

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

May 3, 2021

A G E N D A

Meeting Called to Order

Introduction of Guests

Opportunity for Public Comment regarding Agenda Items

Approval of Minutes of Previous Meetings

Communications and Recognition

Treasurer's Report – Mr. Keith A. Stoltzfus

Academic Committee – Mrs. Patricia M. Pontz, Chairperson

Buildings and Grounds Committee – Mr. David J. Beiler, Chairperson

Board of Review Committee – Mrs. Melissa S. Herr, Chairperson

Finance Committee – Mr. Scott J. Kimmel, Chairperson

Personnel Committee – Mr. James H. Byrnes, Chairperson

Federal Programs – Dr. Andrew M. Godfrey, Representative

Liaison Reports

Student Representatives – Ms. Liana Howe, Ms. Ella Horst

Superintendent's Report

Old Business

New Business

Opportunity for Public Comment

Adjournment

LAMPETER-STRASBURG SCHOOL DISTRICT

Lampeter, Pennsylvania 17537

May 3, 2021

LAMPETER-STRASBURG HIGH SCHOOL – Dr. Benjamin J. Feeney, Principal

A. ASIAN CULTURE CLUB

As the year is drawing to a close, I want to thank my seniors for all of the many years they have invested in the school and community through the club. In March, co-president Ava Martin and advisor Brian Fisher delivered pastries to the nurses, service personnel, and staff at the IU-13 as a token of thanks for their work in vaccinating our teachers to keep our schools safe. In April, we plan to celebrate the Thai New Year by enjoying Thai iced tea packets we've distributed to members and sharing the experience virtually. In May, we hope to recognize our seniors in a special send-off, which is currently in the planning stage.

B. ATHLETICS

2021 Spring Sports Participation

	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>Total</u>
Baseball	--	--	10	15	7	10	42
Lacrosse - B	--	--	7	10	6	1	24
Lacrosse - G	--	--	9	11	5	8	33
Softball	--	--	8	3	4	10	25
Tennis - B	--	--	8	2	4	3	17
Track - Coed	28	24	31	25	22	11	141
Total	28	24	73	66	48	43	282

Summary:

Total participation for spring 2021 is 282 students.

C. VOCAL MUSIC

The first Virtual PMEA All-State Festival was a success! The festival included 650 talented high school students from across the state of Pennsylvania selected by audition for the Jazz, Vocal Jazz, Concert Band, Wind Ensemble, Orchestra and Chorus All-State Ensembles.

The Lampeter-Strasburg High School had three students participate in the All-State Chorus from April 14-17. Juniors, Maya Bowman, Cassie Meck and Hollyn Miller worked virtually with 200 students from across the state and Dr. Rachel Cornacchio from Messiah University. Mr. Welchans was also invited to be a sectional leader where he worked with the Basses on two separate occasions. We are looking forward to viewing the virtual performance of Jake Runestad's "Proud Music of the Storm," once students submit their final recordings and the sound engineers compile all of the student's vocal tracks.

The Lampeter-Strasburg High School concert choir continues to make music in small groups of roughly 25 students. They are planning to record some pieces during the first two weeks of May and hope to deliver a virtual performance for parents and the public this spring.

MARTIN MEYLIN MIDDLE SCHOOL - Mr. Jamie P. Raum, Principal

A. MARTIN MEYLIN MIDDLE SCHOOL BURROWES SCHOLARS

Eleven Martin Meylin Middle School students were selected as recipients of the 2021 Burrowes Scholars award. These students demonstrated maximum academic achievement and competence in twelve selected disciplines.

Student's Name

Alice Buffington

Gianna Fasano

Allyson Breneman

Jacob Poyer

Jacob Poyer

Truman Horst

Subject/Teacher

Art – Mr. Edward Leone

ELA – Mrs. Joanne Williard

Family Consumer Science – Mrs. Wendy Irwin

Science – Mr. Matthew Wieand

German – Mr. Joseph Mencarini

Math – Mrs. Rebecca Middleton

Parent's Name

Jerry and Michelle Buffington

John and Amy Fasano

Shawn and Amy Breneman

Robert and Kristie Poyer

Robert and Kristie Poyer

Clifford and Roselle Horst

Alaina Brenneman
Megan Platt
Emory Fluhr
Annaliese Sauve
Elliana Donaldson
James Appelgrijn

Music – Mr. Benjamin Gibson
Physical Education – Mrs. Joan Bianchi
Physical Education – Mr. Dustin Weiss
Social Studies – Mrs. Janelle Kershner
Spanish – Mrs. Emilee Miller
Technology Education – Mr. Kenneth Neumann

Jeffrey and Lea Brenneman
William and Joanne Platt
Michael Fluhr and Rochelle Fluhr
Paul and Kristin Sauve
Matthew and Elizabeth Donaldson
Frederick and Rhiannon Appelgrijn

B. STUDENTS OF THE MONTH

The following students are April Students of the Month. These students were chosen by creative arts teachers. Students were selected in the category of etiquette: politeness, manners, courtesy, concern for the feelings and comfort of others.

