	DROPBOX FAX MONTHLY HTTPSWWW.HELL CA	\$15.88	_____
04/24	04/21	2917	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$254.27	_____
04/24	04/21	3016	GETCLOUDAPP.COM GETCLOUDAPP.C CA	\$27.00	_____
04/28	04/27	4556	COURSRA99CLE6G30DXPXQ 650-963-9884 CA	\$49.00	_____
04/28	04/27	2885	QUICKEN INC 650-250-1900 CA	\$88.91	_____
Total for Account				\$1,410.17	

Transactions OCHS, VALERIE Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
04/10	04/08	8470	UPS*1Z00U5GT0300024013 800-811-1648 GA	\$20.10	_____
04/18	04/17	7905	ANGELSENSE HTTPSWWW.ANGE NJ	\$39.99	_____
04/20	04/18	9740	KALAHARI RESORT - PA POCONO MANOR PA	\$656.03	_____
04/20	04/19	4766	AMAZON.COM*HV6SH4162 A AMZN.COM/BILL WA	\$25.00	_____
04/27	04/26	1061	The Webstaurant Store 717-392-7472 PA	\$1,038.06	_____
04/27	04/26	8441	STERI-FABSTORE 570-822-6100 PA	\$269.29	_____
04/27	04/26	8458	STERI-FABSTORE 570-822-6100 PA	\$271.42	_____
04/27	04/26	1166	AMAZON.COM*HF6X68980 A AMZN.COM/BILL WA	\$25.00	_____
04/27	04/26	6139	UPS*1Z0F0TB10307905032 800-811-1648 GA	\$10.00	_____
Total for Account				\$2,354.89	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
04/04	04/04	ET	PAYMENT THANK YOU	\$7,296.14CR	_____
Total for Account				\$7,296.14CR	

Continued on Next Page



Community Card Rewards

Rewards Center Activity as of 05/01/2023

Rewards Center Activity*	0
Rewards Center Balance	175,394

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	3,786	22,083
Total Earned	3,786	22,083

Points Expiring on 06/30/2023: 10640

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 \$3786.25 will be automatically deducted from your bank account on 05/22/2023. 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
Purchases and Other Debits					
04/17	04/15	3886	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$21.19	_____
			Total for Account [REDACTED]	\$21.19	

Transactions CREASY, ADAM Credit Limit \$5000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
04/06	04/05	2114	2COCOM*MALWAREBYTES.CO 888-2471614 GA	\$211.95	_____
04/10	04/07	3009	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$16.95	_____
04/13	04/12	1892	WEB*NETWORKSOLUTIONS 888-6429675 FL	\$9.99	_____
04/14	04/14	3224	DROPBOX SIGN MONTHLY HTTPSWWW.HELL CA	\$63.60	_____
04/17	04/16	1977	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$190.80	_____
04/17	04/15	0207	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$16.95	_____
04/17	04/14	2173	TOTALCHOICE HOSTING 800-9300485 MI	\$28.00	_____

Continued on Next Page



May 2023 Statement 04/04/2023 - 05/02/2023

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EAST LYCOMING SCHOOL

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	\$3,786.25	\$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

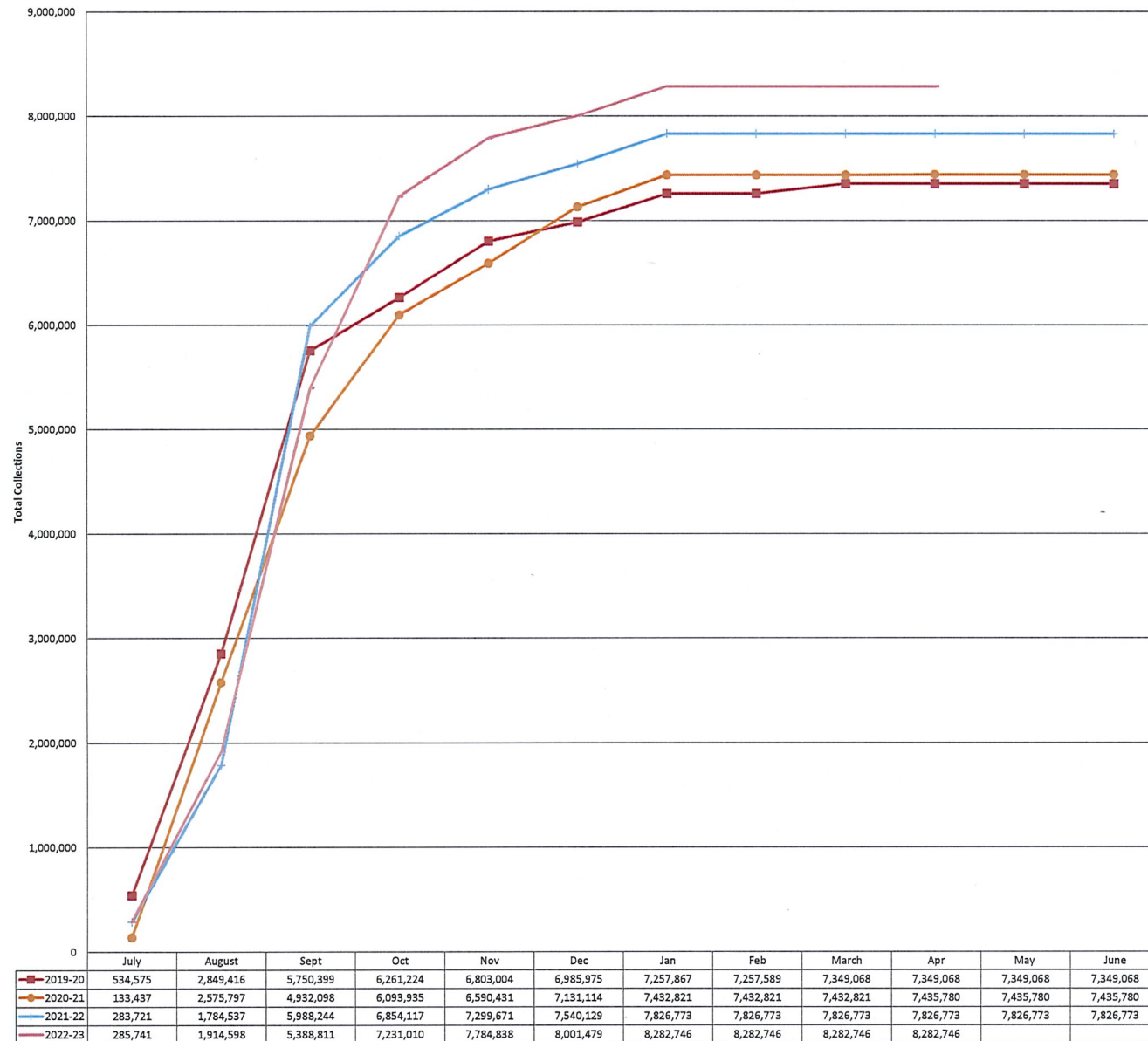
ANALYSIS OF FISCAL YEAR
REAL ESTATE EIT COLLECTIONS
UNDER ACT 24 (EIT)
AND GAMING

Cash Basis Month Received	Real Estate	Supplemental State Subsidy	Total RE & Sup.	Earned Income Tax	Total Collections	Cumulative Monthly Total
2022-23						
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	343,443.08	343,443.08	10,806,861.48
Apr-23	0.00	0.00	0.00	251,750.96	251,750.96	11,058,612.44
May-23	0.00	0.00	0.00	0.00	0.00	11,058,612.44
Jun-23	0.00	0.00	0.00	0.00	0.00	11,058,612.44
Totals	<u>7,610,749.19</u>	<u>672,000.66</u>	<u>8,282,749.85</u>	<u>2,775,862.59</u>	<u>11,058,612.44</u>	
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
Totals	<u>7,290,570.32</u>	<u>536,206.81</u>	<u>7,826,777.13</u>	<u>3,080,437.43</u>	<u>10,907,214.56</u>	
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
Totals	<u>6,902,987.76</u>	<u>532,796.52</u>	<u>7,435,784.28</u>	<u>3,128,964.72</u>	<u>10,564,749.00</u>	

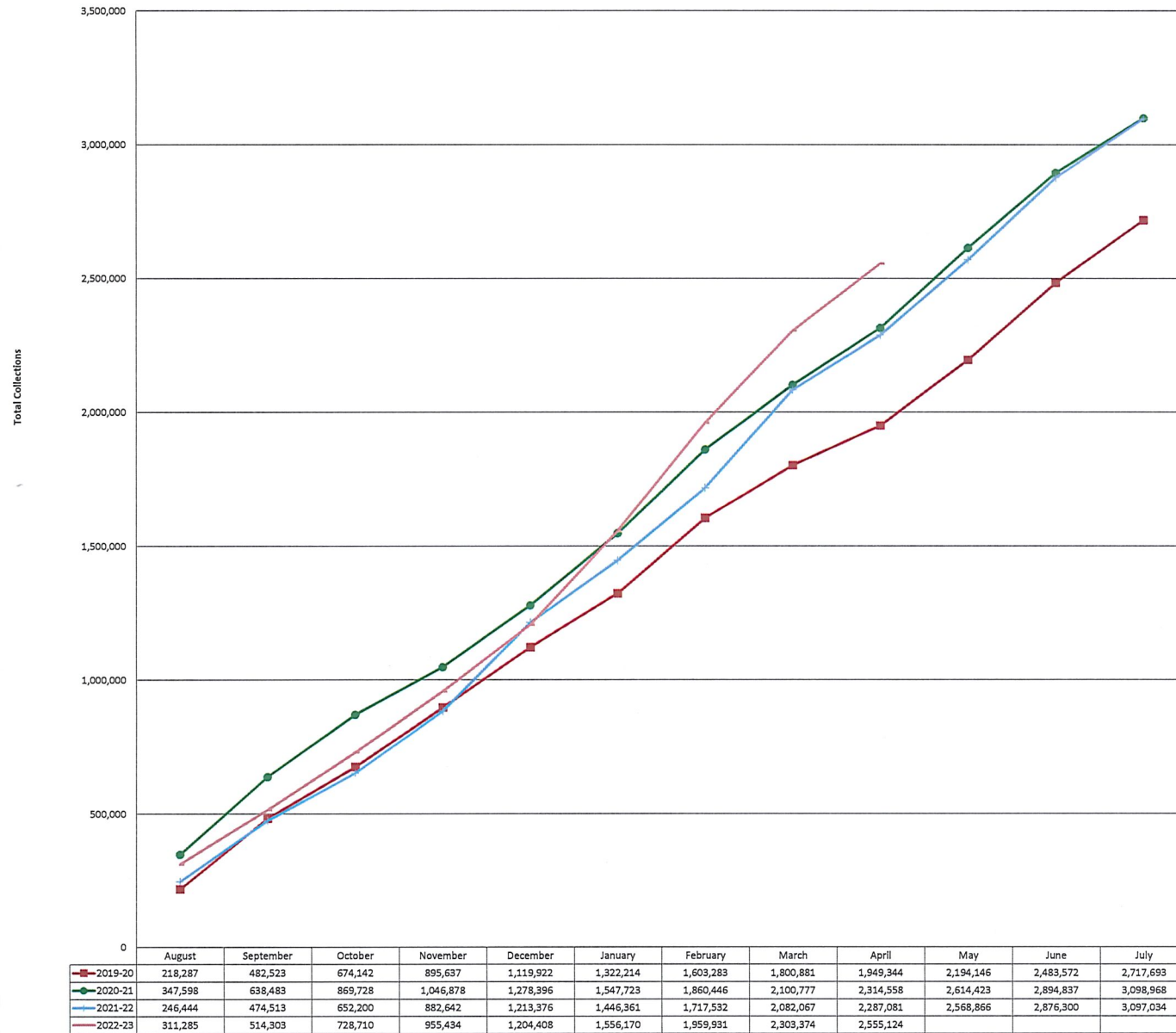
ANALYSIS OF FISCAL YEAR
REAL ESTATE EIT COLLECTIONS
UNDER ACT 24 (EIT)
AND GAMING

	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	2,188,972
Apr	1,418,588	4,227,876	2,800,194
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 APRIL 30, 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	55,375.92	40.58	10.00	55,375.92	6,981.77
4/30/2023	6,981.77	17,404.03	23.44	10.00	17,404.03	6,995.21
5/31/2023	6,995.21	0.00	0.00	0.00	0.00	6,995.21
6/30/2023	6,995.21	0.00	0.00	0.00	0.00	6,995.21
		466,848.62	354.58	60.00	465,357.61	

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 APRIL 30, 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
MM Architects	Architect Fees-Construction Documents	3/9/2023	2865	55,375.92
MM Architects	Architect Fees-Construction Documents	4/5/2023	2866	17,404.03
				<hr/> <hr/> 465,357.61

Date	Account	Num	Payee	Memo	Category	C l r	Amount
Balance 4/19/23							116,473.49
4/20/23	HHS 22-23	91		Pre orders for 4/19/23	Spartan Sips		67.00
4/20/23	HHS 22-23	card		Card apps preorders	Spartan Sips		6.72
4/20/23	HHS 22-23	92		Sales 4/19/23	Spartan Sips		913.75
4/20/23	HHS 22-23	card		Card app sales 4/19/23	Spartan Sips		128.72
4/27/23	HHS 22-23	TXFR		Transfer to SR High Student Council	Jr High Student Council		-1,000.00
4/27/23	HHS 22-23	TXFR		Transfer from JH Student Council	Sr High Student Council		1,000.00
4/27/23	HHS 22-23	7762	Victoria Welch	Refund for treats for PSSA	Jr High Student Council		-176.28
4/28/23	HHS 22-23	93		Ticket sales	Musical		7,296.42
4/28/23	HHS 22-23	94		Tuesday 4/26/23	Spartan Sips		45.50
4/28/23	HHS 22-23	95		Thursday 4/27/23	Spartan Sips		856.75
4/28/23	HHS 22-23	card		Card app sales	Spartan Sips		134.13
4/28/23	HHS 22-23	EFT		Deposit slips for account	Interest Account		-96.61
4/30/23	HHS 22-23			April Interest	Interest Account		276.77
5/1/23	HHS 22-23	7763	Denise Gorini	Food for athletes at meeets	Track		-108.18
5/1/23	HHS 22-23	7764	Denise Gorini	Food for athletes at meeets	Track		-118.72
5/2/23	HHS 22-23	7765	Lyc0 CTC	Musical sets by Construction Trades	Musical		-1,027.92
5/5/23	HHS 22-23	96		Terri Lynn sale	Sr High Student Council		43.88
5/5/23	HHS 22-23	97		5/3 Pre-orders	Spartan Sips		50.50
5/5/23	HHS 22-23	card		card app sales	Spartan Sips		3.80
5/5/23	HHS 22-23	98		field trip/tshirts	AP Bio Club		376.00
5/5/23	HHS 22-23	99		Sales 5/4/23	Spartan Sips		563.91
5/5/23	HHS 22-23	7766	John Martin	Reimburse for club expenses	Video Production Club		-393.89
5/5/23	HHS 22-23	7767	ELSD General Fund	Transportation Field trip	Video Production Club		-228.00
5/5/23	HHS 22-23	7768	Christi Babb	Reimbursement May Day supplies	Sr High Student Council		-138.59
5/5/23	HHS 22-23	card		card app sales 5/4/23	Spartan Sips		97.34
5/9/23	HHS 22-23	100		Yard Sale	Class 25		794.00
5/9/23	HHS 22-23	7769	East Lycoming School District	Bus fee/Music Theatre Fees	Musical		-69.26
5/9/23	HHS 22-23	7770	Rosewood Flowers	Senior flowers/Musical	Musical		-165.00
5/9/23	HHS 22-23	7771	Bellavie Photography, LLC	Prom photography	Class 24		-150.00
5/9/23	HHS 22-23	7772	High Voltage Entertainment	Prom DJ services	Class 24		-450.00
5/9/23	HHS 22-23	7773	Bounce House Rentals of Lancaster LLC	May Day Bounce House	Sr High Student Council		-1,774.95
5/9/23	HHS 22-23	ADJ **VOID check #7682**		Student donated to Student Council	Sr High Student Council		11.99
5/10/23	HHS 22-23	7774	Future Business Leaders of America, Inc	National Leadership Conference 2023	FBLA		-295.00
5/10/23	HHS 22-23	7775	East Lycoming School District	Reimburse for expenses	Spartan Sips		-1,077.34
5/10/23	HHS 22-23	7776	Albright Studio	Replace check #7689	Chorus		-300.00
5/10/23	HHS 22-23	VOID		Void check #7689	Chorus		300.00
5/15/23	HHS 22-23	101		Pre orders 5/9/23	Spartan Sips		72.50
5/15/23	HHS 22-23	Card		card app sales	Spartan Sips		3.31
5/15/23	HHS 22-23	102		Baltimore trip	AP Bio Club		1,281.00
5/15/23	HHS 22-23	103		Prom tickets	Class 24		1,364.00
5/15/23	HHS 22-23	104		Sales 5/10,5/11	Spartan Sips		817.00
5/15/23	HHS 22-23	card		card app sales 5/11,5/12	Spartan Sips		102.71
5/15/23	HHS 22-23	7777	AJ Limo Coach	Baltimore aquarium 5/18/23	AP Bio Club		-2,050.00
5/17/23	HHS 22-23	7778	National Aquarium	AP Bio 5-18-23	AP Bio Club		-667.45
5/17/23	HHS 22-23	7779	Denise Gorini	Food for athletes at meeets	Track		-95.80
Total 4/20/23 - 5/17/23							6,224.71
Balance 5/17/23							122,698.20
Total Inflows							16,607.70
Total Outflows							-10,382.99
Net Total							6,224.71



Administrative Assistant to the Superintendent East Lycoming S D Job Description

JOB INFORMATION

<i>Title:</i>	Administrative Assistant to the Superintendent - East Lycoming S D
<i>FLSA:</i>	Exempt
<i>Terms of Employment:</i>	12 Months
<i>Employee Group:</i>	Support
<i>Location</i>	Central Office
<i>Last Edited On:</i>	5/16/2023 2:47:13 PM

ORGANIZATION

<i>County:</i>	Lycoming
<i>Entity:</i>	East Lycoming S D
<i>Department:</i>	Superintendent's Office
<i>Reports To:</i>	Superintendent

JOB GOAL

To assure the smooth and efficient operation of the Superintendent's Office and to continuously improve efficiency and accuracy in the performance of job responsibilities.

ESSENTIAL FUNCTIONS

1. Performs general office duties including but not limited to answering phones and directing calls, responding to or redirecting emails, opening, processing, and distributing mail, preparing, typing and maintaining forms, reports correspondence, and memos. Greets and assists visitors. Interacts with others in a positive and professional manner. Is discrete, diplomatic and active, and listens attentively. Maintains and updates district forms.
2. Assists Superintendent by reading, researching and routing correspondence, drafting letters and documents and collecting and analyzing information for reports, presentations and responses to inquiries.
3. Uses computer/technology skills in performance of duties, such as use of the Internet, accessing databases, spreadsheet design, desktop publishing and creation of forms. Updates skills to ensure ability to use technology and implement new practices and procedures as they are developed.
4. Ensures equipment in work area is kept stocked with paper, ink, toner or similar items necessary to their daily use and maintained in working order, addresses minor malfunctions, places work orders and makes service calls as necessary when malfunctions cannot be handled in house.
5. Abides by federal, state and local school laws and regulations, mandated programs, district policies and administrative regulations and applicable collective bargaining agreements with district employees. Maintains confidentiality with all District and School Board information, including District and school population information.
6. Establishes filing systems appropriate for office environment and in accordance with standardized records management procedures; retrieves filed documents and materials; maintains classified or confidential materials in accordance with security procedures; transfers and discards files in accordance with established business procedures and schedules.
7. Performs duties as office manager for the Superintendent's office; maintains Superintendent's appointment calendar; prepares Superintendent's incoming mail for his/her review and signs outgoing mail, when appropriate; maintains Superintendent's confidential information; and places, receives, and screens telephone calls for employer.
8. Monitors timelines for submission of agenda items for board and committee meetings. Solicits and collects agenda items from administrators, including but not limited to compiling hiring information as needed. Assists with development of board and committee meeting agendas and posts to the website, assembles and posts; non-public information for school director's review, prepares minutes from the board secretary and assembles and provides handouts, as needed.
9. Maintains all bus contractors and bus drivers records and personnel files. Performs review of all files to ensure accuracy of clearances, physicals and registrations while maintaining confidentiality.
10. Processes all lunch applications, direct certification, all letters, verification and review of free/reduced lunch qualifications. Files required reports associated with free/reduced lunches. Updates student information system (Sapphire) and Primero Edge as needed.
11. Provides support to Superintendent and board members.
12. Maintains a current list of Volunteers, Volunteer clearances, and Volunteer applications for the district.
13. Creates and maintains all job postings for the district. Maintains and creates all job applications, reviewing all job applications for administration review. Schedules interviews as needed with the Superintendent and Administrative Team.
14. Maintains the Substitute listing for all substitute teachers, guest teachers, and support staff. Ensures proper paperwork is maintained on file as well as clearances for the district.

15. Supports the PIMS reporting for personnel with the Assistant Business Manager. Assists the Business Office when needed. Assists compiling the Seniority lists.
16. Maintains the district directory and emergency closing information.
17. Maintains all Course and Conference requests for the district with the Superintendent and Curriculum Director's guidance.
18. Maintains and posts the Act 48 & Act 45 hours for the district with the Superintendent and Curriculum Director's guidance.

Performs other duties as assigned.

Performs in accordance with school policy, administrative regulations, state and federal laws.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

Education Level	Education Details	Req	Pref	
High School		X		
Associates Degree	Office Management or Other Field		X	

Work Experience

Experience	Experience Details	Req	Pref	
3-5 years	Office management or similar experience	X		

Travel Requirements

Est. Amount	Brief Description
5%	Required trainings as needed to perform job duties.

SCOPE

Analytical Demands

- ☒ Recurring analytical demands. Analysis involves gathering and interpreting data to resolve problems of moderate complexity (e.g., diagnosing equipment malfunctions to determine probable cause for breakdown and/or most appropriate means of correction).

Supervision

- ☒ Occasionally gives instructions and/or directions to other department employees.

Sensory Abilities

- ☒ Visual acuity and auditory acuity.
- ☒ Ability to communicate effectively in all aspects of the job.

Temperament

- ☒ Must possess excellent interpersonal skills.
- ☒ Must be cooperative, congenial, and service oriented.
- ☒ Able to make judgments and work in situations that may be stressful.

Temperament

- ☒ Ability to work as a coordinator and a member of a team.
- ☒ Must be courteous and able to effectively manage job responsibilities.
- ☒ Must be cooperative, congenial, service oriented, and promote these qualities.
- ☒ Ability to work in an environment with frequent interruptions.
- ☒ Ability to be respectful and empathetic.

Cognitive Ability

- ☒ Ability to communicate effectively.
- ☒ Ability to organize tasks.
- ☒ Ability to exercise good judgment.
- ☒ Ability to follow written and verbal directions, to read and write, to communicate effectively, to organize tasks, to handle multiple tasks, and to exercise good judgment.
- ☒ Ability to establish and maintain rapport with students, parents, athletic staff, alumni, Board members, booster groups, staff, co-workers, and general community.
- ☒ Ability to work on multiple tasks and prioritize appropriately.
- ☒ Ability to recognize areas of concern and propose or recommend appropriate solutions to problems.
- ☒ Maintains productive working relationship with immediate supervisor.

Specific Skills

- ☒ Must possess active listening skills.
- ☒ Must possess conflict mediation skills.
- ☒ Plans and prioritizes assignments effectively. Able to handle several ongoing tasks and projects at once.
- ☒ Able to adjust to changes in the work environment.
- ☒ Reports to work on time, gives a full day's work and makes effective use of time while on the job.
- ☒ Maintains a good attitude toward administration, fellow employees and the public.
- ☒ Demonstrates the ability to acquire the skill required to operate new and existing software and hardware.
- ☒ Proofreads work for grammar and spelling accuracy.
- ☒ Ability to compose clear, concise sentences and paragraphs.

Workplace Expectations

- ☒ Acknowledges individuals' requests and handles them in a friendly and courteous manner.
- ☒ Promotes a positive team environment through active cooperation with others.
- ☒ Maintains awareness of the School District's policies and procedures. Follows the chain of command.
- ☒ Shows initiative and works with minimal supervision.
- ☒ When appropriate, incorporates progressive ideas/concepts into daily responsibilities.
- ☒ Responds appropriately to supervision and direction.
- ☒ Dresses appropriately for job environment.
- ☒ Ability to follow directions and give direction to others.
- ☒ Ability to work independently and make work-related decisions.
- ☒ Ability to exercise good judgment in prioritizing tasks.
- ☒ Ability to communicate effectively at all organizational levels.
- ☒ Ability to use computer technology efficiently including word processing, presentation/webpage software, PowerPoint and Excel software applications.
- ☒ Ability to appropriately handle confidential information in accordance with District policies.

Standard ADA Settings

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standard ADA Selection	X Office Classroom Other(to include Physically Demanding Positions)
<i>This factor measures the strength and stamina required in areas such as lifting, standing, and the frequency of doing these as necessary to perform the particular duties of the job.</i>	

Physical Demands

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

	Physical Demand	Rarely	Occasionally	Frequently	Constantly	Weight
<input checked="" type="checkbox"/>	Sitting			X		
<input checked="" type="checkbox"/>	Standing		X			
<input checked="" type="checkbox"/>	Walking		X			
<input checked="" type="checkbox"/>	Talking: On the phone; person-to-person, and in groups				X	
<input checked="" type="checkbox"/>	Hearing: On the phone; person-to-person, and in groups				X	
<input checked="" type="checkbox"/>	Vision: Near, midrange, far, peripheral, depth and color		X			
<input checked="" type="checkbox"/>	Driving Requirements (personal vehicle, and/or company vehicle):	X				
<input checked="" type="checkbox"/>	Machines or tools used: Computer:				X	
<input checked="" type="checkbox"/>	Machines or tools used: Telephone				X	
<input checked="" type="checkbox"/>	Pushing/Pulling/Lifting(Enter Weight)	X				30 lbs.