Family Consumer Science
8 Laela Gipe

Technology Education
8 Faith Carpenter

German
6 Finlee Parrish

Spanish
6 Aidan Waters

Art
8 Sarah Firestone

Health
8 Bailey Melendez

Music
8 Choe Beatty

Orchestra
8 Calandra Reynolds

Fitness & Wellness
7 Brooke Hess

Physical Education
8 Chloe Bucher
8 Benjamin Moyer

Band
6 Emily Helms
6 Lauren Helms

LAMPETER-STRASBURG ELEMENTARY DIVISION –

Dr. Jeffrey T. Smecker and Dr. Michele Westphal, Principals

A. KINDERGARTEN REGISTRATION PROCESS CONTINUES

In March, families started enrolling their eligible children for kindergarten for the 2021-22 school year. The kindergarten registration process is being done online this year for the first time. Parents are able to complete the entire registration process through PowerSchool. The annual parent meeting was recorded and posted on the District website for parents to access and review, along with a video of a day in the life of a kindergarten student. Mrs. Lauren Menapace, the Early Childhood Coordinator, is holding individual assessment appointments with all registered kindergarten students to determine each child's kindergarten readiness. Additionally, the parent who accompanies the child to the evaluation appointment completes a short questionnaire to help us get to know the incoming kindergarten students better. While the processes for kindergarten registration are new this year, we are looking forward to welcoming all of the new kindergarteners in August.

B. VIRTUAL ASSEMBLIES

The Lampeter Elementary PTO graciously sponsored two different virtual assemblies in the month of April. At the beginning of the month, a virtual author's visit was held with Bruce Hale. Each of the Lampeter Elementary students attended one of three assemblies held via Zoom. During the assemblies, the students learned about Bruce's life as an author while they sang, danced and became inspired to write and illustrate their own stories.

In the middle of April, the Lampeter Elementary PTO sponsored Lampeter Laughs. This family show was originally supposed to be performed live in the winter of 2020, but due to weather and COVID-19, the live show was postponed. The entire school got to watch the live YouTube show featuring Jonathan Burns as the host who also showed the students how to do magic tricks, Thom Wall who performed magic tricks, and Nick Disanto who performs as a one man band. The students enjoyed the presentations from all of the performers, and many left trying some of the magic tricks they had learned during the show. The link to the recorded show was shared with all Lampeter Elementary families so they could watch the show again at home.

C. PSSA TESTING

During the month of April, all Hans Herr Elementary School students took the Reading and Math PSSA exams. In addition, fourth grade students took the Science exams. This was the first year our students took the online version of the PSSA exams. Students and staff did an outstanding job with this transition! Our students put forth their best effort to demonstrate all they have learned thus far this year. The staff at Hans Herr Elementary School is extremely proud of all our students and their tremendous progress.

D. ELEMENTARY AGRICULTURE LITERACY WEEK

Since the District third Graders did not get the chance to have a Holiday Workshop, traditionally hosted by the Lampeter-Strasburg High School, high school students came up with the idea of sending something to them instead. Students from the high school Agriculture Department supplied third graders with all the materials needed, as well as a virtual lesson template using Google Slides and recorded videos. The third grade students learned about what is needed for plant germination (water, oxygen, right temperature, sun, etc.).

E. HANS HERR ELEMENTARY SCHOOL BURROWES SCHOLARS ANNOUNCED

The following fifth grade students will be honored as Burrowes Scholars on May 6, 2021, for their academic achievement.

<u>Name</u>	<u>Subject</u>
Eli Adams	Language Arts
Madelyn Albright	Mathematics
Lucy Boyd	Music - Vocal
Olivia Curry	Physical Education
Ashlyn Donaldson	Language Arts
Kylie Dyer	Mathematics
Abigail Gawne	Music - Orchestra
Rosalie Glick	Music - Band
Isabel Henry	Art
Hayden Jennings	Language Arts
Alexander King	Mathematics
Evander Mathis	Language Arts
Benjamin Rimert	Mathematics
Ella Smith	Language Arts
Isaac Staley	Mathematics
Norah Steffy	Mathematics
Brayden Welk	Physical Education

INFORMATION TECHNOLOGY DEPARTMENT – Mr. William E. Griscom, Jr., Technology Director

A. LAPTOP DEPLOYMENT

The laptop rollout for faculty and staff is nearly complete, with only fifty devices remaining to be scheduled. This deployment has taken longer than normal because of COVID protocols, but has gone well. The one-on-one approach allows for individualized training versus the group approach that is less personalized. Additionally, during each laptop swap, the department members have reviewed the Google Drive transition, which has gone very smoothly. The move to Google Drive allows everyone to store their files in the cloud and have access to the content regardless of the device and location.