The school recognizes that reasonable accommodations must be made to enable a qualified individual with a disability or disabilities to perform the essential duties and responsibilities of this job.

Working Environment

	Working Condition
<input checked="" type="checkbox"/>	Typical office environment



Accounts Payable/Receivable Clerk

East Lycoming S D

Job Description

JOB INFORMATION

<i>Title:</i>	Accounts Payable/Receivable Clerk - East Lycoming S D
<i>FLSA:</i>	Exempt
<i>Terms of Employment:</i>	12 Months
<i>Employee Group:</i>	Support
<i>Location</i>	Central Office
<i>Last Edited On:</i>	5/18/2023 3:21:05 PM

ORGANIZATION

<i>County:</i>	Lycoming
<i>Entity:</i>	East Lycoming S D
<i>Department:</i>	Business Office
<i>Reports To:</i>	Business Manager

JOB GOAL

To provide the highest level of administrative support performing accounts payable/receivable functions in an accurate, professional, confidential, efficient and timely manner.

ESSENTIAL FUNCTIONS

1. Uses computer/technology skills in performance of duties, such as use of the Internet, accessing databases, spreadsheet design, desktop publishing and creation of forms. Updates skills to ensure ability to use technology and implement new practices and procedures as they are developed. Performs other general office duties related to position including maintenance of online and hard copy file systems appropriate for a business office environment in accordance with board policy, administrative regulations and standardized records management procedures to facilitate retrieval and access.
2. Complies with security procedures for both classified and unclassified materials; retrieves filed documents and materials; and transfers and discards files in accordance with established business procedures and schedules.
3. Maintains confidentiality with all sensitive information including financial, personnel and student population related records and complies with requirements of federal and state law and regulations and Intermediate Unit policies and administrative procedures.
4. Establishes or maintains existing online and hard copy filing systems appropriate for Business Office environment, in accordance with standardized records management procedures and so as to facilitate retrieval and access. Maintains classified or confidential materials in accordance with security procedures; and transfers and discards files in accordance with established business procedures and schedules.
5. Assists with preparation and coordination of audit information.
6. Processes invoices for payment and maintains appropriate records; prepares and processes checks; performs and coordinates all accounts payable related data entry; validates and processes district-wide purchasing. Tracks partial payments on purchase orders and invoices, maintaining open files until completed. Assembles and sorts checks for mailing.
7. Communicates with administrators regarding receipt of orders, invoice questions, past due invoices and signature requests on purchase orders and invoices and all other matters related to accounts payable.
8. Verifies the accuracy of invoices received from vendors. Reviews invoices against receiving records to ensure items were received by the District and address any invoices for which receiving records are not available, bringing any serious concerns to the supervisor. Communicates with vendors regarding invoices, payments, purchase orders, credits, or other information needed and prepares all vendor credit applications and tax exempt forms.
9. Tests mileage calculations and reviews documentation submitted, and reviews employee and board travel expenses to ensure compliance with applicable policies and procedures. Processes for payment in accordance with internal deadlines and procedures after reviewing any concerns with supervisor.
10. Reconciles credit card statements monthly, ensuring compliance with applicable policies and procedures and raise any concerns with supervisor.
11. Ensures time-sensitive payables, as identified by supervisor, are paid and filed on a weekly basis or more quickly as directed.
12. Maintains and updates vendor information.
13. Performs accounts/bank reconciliations, monitors and resolves bank issues including fee anomalies and check differences.

Additional Responsibilities

- Prepares student route assignments, coordinates schedules, and answers general inquiries from transportation contractors and families regarding student transportation.
- Coordinates supplemental transportation for field trips and other non-athletic activities

Performs other duties as assigned.

Performs in accordance with school policy, administrative regulations, state and federal laws.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

Education Level	Education Details	Req	Pref	
Associates Degree	Business, Accounting, Administrative Assistant		X	

Work Experience

Experience	Experience Details	Req	Pref	
2-3 years	Business school or satisfactory accounting training/experience	X		
3-5 years	Accounts payable experience		X	

SCOPE

Analytical Demands

- ☒ Occasional analytical demands. Analysis involves simple comparisons between numbers, letters, etc. (e.g., sorting, tallying, simple tabulating, and the like).

Supervision

- ☒ No supervisory duties.

Sensory Abilities

- ☒ Ability to communicate effectively in all aspects of the job.

Temperament

- ☒ Must possess excellent interpersonal skills.
- ☒ Able to make judgments and work in situations that may be stressful.
- ☒ Ability to work as a coordinator and a member of a team.
- ☒ Must be cooperative, congenial, service oriented, and promote these qualities.
- ☒ Ability to work in an environment with frequent interruptions.
- ☒ Ability to be respectful and empathetic.

Cognitive Ability

- ☒ Ability to communicate effectively.
- ☒ Ability to organize tasks.
- ☒ Ability to exercise good judgment.
- ☒ Ability to follow written and verbal directions, to read and write, to communicate effectively, to organize tasks, to handle multiple tasks, and to exercise good judgment.
- ☒ Ability to establish and maintain rapport with students, parents, athletic staff, alumni, Board members, booster groups, staff, co-workers, and general community.
- ☒ Ability to work on multiple tasks and prioritize appropriately.
- ☒ Ability to recognize areas of concern and propose or recommend appropriate solutions to problems.
- ☒ Maintains productive working relationship with immediate supervisor.

Specific Skills

- ☒ Plans and prioritizes assignments effectively. Able to handle several ongoing tasks and projects at once.
- ☒ Able to adjust to changes in the work environment.
- ☒ Reports to work on time, gives a full day's work and makes effective use of time while on the job.
- ☒ Maintains a good attitude toward administration, fellow employees and the public.
- ☒ Demonstrates the ability to acquire the skill required to operate new and existing software and hardware.
- ☒ Proofreads work for grammar and spelling accuracy.
- ☒ Ability to compose clear, concise sentences and paragraphs.

Workplace Expectations

- ☒ Acknowledges individuals' requests and handles them in a friendly and courteous manner.
- ☒ Promotes a positive team environment through active cooperation with others.
- ☒ Maintains awareness of the School District's policies and procedures. Follows the chain of command.
- ☒ Shows initiative and works with minimal supervision.
- ☒ When appropriate, incorporates progressive ideas/concepts into daily responsibilities.
- ☒ Responds appropriately to supervision and direction.
- ☒ Dresses appropriately for job environment.
- ☒ Ability to follow directions and give direction to others.
- ☒ Ability to work independently and make work-related decisions.
- ☒ Ability to exercise good judgment in prioritizing tasks.
- ☒ Ability to communicate effectively at all organizational levels.
- ☒ Ability to use computer technology efficiently including word processing, presentation/webpage software, PowerPoint and Excel software applications.
- ☒ Ability to appropriately handle confidential information in accordance with District policies.

Standard ADA Settings

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standard ADA Selection	X Office
	Classroom
	Other(to include Physically Demanding Positions)

This factor measures the strength and stamina required in areas such as lifting, standing, and the frequency of doing these as necessary to perform the particular duties of the job.

Physical Demands

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

	Physical Demand	Rarely	Occasionally	Frequently	Constantly	Weight
<input checked="" type="checkbox"/>	Sitting				X	
<input checked="" type="checkbox"/>	Standing		X			
<input checked="" type="checkbox"/>	Walking		X			
<input checked="" type="checkbox"/>	Talking: On the phone; person-to-person, and in groups			X		
<input checked="" type="checkbox"/>	Hearing: On the phone; person-to-person, and in groups			X		
<input checked="" type="checkbox"/>	Vision: Near, midrange, far, peripheral, depth and color			X		
<input checked="" type="checkbox"/>	Driving Requirements (personal vehicle, and/or company vehicle):	X				
<input checked="" type="checkbox"/>	Machines or tools used: Computer:				X	
<input checked="" type="checkbox"/>	Machines or tools used: Telephone				X	
<input checked="" type="checkbox"/>	Pushing/Pulling/Lifting(Enter Weight)	X				15 lbs.

The school recognizes that reasonable accommodations must be made to enable a qualified individual with a disability or disabilities to perform the essential duties and responsibilities of this job.

Working Environment

	Working Condition
<input checked="" type="checkbox"/>	Typical office environment



Payroll Clerk

East Lycoming S D

Job Description

JOB INFORMATION

<i>Title:</i>	Payroll Clerk - East Lycoming S D
<i>FLSA:</i>	Exempt
<i>Terms of Employment:</i>	12 Months
<i>Employee Group:</i>	Support
<i>Location</i>	Central Office
<i>Last Edited On:</i>	5/18/2023 3:09:07 PM

ORGANIZATION

<i>County:</i>	Lycoming
<i>Entity:</i>	East Lycoming S D
<i>Department:</i>	Business Office
<i>Reports To:</i>	Business Manager

JOB GOAL

To provide the highest level of administrative support, performing human resource, payroll functions, and benefit coordination in an accurate, professional, confidential, efficient and timely manner.

ESSENTIAL FUNCTIONS

1. Uses computer/technology skills, including but not limited to using the Internet, accessing databases, spreadsheet design, desktop publishing, and creation of various forms. Updates skills to ensure ability to use technology and implement new practices and procedures as they are developed. Performs other general office duties related to position including maintenance of online and hard copy file systems appropriate for a business office environment in accordance with board policy, administrative regulations and standardized records management procedures to facilitate retrieval and access.
2. Complies with security procedures for both classified and unclassified materials; retrieves filed documents and materials; and transfers and discards files in accordance with established business procedures and schedules.
3. Establishes or maintains existing online and hard copy filing systems appropriate for Business Office environment, in accordance with standardized records management procedures and so as to facilitate retrieval and access. Maintains classified or confidential materials in accordance with security procedures; and transfers and discards files in accordance with established business procedures and schedules.
4. Prepares bi-weekly payroll as scheduled and distributes paychecks and direct deposit vouchers, as necessary and updates annual salary increases for all employees. Calculates, codes and inputs time sheets for substitutes and hourly employees and enters data into the payroll system. Tracks days or hours of work performed by substitutes and hourly employees for wage payment. Enters employee absences and reconciles with building reports.
5. Prepares and maintains database with all employees' schedules.
6. Monitors daily reported absences to ensure employee absence eligibility and available absence days. Monitors sick leave bank. Monitors and enters leaves of absence into attendance program to ensure proper reporting of days. Ensures relevant data is completed for required service day reports related to leaves of absences.
7. Tracks and monitors leaves of absences to ensure medical, dental and vision coverage requirements are observed. Tracks expiration dates for leaves of absence and ensures required documentation is received prior to return to work. Processes monitors and maintains disability insurance claims.
8. Processes quarterly and annual tax reports for federal, state and local agencies, as well as quarterly and annual PSERS retirement system reporting and preparation of W2 forms by established deadline.
9. Enters new employees' demographic, payroll and leave information into the human resources/payroll system.
10. Maintains changes to employees' voluntary deductions (credit union, 403b, supplemental insurance) and makes changes and maintains documentation for payment of monthly insurance premiums - medical, vision, dental, life and disability insurances.
11. Maintains credit weeks' information and verifies employee absence balances and work dates for unemployment compensation purposes. Ensures the wage verification forms from financial institutions, unemployment, domestic relations, and social security forms are completed and returned in a timely manner.
12. Employment verifications. Completes information needed regarding employment on forms provided for persons seeking loans from outside sources and lending institutions.

13. Submits workers' compensation claims to insurance company; files/tracks paperwork; documents claim(s) status; communicates with insurance companies and employees regarding workers' compensation issues and files unemployment compensation claims and researches benefit problems.
14. Prepares exit conference severance pay and insurance information and researches payroll records for social security/retirement verification in conjunction with human resources.
15. Maintain and distribute seniority lists for professional and support staff
16. Respond to Act 168 requests
17. Send reasonable assurances to new hires as applicable

Additional Responsibilities

- Maintains confidentiality with all sensitive information including financial, personnel and student population related records and complies with requirements of federal and state law and regulations and Intermediate Unit policies and administrative procedures.
- Reconcile the general fund, student activity and athletic accounts monthly
- Enter revenue for the general fund and Pligit accounts
- Record RE tax collections from tax collectors and reconcile end of year delinquent taxes that are to be turned over for collections
- Make bank deposits

Performs other duties as assigned.

Performs in accordance with school policy, administrative regulations, state and federal laws.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

<i>Education Level</i>	<i>Education Details</i>	<i>Req</i>	<i>Pref</i>	
Associates Degree	Business related field		X	

Work Experience

<i>Experience</i>	<i>Experience Details</i>	<i>Req</i>	<i>Pref</i>	
3-5 years	Accounting, Payroll, Benefits, or similar experience		X	

SCOPE

Analytical Demands

- ☒ Analytical demands are minimal. Work involves closely following verbal or written instructions and/or established procedures.

Supervision

- ☒ No supervisory duties.

Sensory Abilities

- ☒ Visual acuity and auditory acuity.
- ☒ Ability to communicate effectively in all aspects of the job.

Temperament

- ☒ Must possess excellent interpersonal skills.
- ☒ Must be cooperative, congenial, and service oriented.
- ☒ Must be courteous and able to effectively manage job responsibilities.
- ☒ Must be cooperative, congenial, service oriented, and promote these qualities.
- ☒ Ability to work in an environment with frequent interruptions.
- ☒ Ability to be respectful and empathetic.

Cognitive Ability

- ☒ Ability to communicate effectively.
- ☒ Ability to organize tasks.
- ☒ Ability to exercise good judgment.
- ☒ Ability to follow written and verbal directions, to read and write, to communicate effectively, to organize tasks, to handle multiple tasks, and to exercise good judgment.
- ☒ Ability to work on multiple tasks and prioritize appropriately.
- ☒ Ability to recognize areas of concern and propose or recommend appropriate solutions to problems.
- ☒ Maintains productive working relationship with immediate supervisor.

Specific Skills

- ☒ Plans and prioritizes assignments effectively. Able to handle several ongoing tasks and projects at once.
- ☒ Able to adjust to changes in the work environment.
- ☒ Reports to work on time, gives a full day's work and makes effective use of time while on the job.
- ☒ Maintains a good attitude toward administration, fellow employees and the public.
- ☒ Demonstrates the ability to acquire the skill required to operate new and existing software and hardware.
- ☒ Proofreads work for grammar and spelling accuracy.
- ☒ Ability to compose clear, concise sentences and paragraphs.

Workplace Expectations

- ☒ Acknowledges individuals' requests and handles them in a friendly and courteous manner.
- ☒ Promotes a positive team environment through active cooperation with others.
- ☒ Maintains awareness of the School District's policies and procedures. Follows the chain of command.
- ☒ Shows initiative and works with minimal supervision.
- ☒ When appropriate, incorporates progressive ideas/concepts into daily responsibilities.
- ☒ Responds appropriately to supervision and direction.
- ☒ Dresses appropriately for job environment.
- ☒ Ability to follow directions and give direction to others.
- ☒ Ability to work independently and make work-related decisions.
- ☒ Ability to exercise good judgment in prioritizing tasks.
- ☒ Ability to communicate effectively at all organizational levels.
- ☒ Ability to use computer technology efficiently including word processing, presentation/webpage software, PowerPoint and Excel software applications.
- ☒ Ability to appropriately handle confidential information in accordance with District policies.

Standard ADA Settings

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standard ADA Selection	X Office Classroom Other(to include Physically Demanding Positions)
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This factor measures the strength and stamina required in areas such as lifting, standing, and the frequency of doing these as necessary to perform the particular duties of the job.

Physical Demands

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

	Physical Demand	Rarely	Occasionally	Frequently	Constantly	Weight
<input checked="" type="checkbox"/>	Sitting				X	
<input checked="" type="checkbox"/>	Standing		X			
<input checked="" type="checkbox"/>	Walking		X			
<input checked="" type="checkbox"/>	Talking: On the phone; person-to-person, and in groups		X			
<input checked="" type="checkbox"/>	Hearing: On the phone; person-to-person, and in groups		X			
<input checked="" type="checkbox"/>	Vision: Near, midrange, far, peripheral, depth and color				X	
<input checked="" type="checkbox"/>	Driving Requirements (personal vehicle, and/or company vehicle):	X				
<input checked="" type="checkbox"/>	Machines or tools used: Computer:				X	
<input checked="" type="checkbox"/>	Machines or tools used: Telephone		X			
<input checked="" type="checkbox"/>	Pushing/Pulling/Lifting(Enter Weight)	X				15 lbs.

The school recognizes that reasonable accommodations must be made to enable a qualified individual with a disability or disabilities to perform the essential duties and responsibilities of this job.

Working Environment

	Working Condition
--	-------------------

- ☒ Typical office environment



EAST LYCOMING SCHOOL DISTRICT

2023 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of East Lycoming School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$672,314.37.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 2,952.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 114.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,066.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(a) aggregate amount available during the school year for real estate tax reduction of \$672,314 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,066 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$219.28.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the



homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$12,796 will be available during the school year for real estate tax reduction applicable to approximately 2,937 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$4.36. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$219.28, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$223.64.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$223.64 by the School District real estate tax rate of 16.41 mills (.01641), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$13,628, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$13,628.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$13,628. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$13,628. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 4 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Lycoming

Career and Technology
Center

Articles of Agreement

REVISED

March 16, 2023

**THIRD AMENDED ARTICLES OF AGREEMENT FOR OPERATION OF
THE LYCOMING COUNTY AREA
VOCATIONAL TECHNICAL SCHOOL,
KNOWN AS THE LYCOMING CAREER AND TECHNOLOGY CENTER**

ARTICLES OF AGREEMENT, made this ____ day of _____, 2023, effective July 1, 2023, by and between; Muncy School District, Montoursville Area School District, Warrior Run School District, Loyalsock Township School District, and Benton Area School District (the “Participating Districts”); and

WHEREAS, the Participating Districts desire to operate a vocational-technical school within the meaning of the Public School Code of 1949; and

WHEREAS, Muncy School District, South Williamsport Area School District, East Lycoming School District, Loyalsock Township School District, Montoursville Area School District, together with Montgomery Area School District (the “Original Districts”) were parties to Articles of Agreement dated September 25, 1991, which provided for the formation and operation of a vocational-technical school and related programs for the benefit of secondary school pupils, out-of-school youths, and adults within the Lycoming County attendance area; and

WHEREAS, the Original Districts established and operated a vocational-technical school and related programs then known as the Lycoming County Career Consortium, now Lycoming Career and Technology Center, under the 1991 Articles of Agreement; and

WHEREAS, Montgomery Area School District withdrew from Lycoming County Career Consortium, effective July 1, 2001; and

WHEREAS, the 1991 Articles of Agreement called for a ten (10) year term of operation; and

WHEREAS, the remaining Original Districts continued the operation of the vocational technical school without Montgomery, and renewed the Article of Agreement for an additional ten (10) year term of operation commencing on July 1, 2002; and

WHEREAS, Warrior Run School District became a Participating District effective March 7, 2005; and

WHEREAS, South Williamsport Area School District and Loyalsock Township School District gave notification during the 2004-2005 school year of their desire to withdraw from Lycoming Career and Technology Center, effective June 30, 2005; and

WHEREAS, the Original Districts and Warrior Run amended the Articles of Agreement effective March 7, 2005, to reflect, *inter alia*, the addition of Warrior Run School District and to permit the early withdrawal of Loyalsock Township School District and South Williamsport School District, effective June 30, 2005. Said Amended Articles of Agreement were to continue in effect among the remaining districts until March 7, 2014; and

WHEREAS, Loyalsock Township School District desired to rejoin and become a Participating District in Lycoming Career and Technology Center; and

WHEREAS, Loyalsock Township School District became a Participating District in Lycoming Career and Technology Center under the terms of the Second Amended Articles of Agreement, effective July 1, 2010; and

WHEREAS, Benton Area School District now wishes to become a Participating District in Lycoming Career and Technology Center under the terms of these Articles; and

WHEREAS, the Participating Districts wish to amend the Articles of Agreement to include Benton Area School District as a Participating District and to reflect certain other modifications that have arisen in the course of operation of the vocational-technical school; and

WHEREAS, the Boards of School Directors of the Participating Districts have authorized and directed their appropriate representatives to execute and deliver this Third Amended Articles of Agreement evidencing said understandings.

NOW, THEREFORE, in consideration of the foregoing recitals and the covenants that follow below, it is hereby agreed among the Participating Districts as follows:

1. DEFINITIONS

(a) "Participating District" shall mean East Lycoming School District, Muncy School District, Montoursville Area School District, Warrior Run School District, Loyalsock Township School District, and Benton Area School District.

(b) "The Area Vocational Technical Board" shall mean the Boards of School Directors of all the Participating Districts acting jointly, sometimes hereafter called the "Area Board".

(c) "Joint Operating Committee" or "J.O.C." shall mean the Area Vocational-Technical School Committee composed of members from all Participating Districts.

(d) "Lycoming Career and Technology Center" shall mean the vocational-technical school established by the 1991 Articles and continued by these Amended Articles.

2. ORGANIZATION

The Boards of School Directors of the Participating Districts authorize the continuation of the Lycoming Career and Technology Center ("LycoCTC") together with Benton Area School District as a Participating District.

3. ADDITIONAL DISTRICTS

Any school district that is not a Participating District which later elects to become a participant shall contribute an amount established by the Joint Operating Committee and shall comply with any other conditions mutually agreed upon by the Participating Districts.

One of the conditions of participation by each new member will be its agreement to meet the contribution level as determined by LycoCTC, together with any additional cash required by the Joint Operating Committee.

4. AUTHORITY OF THE BOARDS

The Area Board shall have authority and its duties shall be to provide area vocational-technical school programs and services by purchase and contract with qualified and approved providers of such services; to adopt annual budgets; to purchase land; to approve capital expenditures for buildings and equipment; to employ personnel, and to carry out such other

responsibilities which the Area Board is authorized by law to perform and/or which it may not lawfully delegate or may not choose to delegate, as particularly set forth in Section 1850.1 of the Act of the General Assembly approved February 1, 1966, designated as Act No. 579, as amended from time to time (24 P.S. 18-1850.1).

5. THE JOINT OPERATING COMMITTEE

The Boards of School Directors of the Participating Districts which are parties to this Agreement do agree to delegate the operation, administration and management of LycoCTC to a Joint Operating Committee, whose members shall be elected from among the several participating Boards of School Directors, each Participating District appointing one member to the Joint Operating Committee as outlined below.

6. JOINT OPERATING COMMITTEE - COMPOSITION

The Joint Operating Committee shall consist of one (1) representative from each of the Participating Districts. Members shall be selected to serve for such terms as provided in the Act of the General Assembly approved February 1, 1966, designated Act 579, as amended from time to time. Each Board of School Directors of the Participating Districts shall select one or more alternates from its members to serve in the event the selected member is unable to attend a meeting of the Joint Operating Committee. The alternate, when directed by the President of the School Board to attend a meeting of such Joint Operating in the absence of the selected member, shall have all the powers and duties of a regular member of such Joint Operating.

7. JOINT OPERATING COMMITTEE - MEETING SCHEDULE

At the December meeting of the Joint Operating Committee, a president and vice president shall be selected to serve for a period of one (1) year. The president and vice-president shall not be affiliated with the same Participating District.

At the May meeting of the Joint Operating Committee, a secretary shall be elected to serve for a term of one (1) year beginning the first Monday of July following such

election. At the May meeting, a treasurer shall be elected to take office the first Monday of July following such election and serve for a one (1) year term. A depository and a solicitor shall also be selected to serve for one (1) year.

Every third year at the May meeting, the Joint Operating Committee shall appoint a Superintendent of Record who shall serve for a period of three years with the term beginning the first Monday of July following such election.

8. JOINT OPERATING COMMITTEE - MEETING PROTOCOL

The Joint Operating Committee shall meet monthly at such time and place as may be agreed upon, unless decided otherwise on a meeting-to-meeting basis. A quorum shall consist of a majority of the members of the Joint Operating Committee or alternates. The Joint Operating Committee shall act by a majority vote of the members present, virtual attendance is permitted so long as there is a quorum in person at the public meeting, and voting unless otherwise specified by law.

Any member of the Joint Operating Committee who shall be absent without valid excuse for two consecutive regular meetings may be replaced by the Board of School Directors of the Participating District he/she represents at the request of the Joint Operating Committee.

The agenda, minutes, and proceedings of all meetings shall be mailed or electronically submitted to the members of the Joint Operating Committee and to secretaries and chief administrators of all Participating Districts.

9. DELEGATION OF RESPONSIBILITIES

The Joint Operating Committee shall have all responsibility for operating, administering, and managing Lyco CTC within the limits of the budget adopted by the Area Board, and subject to the provisions of this Agreement.

10. PROFESSIONAL ADVISORY COMMITTEE

A "Professional Advisory Committee" composed of the chief school administrators of all Participating Districts is hereby established to advise the Joint Operating Committee on matters

concerning the operation of the program, as well as the selection of the professional staff, including a Superintendent of Record. The director or acting director of LycoCTC shall appoint an individual to act as secretary of the Professional Advisory Committee. The director or acting director of LycoCTC shall serve as the chairperson.

11. LOCAL ADVISORY COMMITTEE

Pursuant to the provisions of the School Code, the Joint Operating Committee shall appoint appropriate members of the community to advise on such matters as the need for a particular shop, laboratory, occupation, equipment, curriculum, labor and management coordination, and business and industrial requirements. These individuals shall serve as members of the Local Advisory Committee and shall be appointed from among representatives of local trades, industries, businesses, and research and educational agencies, joint apprenticeship councils, labor management, parents, students, and administrators of Participating Districts.

12. OCCUPATIONAL ADVISORY COMMITTEE

Occupational Advisory Committees may be established by the Joint Operating Committee as needed to advise on specific matters pertaining to a particular occupation or related group of occupations being taught.

13. PRORATING CAPITAL EXPENDITURES/RENT

All capital costs for the acquisition of real estate, the construction and erection thereof of any building, and the improvement, furnishing and equipping thereof; and any rent for the lease of real estate and buildings, unless otherwise agreed to in writing by all participating districts, shall be apportioned among the Participating Districts and shared on an equal basis by all school districts which are parties to and constitute the Lycoming Career and Technology Center

The costs for building construction, acquisition of real estate, the improvement, furnishing and equipping thereof, the leasing of any building or real estate, their location, and the terms and conditions related to any of the aforesaid shall be approved by a: (1) 2/3 vote of the members of the Joint Operating Committee (i.e., a vote of four of the six members of the Joint Operating

Committee); (2) a 2/3 vote of all the members of the Participating Districts (i.e., an affirmative vote of at least five members, i.e. a majority of a participating board, of at least four of the six participating boards); and (3) a majority vote of all the school directors of all participating districts (i.e., an affirmative vote by at least twenty-eight of the fifty-four participating school board members). Payments for such expenditures shall be made available to the Joint Operating Committee in accordance with provisions approved concurrent with approval of specific capital expenditures or lease agreements by the Area Board. This paragraph is not intended to supersede any capital expenditure obligations created by the 1991, 2002, or 2005 Articles of Agreement.

14. OWNERSHIP AND TITLE TO PROPERTY

Real or personal property acquired, constructed or improved by Lyco CTC shall be either owned jointly by the Participating Districts in proportion to the contribution of each to the total cost thereof or, by agreement of all Participating Districts and the JOC, be owned by the particular Participating District where the property is located. The aforesaid agreement shall be approved (1) by a 2/3 vote of the members of the Joint Operating Committee (2) a 2/3 vote of all members of the participating boards of education and (3) a majority vote by of all the school directors of all the Participating Districts.

Title to all property of the Lyco CTC shall be held in the Lyco CTC's name in trust for all Participating Districts where owned jointly by the Participating Districts or it shall be held in the name of one or more of the Participating Districts in trust for all Participating Districts.

15. TRANSPORTATION

The provision of transportation of pupils to Lyco CTC's facilities from the Participating Districts shall be the responsibility of each Participating District and the cost thereof shall be borne by each Participating District sending pupils to Lyco CTC.

16. ANNUAL BUDGET ADOPTION

All operations of the school shall be within the limits of the budget adopted by the Area Board in accordance with Section 687 of the Public School Code of 1949 and Section

1850.1 of Act 579 aforesaid. Approval of each budget shall require an affirmative vote of two-thirds of the Participating Districts and (2) a majority vote of all the school directors of all Participating Districts. The vote of all Participating Districts may be by mail ballot.

17. PRORATING OPERATING EXPENSES

Each Participating District shall pay to the treasurer ten percent (10%) of the district's estimated share calculated as provided hereinafter, of the operating expenses for the ensuing year on or before the 16th of July of each year, and on the same day of every month thereafter until the amount due for the year is paid. Each Participating District's estimated proportionate share of the current operating costs shall be based on the cost per student determined by dividing the general operation budget by the total number of students projected by all Participating Districts as of April 15 of the preceding school year. The final cost per student for all the Participating Districts will be based on total Lyco CTC enrollment for all Districts on September 15th of each year, or on the following Monday should the 15th be on a weekend.

Tuition shall be handled in accordance with the Lyco CTC Student Tuition Policy as it may be amended from time to time by the Joint Operating Committee subject to the previous paragraph provisions.

Additionally, each Participating District shall be guaranteed a number of seats for each Participating District, which shall be approved by a majority vote of the Joint Operating Committee and a majority of the Board of School Directors of the Participating Districts.

18. PASS-THROUGH OF STATE SUBSIDY

Any subsidy attributable to a Participating District from the Pennsylvania Department of Education shall be passed through Lyco CTC to the appropriate Participating District, consistent with the practice that has been established among the parties.

19. CONTRACTING FOR SERVICES

The Joint Operating Committee may contract with school districts, public and private agencies and providers, municipalities and other public authorities, or other persons for carrying out the purposes of the vocational-technical school program within the limits of the budget adopted by the Area Board and in accordance with relevant State regulations.

20. GRANTS

The Joint Operating Committee may apply on behalf of the Participating District for any grants, and payment may be made directly to the applicant.

21. PUPIL SELECTION

The Joint Operating Committee shall admit students to the Lyco CTC in conformity with rules, regulations, and procedures for admission as established by the Joint Operating Committee and in cooperation with member school administrations.

22. TUITION PUPILS

On obtaining the consent of the Area Board, or the Joint Operating Committee, tuition pupils who are residents of a non-participating district may be enrolled under provisions of the Public School Code as amended and in accordance with the admission policies of the Joint Operating Committee. Tuition pupils will be admitted only if the Participating Districts' students have not filled all available openings.

Students of non-participating districts may be accepted if there are spaces available after all Participating Districts' students have been offered all available seats. If there are more requests by tuition students than there are available seats, participation will be allowed to those tuition students on a first-come, first-served basis.

The tuition rate for tuition students will be determined on an annual basis by the Joint Operating Committee, based on its budget considerations. The tuition rate for the forthcoming year will be established by member district tuition rate plus all annual capital expenses plus a percentage increase to be determined at or before the Joint Operating Committee's May board meeting, and payment of

tuition will be made by the non-participating school district on or before September 15 of each school year for participation during that year.

23. EMPLOYMENT OF PERSONNEL

The Joint Operating Committee shall be responsible to employ a Director of Vocational-Technical Education, a Superintendent of Record, and other needed professional and non-professional staff to administer, supervise, direct, and coordinate this program in conformity with policies of the Area Board and of the Department of Educational and State Board for Vocational Education. Professional personnel employed by Participating Districts presently operating an approved program of vocational education shall be given consideration for employment in the School at the time the program is initiated.

24. SPECIAL MEETING

Special combined meetings of the participating school boards shall be held at such times as the chairperson of the Joint Operating Committee may determine; however, he/she shall direct the secretary to notify, in writing or by electronic mail, all members of the Area Board of the time, place and purpose of the meeting, not less than fifteen (15) days prior to the date of the meeting.

25. SURPLUS FUNDS

LycoCTC is authorized to maintain a fund balance, generally consistent with current practice as approved by the Participating Districts, in an amount not to exceed \$50,000.00. Unexpended funds beyond the discretionary amount set forth above or otherwise approved in the annual budget for purpose of budgetary reserve, shall be returned to the Participating Districts in the same ratio as paid during the fiscal year on or before ninety (90) days following the acceptance of the local audit.

26. WITHDRAWAL

Any Participating Districts may give written notice of its request to withdraw from this

Agreement, subject to a continued obligation to pay financial requirements incurred under these Articles, the 2010 Second Amended Articles of Agreement, the 2005 Amended Articles of Agreement, the 2002 Articles of Agreement or any earlier Articles of Agreement, including the 1991 Articles of Agreement. To withdraw, a Participating District must provide to the other parties hereto written notice of its intent to withdraw as of the last day of a school fiscal year, and such notice of intent to withdraw must be given at least two (2) years before the proposed withdrawal. No withdraw shall be effective until the withdrawing party pays or makes adequate provision to pay all its financial obligations, including long-term capital debt incurred prior to the withdrawing party's written notice of intent to withdraw. Notwithstanding anything stated herein to the contrary, once written notice of intent to withdraw has been given by a Participating District, said withdrawing party shall have no further financial responsibility for a capital expenditure approved or incurred thereafter pursuant to paragraph 13 above.

The request to withdraw must be approved in accordance with the Public School Code.

27. TERM

This Agreement shall bind each of the Participating Districts hereto until amended or the Lycoming Career and Technology Center is dissolved.

28. AGREEMENT ADOPTION

This Agreement shall be adopted by the affirmative vote of a majority of the school directors of each of the representative school boards of the Participating Districts at a regular or special meeting duly held for this purpose, and the action duly entered upon the minutes of the respective school districts.

29. AMENDMENTS TO AGREEMENT

This Agreement may be amended from time to time in the same manner in which it was adopted. The Participating Districts hereto agree to execute such additional documents as may be required from time to time to carry out the terms of this Agreement.

30. EFFECTIVE DATE

This Agreement shall be effective as of the 1st day of July, 2023.

SCHOOL DISTRICTS:

Benton Area School District

Board President _____

Secretary _____

Superintendent _____

East Lycoming School District

Board President _____

Secretary _____

Superintendent _____

Montoursville Area School District

Board President _____

Secretary _____

Superintendent _____

Loyalsock Township School District

Board President _____

Secretary _____

Superintendent _____

Muncy School District

Board President _____

Secretary _____

Superintendent _____

Warrior Run School District

Board President _____

Secretary _____

Superintendent _____

PURCHASE OF SERVICES CONTRACT

THIS AGREEMENT made this ____ day of _____, 2023, by and between LYCOMING CAREER & TECHNOLOGY CENTER, hereinafter referred to as "LYCO CTC", and East Lycoming School District, hereinafter referred to as "the District."

WITNESSETH

WHEREAS, The District has agreed to provide Business Support Services to LYCO CTC.

NOW THEREFORE, in consideration of the promises herein contained, and intending to be legally bound, it is agreed by and between the parties hereto as follows:

1. The District will provide business services for the LYCO CTC, as may reasonably be required to satisfy its duties herein, five (5) days per week, subject to normal school holidays, 8:00 am until 4:00 pm. Services will be billed in 15 minute increments of \$45/hour for the 2023-24 school term.
2. The term of this contract will be from July 1, 2023 to June 30, 2024.
3. Services will be billed monthly July through June.
4. The professional employees supplied by the District pursuant to this contract, shall be acceptable to LYCO CTC, and must be properly skilled to perform duties assigned to such employee.
5. The professional employees supplied by the District shall remain in all respects, employees of the District and not of LYCO CTC, shall be paid by the District, and shall be subject to the applicable employment agreements of the District.
6. The District agrees to provide fund accounting, payroll and benefit administration services for the LYCO CTC.

7. The District agrees to provide business support services including, but not limited to, seeking bids/quotes for equipment and supplies; preparing for local and state audits; assisting with general fund budget preparation; preparing purchase orders and other duties as agreed upon by the parties.

8. The District agrees to be responsible for the safe and secure storage of LYCO CTC records while they are in the district's possession. Further, both parties acknowledge that electronic financial and payroll records are maintained through an outside provider, the Central Susquehanna Intermediate Unit #16, who has the responsibility for the appropriate storage, backup, and security of this web-based data.

9. LYCO CTC agrees to provide adequate funding, upon the approval of the Executive Director and Joint Operating Committee, for third party consulting support for services such as annual appraisals, GASB 75 actuarial services and other services as agreed upon by the parties.

10. LYCO CTC agrees to indemnify and hold harmless the District, its agents, servants and employees, from and against any and all demands, claims, suits, causes of action, damages, losses, penalties and/or expenses, including attorney's fees, arising out of or resulting from LYCO CTC's negligent performance of this Agreement. District agrees to indemnify and hold harmless LYCO CTC, its agents, servants and employees, from and against any and all demands, claims, suits, causes of action, damages, losses, penalties and/or expenses, including attorney's fees, arising out of or resulting from the District's negligent performance of this Agreement.

11. This Agreement shall constitute the entire agreement between the parties; no alterations, amendments, changes or additions to this Agreement shall be binding unless reduced to writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto set their hands and seals
the date first above written.

ATTEST

SCHOOL DISTRICT

Secretary

By: _____
President

ATTEST

LYCOMING CAREER & TECHNOLOGY CENTER

Secretary

By: _____
President

PURCHASE OF SERVICES CONTRACT

THIS AGREEMENT made this ____ day of _____, 2023, by and between LYCOMING CAREER & TECHNOLOGY CENTER, hereinafter referred to as "LYCO CTC", and East Lycoming School District, hereinafter referred to as "the District."

WITNESSETH

WHEREAS, The District has agreed to provide Technology Support Services to LYCO CTC.

NOW THEREFORE, in consideration of the promises herein contained, and intending to be legally bound, it is agreed by and between the parties hereto as follows:

1. The District will provide on-site, as-needed hardware/software support for the 140+ PCs existing at LYCO CTC, as may reasonably be required to satisfy its duties herein, five (5) days per week, subject to normal school holidays, 7:30am until 3:30pm. Services will be billed in 15 minute increments of \$35/hour for the 2023-24 school term.
2. The term of this contract will be from July 1, 2023 to June 30, 2024.
3. Services will be billed monthly July through June.
4. The professional employees supplied by the District pursuant to this contract, shall be acceptable to LYCO CTC, and must be properly certified to perform duties assigned to such employee.
5. The professional employees supplied by the District shall remain in all respects, employees of the District and not of LYCO CTC, shall be paid by the District, and shall be subject to the applicable employment agreements of the District.
6. The District agrees to provide network administration for the Ubiquity/Sophos network infrastructure which includes edge switches,

copper/fiber backend, and wireless. The District will not support the updates and maintenance of the phone system. A suitable, third party consultant will be chosen by the District and the LYCO CTC to support this system for LYCO CTC.

7. The District agrees to provide support for network user management which includes email accounts on Microsoft Exchange Server, G Suite student accounts, network user account, network home directories and all other tasks related to Microsoft Active Directory.

8. The District agrees to be responsible for all backup duties related to onsite data such as student information and staff home directories, as well as provide updates and maintenance for all of LYCO CTC's Microsoft Windows based servers.

9. LYCO CTC agrees to provide adequate funding, upon the approval of the Executive Director and Joint Operating Committee for hardware/software costs, including employee devices, and third party consulting for support outside of the District's capabilities.

10. LYCO CTC agrees to indemnify and hold harmless the District, its agents, servants and employees, from and against any and all demands, claims, suits, causes of action, damages, losses, penalties and/or expenses, including attorney's fees, arising out of or resulting from LYCO CTC's negligent performance of this Agreement. District agrees to indemnify and hold harmless LYCO CTC, its agents, servants and employees, from and against any and all demands, claims, suits, causes of action, damages, losses, penalties and/or expenses, including attorney's fees, arising out of or resulting from the District's negligent performance of this Agreement.

11. This Agreement shall constitute the entire agreement between the parties; no alterations, amendments, changes or additions to this Agreement shall be binding unless reduced to writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto set their hands and seals
the date first above written.

ATTEST

SCHOOL DISTRICT

By: _____

Secretary

President

ATTEST

LYCOMING CAREER & TECHNOLOGY CENTER

By: _____

Secretary

President

----- Forwarded message -----

From: **Diana Poliniak** <Diana.Poliniak@newstoryschools.com>

Date: Mon, Apr 24, 2023 at 10:34 AM

Subject: 2023-2024 Rates & Agreements

To: april.paulhamus@elsd.org <april.paulhamus@elsd.org>

Good morning.

I am writing to inform you of a change to New Story's process for student agreements. Moving forward, New Story will begin utilizing one master agreement per district plus single student enrollment forms for each student. This agreement will also cover ESY and eliminate the need for separate ESY agreements.

If you would prefer, we can continue to utilize the old single-student agreement form. If you would prefer us to send one agreement per student, please let me know by the end of April. If I do not hear from you, we will utilize the master agreement with enrollment forms.

Students on a 45-day placement will be enrolled using the single-student agreement form.

Our daily rates for the 2023-2024 school year are also listed below.

	2023- 2024 Low Rate	2023- 2024 Medium rate	2023-2024 High Rate	2023-2024 Extra High Rate
Daily				
Berwick	297	349	405	515

Thank you, and please let me know if you have any questions or concerns regarding this process.

Diana J Poliniak, MS, BCBA

Special Education Director
she/her

New Story Schools

Berwick

218 W. 6th Street

Berwick, PA 18603

Tel: 570-752-5002, ext. 5328

Email: diana.poliniak@newstoryschools.com

Web: [New Story Berwick](http://NewStoryBerwick.com)

DAVE GUTELIUS, INC.

EXCAVATING

291 N. 8th Street MIFFLINBURG, PA 17844

PHONE: 570-966-3727 FAX: 570-966-0926

PROPOSAL

TO:	PHONE:	DATE:
East Lycoming School District	FAX:	5/9/2023
349 Cemetery Road	JOB NAME:	Install Sewer Lateral
Hughesville, PA 17737		Abandon Existing Septic Tanks
	LOCATION:	Renn Elementary School
		Lairdsville
Attn: Bryan McCaffery	JOB #:	JOB PHONE #:

Uncover (6) - Existing 1000 Gallon Septic Tanks, (1) - Existing Pump Tank, and (2) - Existing 8-Way Distribution Boxes.

Existing Tanks to be pumped out / emptied by others.

After tanks are empty, fill tanks with 2B Stone.

Supply and install new 6" PVC Sewer Lateral from existing stub located along parking lot to existing building sewer lateral

Both connections are assumed to be made in existing lawn area. No allowance to replace any pavement.

Restore lawn area in kind.

Work to be done during school closure.

Cost: \$22,400.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control. Owner to carry term and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

AUTHORIZED SIGNATURE _____

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. _____

Date of Acceptance

Signature: _____

Signature: _____



Department of Student Services

**Williamsport, PA 17701
570-323-8561**

**Canton, PA 17724
570-673-6001**

IDEA Agreement-Project # 062-23-0017—CFDA #84.027

This Agreement entered into this **1st day of July, 2023**, by and between the Board of Education of *Bradford, Lycoming, Sullivan and Tioga (BLaST) Intermediate Unit #17*, hereinafter called (“BLaST”), and **East Lycoming School District** hereinafter called (“School District”).

Background

BLaST, on the first day of July 1999, entered into a Contract with the Department of Education of the Commonwealth of Pennsylvania, hereinafter called (“Department”). BLaST agreed to furnish all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in the Grant Agreement and to comply with the terms and conditions of the Grant Agreement and the Department’s most current IDEA Application Guidelines, which contract, grant agreements, and guidelines are set forth as Exhibit 1 of this Agreement and are hereby incorporated by reference into this Agreement.

The Department has authorized BLaST to enter into an Agreement with the School District whereby the furnishing of all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in Grant Agreement and compliance with the terms and conditions of the Grant Agreement and the Department’s most current IDEA Application Guidelines set forth in Exhibit 1 will be the sole obligations of the School District and will no longer be a responsibility of BLaST. BLaST has determined that the estimated IDEA allocation for the School District is **\$307,432.70** as set forth in Exhibit 2 which is hereby incorporated by reference into this Agreement. The said funds must be used to supplement the provision of special educational and related services for eligible school age children as set forth in Exhibit 3 which is hereby incorporated by reference into this contract.

Witnesseth

In Consideration of the mutual covenants, and intending to be legally bound, the parties hereto agree as follows:

1. BLaST hereby agrees to transfer the funds (estimated) set forth in Exhibit 2 to the School District to be administered in accordance with Exhibits 1 and 3 of this Agreement.
2. The School District agrees to accept the funds set forth in Exhibit 2 and to comply with the provisions set forth in Exhibits 1 and 3 of this Agreement.
3. The School District agrees and assumes sole responsibility for compliance with all of the terms and conditions set forth in Exhibits 1 and 3 of this Agreement. Upon the execution of this Agreement, the School District consents to a delegation of all duties and responsibilities imposed upon BLaST as set forth in Exhibits 1 and 3, and BLaST is hereby relieved of any and all responsibility for compliance with the terms and conditions of Exhibits 1 and 3 and the duties and responsibilities set forth therein.
4. The undersigned authorized representatives of the School District hereby certify that the School District's governing body has adopted the terms of this Agreement and has authorized the undersigned in its behalf to enter into this Agreement.
5. Upon execution of this Agreement, the School District hereby agrees to indemnify and save and hold harmless BLaST, members of the Board, officers, agents, servants, and employees from any loss, liability, damages, costs (including, without being limited to, court costs or administrative proceedings, and in the amount of any judgment, award, or decision) and expenses (including, but without being limited to, counsel fees) reasonably paid or incurred in connection with any civil action, administrative proceeding, or arbitration proceeding instituted against BLaST, members of the Board, officers, agents, servants, and employees, arising from duties performed by School District hereunder or from the payment or administration by BLaST of the District IDEA allocations

The School District agrees that the foregoing is intended to be as broad and inclusive as is permitted by the law of the Commonwealth of Pennsylvania, and that if any portion thereof is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

The parties hereto, intending to be legally bound hereby, execute this Agreement the 1st day of July 2023.

BLaST, IU #17 Representative

_____

East Lycoming School District Representative

**ESTIMATED 2023-2024 IDEA
PASSTHROUGH**

Disbursement Based
on 12/1 Child Count
(Direct Dollars Paid to
School District)

Exhibit 2

District	City	Amount
Athens Area School District	Athens, PA	\$ 483,108.54
Canton Area School District	Canton, PA	\$ 219,594.79
Northeast Bradford School District	Rome, PA	\$ 161,431.85
Sayre Area School District	Sayre, PA	\$ 213,659.79
Towanda Area School District	Towanda, PA	\$ 276,570.73
Troy Area School District	Troy, PA	\$ 341,855.67
Wyalusing Area School District	Wyalusing, PA	\$ 280,131.73
East Lycoming School District	Hughesville, PA	\$ 307,432.70
Jersey Shore Area School District	Jersey Shore, PA	\$ 427,319.59
Loyalsock Township School District	Montoursville, PA	\$ 275,383.74
Montgomery Area School District	Montgomery, PA	\$ 188,732.82
Montoursville Area School District	Montoursville, PA	\$ 348,977.67
Muncy School District	Muncy, PA	\$ 167,366.84
South Williamsport Area School	South Williamsport, PA	\$ 213,659.79
Williamsport Area School District	Williamsport , PA	\$ 965,030.07
Sullivan County School District	Laporte, PA	\$ 172,114.83
Northern Tioga School District	Elkland, PA	\$ 434,441.58
Southern Tioga School District	Blossburg, PA	\$ 466,490.55
Wellsboro Area School District	Wellsboro, PA	\$ 307,432.70
		\$ 6,250,735.98

Allowable/Unallowable Costs

Costs must be: necessary, reasonable, allocable, and documented.

Guiding questions:

- Is the cost reasonable and necessary for the program?
- Do sound business practices support the expenditure?
- Does the expense support the purpose of the grant?
- Is the expense in compliance with laws, regulations, and grant terms?
- Is the price comparable to that of similar goods or services in the geographic area?
- Is the purchase for excess cost of educating students with disabilities?

For a particular cost to be allowed, it must be an excess cost of providing special education and related services for IDEA Part B.

Costs that are allowed can include, but may not be limited to, the following. However, every effort must be made to allocate ACCESS reimbursable costs to state or local funding whenever possible:

- Extended school year (ESY) programs including ESY transportation and ESY for students with disabilities placed out of state through the Special Education Plan Revision Process (SEPRN)
- Supplemental education costs to support the implementation of the Cordero court decision
- Training programs for parents, teachers and professionals/paraprofessionals who work with students with disabilities
- Occupational and physical therapy
- Hearing impaired services
- Vision impaired services
- Physically impaired services
- Audiology
- Assistive technology specialist
- Orientation and mobility specialists
- Psychiatrists (MD certified for SED)
- Adaptive physical education
- Work experience coordinator and job coaches
- Speech therapy
- Special education teachers
- Clerical staff directly working with allowable professional staff
- Teacher's aides or Paraprofessional personnel
- Bus aides
- Assistive devices
- Psychological services
- Social worker
- IEP specified nursing functions
- Program Monitoring and Evaluation
- Coordinated Early Intervening Services (optional -- available to school districts and public charter schools)

EXHIBIT 3

23-24

Costs that are **not allowed** can include, but may not be limited to, the following:

- Any expenditure made before the beginning date or after the ending date of an approved project
- School transportation (except for field trips, ESY transportation, etc.)
- Operational costs for school owned property (rent, heat, telephones)
- School administrators
- Construction
- Business costs
- Membership in organizations for individuals
- Travel expenses (except for project paid staff or attendance at project paid activities)
- Food, beverages or snacks (there is a high burden of proof, that paying for food, beverages or snacks with federal funds is necessary to meet the goals and objectives of a federal grant)
- Rental costs for IU programs housed in school district operated buildings
- Costs related to legal counsel and/or attorney fees

BUILDING AUTOMATION SYSTEM PROPOSAL

ELSD High School Central Plant



Prepared For: East Lycoming School District

Attn: Bryan McCaffery

Project Info: 349 Cemetery St
Hughesville, PA 17737

Date: 5/11/2023

BidID: 23-03227

Prepared By: Mitchell Megonnell | *Owner Direct Sales*
M: (717) 497-1979
mitchell.megonnell@carrier.com

Terms: This proposal is subject to the attached TERMS AND CONDITIONS OF SALE AUTOMATED LOGIC CONTRACTING SERVICES, INC. dated 03/23/23

Project Description:

Automated Logic is pleased to provide this proposal for an Automated Logic WebCTRL Building Automation System (BAS) for ELSD High School Central Plant per the scope listed below. Automated Logic will provide all necessary hardware, software, project management, engineering, programming, graphics, installation, point-to-point, startup/checkout, training, and warranty for a complete, turnkey system.

Project Cost

Base Bid	\$41,796.00
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Scope of Work

Base Bid

High School

- Chilled Water System
 - ALC HVAC Plant Controller
 - PSH100A100AB10
 - (2) Immersion Temp
- Hot Water System
 - ALC Multiple Equipment Controller
 - PS5R-VE24
 - (6) Immersion Temp
- Bio Mass Boiler
 - ALC I/O Expander Control Module
 - (3) Immersion Temp
- Domestic Water Pressure Sensor
 - Pressure Transmitter To Monitor City Water Pressure. (To Be Plumed In By Others)

Scope Clarifications & Exclusions

Clarifications:

- Interface*: Provide an integration to the factory provided controls. It is the unit manufacturer's responsibility to ensure the controls are operating per the sequence of operation prior to the start of the integration. The manufacturer must make available all points required for proper BAS control and monitoring via the single point integration interface. (No integration is covered in this proposal.)
- Any control valves, dampers, thermowells, flow meters, air flow monitors, and pressure taps listed above will be provided to the mechanical contractor for installation.
- Provide all necessary low voltage control wiring per local installation code.
- Provide (8) hours of onsite customer training.
- This proposal price is valid for (30) days
- Provide a (1) year warranty for the ALC furnished material and BAS.
- This proposal is based on labor during normal business hours.
- ALC will provide pricing to the owner for a comprehensive Service Agreement upon fully engineering system.
- This proposal is based on the attached contract terms.
- Construction Prevailing Wage Notice – Automated Logic does not employ laborers or mechanics subject to the prevailing wage requirements of the Davis-Bacon Act and similar state statutes. Automated Logic's job functions include design, programming, engineering, and verification of computerized automation systems, control modules and end devices, and performance of software modification. Any work to install equipment is performed by other companies in the construction and installation business. If applicable, Automated Logic will flow all construction prevailing wage requirements down to its subcontractors performing covered labor.

Exclusions:

- Liability for existing controls and equipment to remain.
- Manufacturer-Provided Controls for Packaged Units described above.
- Field control/power wiring for Manufacturer-provided controls unless noted above (Boilers, Chillers, VFDs, etc.)
- Furnish and installation of communication cards for third party equipment and/or devices
- Startup and commissioning of third-party controls and/or equipment
- Third party commissioning assistance unless mentioned above
- Variable Frequency Drives (VFD) or Variable Speed Drives (VSD) and installation of them unless otherwise noted
- Power Wiring (120v)
- Fire dampers, smoke dampers, combination fire/smoke dampers, or any associated actuators/interlock wiring.
- Cutting, patching, painting, demolition work, roofing work, hoisting charges, or access doors
- Fiscal responsibility for consequential & liquidated damages.
- Permits, fees, or performance and/or payment bonds.
- Testing & Balancing.
- Premium time.

Thank you for your consideration of Automated Logic for this project. We look forward to working with you and your team on this unique opportunity. Please feel free to contact me anytime with questions or for any clarifications or scope modifications.

Sincerely,

Mitchell Megonnell
Mitchell Megonnell
Owner Direct Sales
Automated Logic Contracting Services
Mobile: (717) 497-1979
mitchell.megonnell@carrier.com
www.automatedlogic.com

PROCEED AS INDICATED:

AUTOMATED LOGIC CONTRACTING SERVICES

CUSTOMER:

Name

Customer Name

Signature

Date

Signature

Date

Title

Title

Company Name

TERMS AND CONDITIONS OF SALE AUTOMATED LOGIC CONTRACTING SERVICES, INC.

Dated 03/23/23

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. Project down-payment required before commencement of work; \$50,000 - \$200,000 requires 30% / Above \$200,000 requires 20% of the total contract amount. All past due invoices will accrue interest at the lesser of 1% (one percent) per month or the maximum amount allowable by law.

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 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. In the event of any dispute arising out of or related in any way to this Agreement, Automated Logic shall be entitled to recover all costs and expenses incurred in enforcing its rights hereunder, whether based in contract, tort or otherwise, including but not limited to all costs and attorney's fees incurred in any such dispute. 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/en/company/work-for-us/>.

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 as a manufacturer, distributor, or otherwise in the United States, the additional terms and conditions available at <https://www.automatedlogic.com/en/support/additional-terms> which are incorporated herein, shall apply.

27. ADDITIONAL TERMS AND CONDITIONS – ABOUND – If this Agreement includes a subscription to the Abound platform, then the additional terms and conditions of the Abound Master SaaS Subscription Agreement available at <https://abound.carrier.com/en/worldwide/saas-agreement/> which are incorporated herein, shall apply.

28. ADDITIONAL TERMS AND CONDITIONS – WEBCTRL

CLOUD – If this Agreement includes a subscription to the WebCTRL Cloud platform, then the additional terms and conditions of the WebCTRL Master SaaS Subscription Agreement available at <https://www.sharedocs.com/hvac/docs/1000/public/04/webctrl-master-saas-agreement-direct-09232022.pdf> which are incorporated herein, shall apply.

29. 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.

(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 28(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.

BUILDING AUTOMATION SYSTEM PROPOSAL

ELSD HS Controls Changeout and Integration No Central Plant



Prepared For: East Lycoming School District
Attn: Bryan McCaffery
Project Info: 349 Cemetery St
Hughesville, PA 17737

Date: 5/11/2023
BidID: 23-03227
Prepared By: Mitchell Megonnell | *Owner Direct Sales*
M: (717) 497-1979
mitchell.megonnell@carrier.com

Terms: This proposal is subject to the attached TERMS AND CONDITIONS OF SALE AUTOMATED LOGIC CONTRACTING SERVICES, INC. dated 03/23/23

Project Description:

Automated Logic is pleased to provide this proposal for an Automated Logic WebCTRL Building Automation System (BAS) for ELSD High School per the scope listed below. Automated Logic will provide all necessary hardware, software, project management, engineering, programming, graphics, installation, point-to-point, startup/checkout, training, and warranty for a complete, turnkey system.

Project Cost

Base Bid	\$186,400.00
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Scope of Work

Base Bid

*High School

- Building Integration
 - G5CE
 - G5CE (2)
 - Panel Kit
 - (5) AHU 1-5
 - ALC IP Controller
 - Flat Plate
 - Duct CO2 sensor
 - Duct Temp - Averaging
 - (2) Duct Temp - AHU Probe
 - Pool Unit (Turf Room)
 - ALC IP Controller
 - (2) Duct Temp - AHU Probe
 - (13) UV's
 - ALC IP Controller
 - Duct Temp - Averaging
 - On/Off - Regular
 - Pilot Relay
 - ZS2P-ALC
 - OAT/Humidity
 - OA Temp & Humid

- RTU #3
 - ALC IP Controller
 - Humidity
 - Duct Temp - AHU Probe
- (2) Blower Coil 1 and 4
 - ALC IP Controller
 - ZS2P-ALC
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - On/Off - Regular
- (2) Blower Coil 2 and 3
 - ALC IP Controller
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - ZS2P-ALC
 - On/Off - Regular
- (4) Blower Coil 5, 6, 17 and 19
 - ALC IP Controller
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - ZS2P-ALC
 - On/Off - Regular
- (9) Blower Coil 7, 9, 11-15, 18 and 22
 - ALC IP Controller
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - ZS2P-ALC
 - On/Off - Regular
- Blower Coil 8
 - ALC IP Controller
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - ZS2P-ALC
 - On/Off - Regular
- (4) Blower Coil 10, 16, 20 and 21
 - ALC IP Controller
 - Duct Temp - Averaging
 - Duct Temp - AHU Probe
 - ZS2P-ALC
 - On/Off - Regular
- District office board room
 - ALC IP Controller
 - ZS2P-ALC
 - Duct Temp - VAV Probe

Clarifications:

- Interface*: Provide an integration to the factory provided controls. It is the unit manufacturer's responsibility to ensure the controls are operating per the sequence of operation prior to the start of the integration. The manufacturer must make available all points required for proper BAS control and monitoring via the single point integration interface.
- Any control valves, dampers, thermowells, flow meters, air flow monitors, and pressure taps listed above will be provided to the mechanical contractor for installation.
- Provide all necessary low voltage control wiring per local installation code.
- Provide (8) hours of onsite customer training.
- This proposal price is valid for (30) days
- Provide a (1) year warranty for the ALC furnished material and BAS.
- This proposal is based on labor during normal business hours.
- ALC will provide pricing to the owner for a comprehensive Service Agreement upon fully engineering system.
- This proposal is based on the attached contract terms.
- Construction Prevailing Wage Notice – Automated Logic does not employ laborers or mechanics subject to the prevailing wage requirements of the Davis-Bacon Act and similar state statutes. Automated Logic's job functions include design, programming, engineering, and verification of computerized automation systems, control modules and end devices, and performance of software modification. Any work to install equipment is performed by other companies in the construction and installation business. If applicable, Automated Logic will flow all construction prevailing wage requirements down to its subcontractors performing covered labor.

Exclusions:

- Liability for existing controls and equipment to remain.
- Manufacturer-Provided Controls for Packaged Units described above.
- Field control/power wiring for Manufacturer-provided controls unless noted above (Boilers, Chillers, VFDs, etc.)
- Furnish and installation of communication cards for third party equipment and/or devices
- Startup and commissioning of third-party controls and/or equipment
- Third party commissioning assistance unless mentioned above
- Variable Frequency Drives (VFD) or Variable Speed Drives (VSD) and installation of them unless otherwise noted
- Power Wiring (120v)
- Fire dampers, smoke dampers, combination fire/smoke dampers, or any associated actuators/interlock wiring.
- Cutting, patching, painting, demolition work, roofing work, hoisting charges, or access doors
- Fiscal responsibility for consequential & liquidated damages.
- Permits, fees, or performance and/or payment bonds.
- Testing & Balancing.
- Premium time.

Thank you for your consideration of Automated Logic for this project. We look forward to working with you and your team on this unique opportunity. Please feel free to contact me anytime with questions or for any clarifications or scope modifications.

Sincerely,

Mitchell Megonnell
Mitchell Megonnell
Owner Direct Sales
Automated Logic Contracting Services
Mobile: (717) 497-1979
mitchell.megonnell@carrier.com
www.automatedlogic.com

PROCEED AS INDICATED:

AUTOMATED LOGIC CONTRACTING SERVICES

CUSTOMER:

Name

Customer Name

Signature

Date

Signature

Date

Title

Title

Company Name

TERMS AND CONDITIONS OF SALE AUTOMATED LOGIC CONTRACTING SERVICES, INC.

Dated 03/23/23

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. Project down-payment required before commencement of work; \$50,000 - \$200,000 requires 30% / Above \$200,000 requires 20% of the total contract amount. All past due invoices will accrue interest at the lesser of 1% (one percent) per month or the maximum amount allowable by law.

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 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. In the event of any dispute arising out of or related in any way to this Agreement, Automated Logic shall be entitled to recover all costs and expenses incurred in enforcing its rights hereunder, whether based in contract, tort or otherwise, including but not limited to all costs and attorney's fees incurred in any such dispute. 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/en/company/work-for-us/>.

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 as a manufacturer, distributor, or otherwise in the United States, the additional terms and conditions available at <https://www.automatedlogic.com/en/support/additional-terms> which are incorporated herein, shall apply.

27. ADDITIONAL TERMS AND CONDITIONS – ABOUND – If this Agreement includes a subscription to the Abound platform, then the additional terms and conditions of the Abound Master SaaS Subscription Agreement available at <https://abound.carrier.com/en/worldwide/saas-agreement/> which are incorporated herein, shall apply.

28. ADDITIONAL TERMS AND CONDITIONS – WEBCTRL

CLOUD – If this Agreement includes a subscription to the WebCTRL Cloud platform, then the additional terms and conditions of the WebCTRL Master SaaS Subscription Agreement available at <https://www.sharedocs.com/hvac/docs/1000/public/04/webctrl-master-saas-agreement-direct-09232022.pdf> which are incorporated herein, shall apply.

29. 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.

(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 28(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.

Professional Janitorial Service Proposal

Prepared for:

East Lycoming School District

**349 Cemetery Street
Hughesville, Pennsylvania 17737**

Submitted By:

MARR DEVELOPMENT INC

1033 Alliance Park Drive
Suite 201
Bloomsburg, PA 17815
Shawn Sulouff
5704160570
ssulouff@marrdevelopment.com

May 17, 2023

MARR DEVELOPMENT INC
1033 Alliance Park Drive
Suite 201
Bloomsburg, PA 17815

May 17, 2023

Bryan McCaffrey
East Lycoming School District
349 Cemetery Street
Hughesville, Pennsylvania 17737

Dear Bryan,

Subject: Janitorial Service Proposal - East Lycoming School District, 349 Cemetery Street, Hughesville, Pennsylvania 17737

Thank you for allowing MARR DEVELOPMENT INC to prepare a professional cleaning service proposal for your consideration. We know it takes considerable time and effort to show any potential contractor your facility, and to provide them with the necessary information. *So again, thanks!*

Here are a few important highlights:

Before we start... All of our cleaners are thoroughly trained on how to perform each cleaning task, as well as on important safety issues. Our goal is to clean each customer's facility professionally and safely.

During the start... We know a seamless, no-hassle start-up is important to every customer. So at MARR DEVELOPMENT INC, we combine up-front preparation and training with strong management and direction to ensure a smooth, successful startup.

After the start... A systematic approach to keep your building looking good! At MARR DEVELOPMENT INC, we offer strong management and quality control to plan for, and not lose track of, the many necessary cleaning details.

We look forward to the opportunity of becoming a trusted and valued partner in improving and maintaining the appearance of your building. Please call if you have any questions, or need additional information as you review our proposal.

Sincerely,

Shawn Sulouff

MARR DEVELOPMENT INC

East Lycoming School District
Professional Janitorial Service Proposal

General/Description of Services

MARR DEVELOPMENT INC agrees to provide all necessary employees to assure performance of specified cleaning service for the customer. MARR DEVELOPMENT INC agrees to furnish such cleaning service for 14 weeks through to Sept. 1st 2023.

Compensation

Marr Development will be providing janitorial staff for the East Lycoming School District at the rate of **\$25 per hour per staff member.**

Based on a **40 hour work week: \$25.00 x's 40 hours = \$1000 per week per staff member.**

1 Janitor per week = \$1000

2 Janitors per week = \$2000

3 Janitors per week = \$3000

4 Janitors per week = \$4000

5 Janitors per week = \$5000

Special Services

Carpet cleaning is available - Price quoted upon request.

Waxable hard surface floors can be stripped and refinished or scrubbed and re-waxed - Price quoted upon request.

Exterior windows can be cleaned - Price quoted upon request.

Service Schedule

Cleaning service operations described in this comprehensive program will be performed 5 days per week, or 4-10 per request of school district.

The cleaning crew will observe holidays observed by the customer. MARR DEVELOPMENT INC is prepared to adapt this work schedule to coincide with the needs and requests of the customer provided that such requests do not alter the cost of operations.

Invoicing

All invoicing will be itemized according to monthly work or for special tasks. Invoicing will be on the 1st of each month. Payment policy is net 30 days.

Supervision

Adequate personnel and supervision will be furnished to ensure quality service.

Equipment

The School District will supply all equipment to be used for the job.

Insurance

MARR DEVELOPMENT INC will furnish all forms of insurance required by law and shall maintain the same in force.

- \$1,000,000 Comprehensive General
- \$1,000,000 Liability Property Damage
- \$1,000,000 Worker's Compensation

Employee Status

Personnel supplied by MARR DEVELOPMENT INC are deemed employees of MARR DEVELOPMENT INC and will not for any purpose be considered employees or agents of the customer.

Equal Opportunity Employer

MARR DEVELOPMENT INC is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

Our Philosophy

MARR DEVELOPMENT INC is committed to providing quality janitorial services that deliver the highest levels of customer satisfaction.

Cancellation

This agreement may be terminated or canceled at any time with a minimum of thirty (30) days written notice from either party.

Agreement

This Agreement ("this Agreement") is made and entered into as of _____, 20____, by and between MARR DEVELOPMENT INC, with its principal place of business located at 1033 Alliance Park Drive, Suite 201, Bloomsburg, PA 17815 and East Lycoming School District with its principal place of business located at 349 Cemetery Street, Hughesville, Pennsylvania 17737.

NOW, THEREFORE, in consideration of the mutual promises and benefits to be derived by the parties they mutually agree to the terms and conditions as outlined above in this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date and year first

written above.

MARR DEVELOPMENT INC

Signature: _____

Name: _____

Date: _____

Title: _____

East Lycoming School District

Signature: _____

Name: _____

Date: _____

Title: _____



Inter-Governmental Agreement for shared Special Education Services

This AGREEMENT is made this 1st day of July 2023 between **East Lycoming School District**, and **BLaST, Intermediate Unit #17**, of Williamsport, Pennsylvania, and Canton, Pennsylvania with its principal business office located at 33 Springbrook Drive, Canton, PA 17724.

WHEREAS, the **School District** desires to obtain **Services** through the **Intermediate Unit**; and
WHEREAS, the **Intermediate Unit** is desirous of providing such **Services** to the **School District**;

NOW, THEREFORE, in consideration of the foregoing premises, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the **Parties** hereto agree as follow:

General Terms and Conditions

Article Contract Documents.

§ This **Agreement** consists of only the following: (a) these General Terms and Conditions; (b) the following Exhibits that are attached hereto; and (c) each Student Addendum agreed upon and executed by the **Parties**:

§ Exhibit "A," relating to the **Intermediate Unit's** program and services cost projections;

§ Exhibit "B," relating to the **Intermediate Unit's** supervisor job description;

§ Exhibit "C," relating to the **Intermediate Unit's** inter-district classroom(s) hosted by the school district;

§ The intent of the **Parties** is to include in the contract documents all items necessary for the proper execution and completion of the **Services** by the **Intermediate Unit**. The contract documents are complementary, and what is required by one shall be as binding as if required by all. Performance by the **Parties** shall be required only to the extent consistent with the contract documents and reasonably inferable from them.

§ **Employee**” means any person performing **Services** under this **Agreement** on behalf of the **Intermediate Unit** and includes: (a) **Employees**, agents or officials of the **Intermediate Unit**, (b) a subcontractor(s) of the **Intermediate Unit**, or (c) **Employees**, agents or officials of a subcontractor of the **Intermediate Unit**.

§ **“Services”** means the **Services**, work and deliverables described in Exhibit “A” attached hereto, the **Intermediate Unit**’s duties as described in this **Agreement** and the **Services** or deliverables to be provided by the **Intermediate Unit**. The **Intermediate Unit** may substitute virtual services in the event that in-person services can not be performed, with prior notification to the district.

RESPONSIBILITIES OF THE IU

During the **2023-2024** school year, the IU shall provide and operate the programs and services enumerated in **“Exhibit A”** attached hereto. For purposes of this agreement, the phrase “programs and services” shall mean the following:

- a. Professional or paraprofessional staff in such numbers and with such certification, licenser, or training as is required to implement this agreement in accordance with all applicable provisions of state and federal law in effect on the above date.
- b. Supervision, administration, classroom management, and evaluation of all professional and paraprofessional staff used to implement this agreement and other duties as described in the supervisor job description attached to this contract **(Exhibit B)**.
- c. Administrative and clerical support services from departments or programs within the IU other than the Special Education Department, when required in the judgment of the IU for the effective and efficient implementation of this agreement.
- d. Provision of criminal background information on all individuals for whom such information is required by Section III of the Public School Code of 1949, 24 P.S. s 1-111.

The IU shall ensure that the programs and services provided in accordance with paragraph 1 comply with all requirements of state and federal law in effect on the above date, to the extent that such compliance does not depend on the performance or actions of the District, the Commonwealth or federal governments, or any other individual or entity beyond the control of the IU. When compliance with the requirements of state or federal law, including the provision of a free appropriate public education, depends upon the performance, actions, or cooperation of the District, the IU shall make every effort to advise the District accordingly.

On or before May 1, for each ensuing year that the parties renew this agreement, the IU shall establish and shall notify the District in writing of the unit cost of each program or service

enumerated in or added to **Exhibit A** for the ensuing year. The IU shall base the unit cost for a program or service on the actual cost that the IU estimates it will incur to provide the program or service in accordance with Paragraph 1 during the term of this agreement, or any renewal year. These estimated unit costs shall be incorporated into **Exhibit A** and shall thereby be incorporated into this Agreement.

Reconciliations – Immediately upon the cost of the term of this Agreement and upon the conclusion of any renewal year thereafter, the IU shall calculate the total, actual costs that it incurred in the implementation of this Agreement. The cost calculations shall be made by taking the total costs incurred in providing a particular program or service and dividing it by the total number of days or hours of service provided, then multiplying the resultant daily or hourly cost times the number of days or hours of use by the District. On or before November 1, the IU shall issue a statement containing the total thus calculated and the total payments received from the District in accordance with this Agreement during the preceding year. If the amount expended is greater than the amounts received from the District, the statement shall include a bill for the difference. If the amount is less than the amounts received from the District, the statement shall so indicate, and the IU shall reimburse the difference to the District according to the process described in Section D.

For those programs or services provided to local school districts, the IU shall follow the school calendar and schedule adopted by the District in which the service(s) is/are provided.

In the event the **Intermediate Unit** is unable to provide the **Services** as specified in this **Agreement** because of any act: (a) of God, (b) civil disturbance, (c) fire, (d) riot, (e) war, (f) terrorism, (g) pandemic, (h) epidemic, (i) governmental action, (j) resignation, (k) retirement, (l) termination of an **Employee**, or (m) any other condition or cause beyond the **Intermediate Unit's** reasonable control (each a "*Force Majeur Event*"), shall excuse **Intermediate Unit** from performance under this **Agreement**.

RESPONSIBILITY OF THE DISTRICT

On or before April 1, the District shall identify those programs and services that the District wishes the IU to provide in accordance with this agreement.

The District shall pay the IU according to the schedule contained in Section D.

The District shall assure the following for programs or services included in this contract:

- a. Furnished classrooms and other space comparable in size and consideration to classrooms with the District to which non-exceptional students are typically assigned and which are located in reasonable proximity to the regular ebb and flow of building activities, unless the identified needs of the students assigned to the program or service require otherwise (**Exhibit C**).

Allocation of classrooms and other instructional space is the responsibility of the various school districts participating in this Agreement. Fair-share of space and/or compensation for their equal share is the responsibility of the participating school districts. Fair share allocations shall be determined no later than August 1, and not changed thereafter without written consent of all districts participating in this Agreement **(Exhibit C)**.

- b. Compliance with all applicable provisions of the Asbestos Hazard Emergency Response Act of 1986 and its implementing regulations, including preparation and maintenance of a management plan covering the building.
- c. Compliance with accessibility and other applicable building standards under any state or federal law in effect on the above date, including but not limited to Section 504 of the Rehabilitation Act of 1973 and its implementing regulations, the Americans with Disabilities Act and its implementing regulations, the Pennsylvania Human Relations Act and its implementing regulations, and Act 166 of 1998.
- d. Assistance, cooperation, and participation of District staff in the development and implementation of adaptations and support services necessary to enable students assigned to the program or service to participate to the maximum extent possible in mainstream or integrated educational or extracurricular activities.
- e. The same regular education support and ancillary services as provided to non-exceptional students.
- f. Application of building or district discipline and student conduct policies in a manner consistent with state and federal laws applicable to exceptional students in effect on the above date.
- g. Curriculum development and provision of such in-service programs, training, and mentor programs to IU staff necessary to implement this agreement in accordance with state and federal law and the terms of any applicable labor agreements to which the IU is party.

COORDINATED RESPONSIBILITIES

The District shall remain responsible for the multidisciplinary evaluation and reevaluation (MDE) and IEP development and revision processes for all exceptional or thought-to-be exceptional students who reside within the District. The IU shall make appropriate members of its staff available at reasonable times and locations for participation as needed in MDE's and IEP planning conferences. Nothing in this paragraph, however, shall require the IU to make available any staff member not directly involved in the provision of programs or services in accordance with this agreement. The IU shall adhere to all recommendations of the IEP team to the extent that implementation of those recommendations is within the scope of the programs and services enumerated in this agreement. The District shall adhere to all recommendations of the

IEP team that require the provision of programs, services, accommodations, or support not within the scope of the programs and services enumerated in this agreement.

PAYMENT SCHEDULE

The District agrees to pay the IU a total of **\$177,321.00** for the programs and services provided pursuant to this agreement in five (5) scheduled payments on or before the dates listed below.

1.	August 31, 2023	20%	\$35,464.20
2.	October 31, 2023	20%	\$35,464.20
3.	December 30, 2023	20%	\$35,464.20
4.	February 28, 2024	20%	\$35,464.20
5.	April 28, 2024	20%	\$35,464.20

Final reconciliation of actual costs shall be made on or before November 1 of the following year and subsequent billing if necessary.

LIABILITY

The IU agrees to indemnify, defend, and hold harmless both the District and any director, officer, agent or employee of the District against all claims, damages, losses, or penalties that result either from the acts or omissions of the administrative, professional, paraprofessional, or support staff provided by the IU under the terms of this Agreement or from the maintenance or operation of any equipment or vehicles provided or used by the IU under the terms of this Agreement. The IU shall maintain sufficient liability insurance for this purpose.

The District agrees to indemnify, defend, and hold harmless both the IU and any director, officer, agent, or employees of the IU against all claims, damages, losses, or penalties that result either from the acts or omissions of the administrative, professional, paraprofessional or support staff of the District or from the maintenance, use, or operation of any real property, equipment, or vehicles. The District shall maintain sufficient liability insurance for this purpose.

None of the administrative, professional, paraprofessional, or support staff provided by the IU under the terms of this Agreement shall be considered employees or agents of the District for any purpose, and none of the administrative, professional, paraprofessional, or support staff of the District shall be considered employees or agents of the IU for any purpose. The IU agrees to indemnify, defend, and hold harmless the district against all claims, damages, losses, or penalties resulting from any determination, whether judicial, administrative or otherwise, that any of the foregoing staff members provided by the IU under the terms of this Agreement is an employee or agent of the District. The District agrees to indemnify, defend, and hold harmless the IU against all claims, damages, losses, or penalties resulting from the determination, whether judicial, administrative or otherwise, that any of the foregoing staff members provided by the District under the terms of this agreement is an employee or agent of the IU.

This Agreement is intended to and shall be construed as consistent with all applicable state and federal laws in effect on the above date. To the extent that the law is construed as inconsistent with the language of this Agreement, the law shall supersede the language as the contractual expression of the parties' intent and may be enforced as such.

This Agreement constitutes the entire Agreement and understanding between the IU and the District concerning the programs and services to which it applies. It supersedes and repeals all prior or contemporaneous Agreements and understanding, written or oral on this subject. Any modification to this Agreement shall be in writing executed by the legal representatives of the parties.

While it is the intent of both parties to honor the provision of this Agreement, both reserve the right to terminate the Agreement due to any unforeseen actions by non-contract parties such as the Pennsylvania Department of Education. Such termination shall be effected in a manner that maintains the rights of students, parents and IU employees.

BLaST Intermediate Unit #17

BY:

David McNett

ATTEST:

Aimee Pepper

East Lycoming School District

BY: _____

ATTEST: _____