B. MULTI-FACTOR AUTHENTICATION

Mr. Hoover and Mr. Griscom have begun investigating the possibility of adding multi-factor authentication (MFA) for high profile users. The idea of MFA is that users need to log into a system first with a known password and then secondly using another source, such as a code that is sent via a text message or through an authenticator application. Other possibilities include keys with dynamically changing numbers or cards that can be attached to a door access card. Because it increases the complexity of logging in, we are starting to explore possibilities in this space with only high profile users, meaning those who are more likely to be targeted by attackers.

C. POWERSCHOOL SCHEDULING PROCESS

Mrs. Wolgemuth continues to work collaboratively with each building administration and support team to improve efficiencies regarding data systems. In particular, she's working with Mr. Raum, Mrs. Kowitz, and Mrs. Minney to change scheduling practices at Martin Meylin Middle School. Working collaboratively, the team has set a deadline for schedules to be complete by July 1, prior to the PowerSchool rollover for the 2021-22 school year. While a middle school schedule is always more complex than other schools within a district, the Carbon Lehigh IU support team has assured us that it's a realistic goal.

FOR BOARD ACTION

PERSONNEL COMMITTEE

1. RECOMMENDATION FOR APPROVAL OF RESIGNATIONS

Recommend the approval of a resignation from the following individuals:

- a. Robert B. Haldeman, second shift lead custodian, Martin Meylin Middle School, retroactively effective to April 7, 2021.
- b. Melody J. Martin, special education teaching assistant, Martin Meylin Middle School, effective May 15, 2021.
- c. Ariel F. Nguyen, third grade teacher, Hans Herr Elementary School, effective at the end of the 2020-2021 school year.
- d. Lindsey S. Oyler, Title I reading assistant, Lampeter Elementary School, effective at the end of the 2020-2021 school year.
- e. James A. Stutzman, third grade teacher, Hans Herr Elementary School, effective at the end of the 2020-2021 school year.

2. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – PROFESSIONAL

Recommend the approval of employment of the following individuals in professional positions, as follows:

- a. Megan E. Burkhart, a professional employee assigned as a special education teacher at Lampeter-Strasburg High School. Dr. Burkhart is a graduate of Bloomsburg University with a Bachelor of Science in Education. She earned her Master of Education degree from the University of Turabo/Penn State University and her Doctorate degree from Drexel University. Dr. Burkhart is certified in Elementary K-6, English 7-12, Special Education PK-12, English as a Second Language PK-12, and Supervisor Special Education PK-12. Her annual compensation will be \$80,656 based upon Step 7, Level M+60, of the District compensation agreement, effective August 11, 2021, pending receipt of required documents.
- b. Melinda A. Harden, a temporary professional employee assigned as a learning support teacher at Martin Meylin Middle School. Ms. Harden is a graduate of Western Governors University with a Bachelor of Arts in Special Education and is certified in Grades PK-4 and Special Education PK-8. Her annual compensation will be \$56,597 based upon Step 2, Level B, of the District compensation agreement, effective August 11, 2021, pending receipt of required documents.
- c. Kendall R. Krulock, a temporary professional employee assigned as a health/physical education teacher at Lampeter-Strasburg High School. Her annual compensation will be \$55,287 based upon Step 1, Level B, of the District compensation agreement, effective August 11, 2021, pending completion of Bachelor of Arts degree in health and physical education from Wilson College and receipt of Health and Physical Education PK-12 certification.
- d. Rachel M. Welsh, a temporary professional employee assigned as a learning support teacher at Lampeter Elementary School. Ms. Welsh is a graduate of Elizabethtown College with a Bachelor of Science degree in Early Childhood and Special Education, earned her Master's Degree in Special Education from West Virginia University and is certified in Grades PK-4 and Special Education PK-8. Her annual compensation will be \$68,986 based upon Step 7, Level M, of the District compensation agreement, effective August 11, 2021, pending receipt of required documents.
- e. Hope L. Zimmerman, a temporary professional employee assigned as a family consumer science teacher at Lampeter-Strasburg High School. Ms. Zimmerman is a graduate of Millersville University with a Bachelor of Arts in Social Work, earned her Master of Arts in Education from University of Georgia, and is certified in Family/Consumer Science PK-12 and English 7-12. Her annual compensation will be \$65,054 based upon Step 4, Level M, of the District compensation agreement, effective August 11, 2021.

3. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – SUPPORT

Recommend the approval of employment of James A. Stutzman as a special education teacher assistant at Hans Herr Elementary School. Mr. Stutzman will become a category C support employee and will be compensated at \$17.19 per hour effective August 20, 2021.

4. RECOMMENDATION FOR APPROVAL OF CHANGE OF STATUS

Recommend the approval of a change of status for the following employees:

- a. Dennis L. Bailey, second shift custodian, Lampeter-Strasburg High School. Mr. Bailey will become second shift lead custodian at Lampeter-Strasburg High School effective June 7, 2021. He will remain a category A support employee and will be compensated \$14.82 per hour.
- b. Matthew A. Greenwood, taxes/census coordinator and van driver, Administration Building. Mr. Greenwood will become a 12-month, salary exempt employee assigned to serve as Transportation Coordinator effective June 7, 2021. He will remain assigned to the Lampeter-Strasburg School District Administration Building and will be compensated \$55,708 annually.
- c. Christi L. Henry, fifth grade teacher, Hans Herr Elementary School. Ms. Henry will become a program specialist at Hans Herr Elementary School effective August 20, 2021. Her annual compensation for the 2021-2022 school year will be \$77,443 based upon Step 9, Level M30, of the District Compensation Agreement.

5. RECOMMENDATION FOR APPROVAL OF ADDITIONAL ASSIGNMENT

Recommend the approval of additional assignment for Latecia Seibel, custodian, Martin Meylin Middle School. Ms. Seibel will act as second shift lead custodian at Martin Meylin Middle School retroactively effective to April 19, 2021, until the position is filled. She will be compensated hourly at \$18.80 during this assignment.

6. RECOMMENDATION FOR APPROVAL OF LEAVE OF ABSENCE

Recommend the approval of an extension to a leave of absence for Kirsten E. Baker, music teacher, Hans Herr Elementary School, through the end of the 2021-2022 school year.

7. RECOMMENDATION FOR APPROVAL OF SUMMER EMPLOYEES

Recommend the approval of summer employees at the hourly compensation indicated:

Custodial:

Lampeter-Strasburg High School

Elly L. Bruner	\$10.11
Aleah K. Bruner	\$10.11
Andrew S. Cramer	\$10.61
Olivia F. Griscom	\$10.11
Kimberly A. Jacoby	\$12.11
Lisa M. Lantz	\$12.11
Chase D. Lauver	\$10.11
Cozette E. Maines	\$10.11
Lisa M. Nitchie	\$12.11
Pamela K. Rice	\$12.11
Rebecca A. Shelley	\$12.11
Lisa M. Simpson	\$12.11
Ryan J. Smecker	\$10.11
Erin N. Stoltzfus	\$10.61
Natalie C. Willig	\$11.11

Hans Herr Elementary School

Mason J. Godfrey	\$12.11
Faith A. Hollern	\$12.11
Milissa S. McAleer	\$12.11
Gavin K. McNeeley	\$10.11
Kerri J. Pletcher	\$12.11
Connie L. Richwine	\$12.11
Sachiko Stoneburner	\$12.11
Stephanie D. Watson	\$12.11

Martin Meylin Middle School

Meredith L. McDonald	\$12.11
Hayden E. Nebel	\$10.11
Kaden S. Peart	\$12.11
Lorraine B. Puleo	\$12.11
Tyler L. Rightnour	\$10.11
Colin L. Rimmer	\$12.11
Emerson J. Teeter	\$10.11
Connor T. Welk	\$10.11
Judith A. Wilhelm	\$12.11

Lampeter Elementary School

Michael J. Gast	\$12.11
Jeremy N. Bitler	\$12.11
Anna R. Kuhns	\$12.11

Substitutes

Geoffrey L. Bender	\$11.89
Michael J. Kuhns	\$12.11
Paige B. Kuhns	\$12.11
Jonathan R. Kurtz	\$12.11

8. RECOMMENDATION FOR APPROVAL OF TITLE I SUMMER READING CAMP INSTRUCTORS

Recommend the approval of Title I Summer Reading Camp instructors at \$25 per hour, as follows (Lampeter Elementary School Summer Reading Camp and Hans Herr Elementary School Summer Reading Camp dates TBD):

- a. Emilie J. Blair
- b. Tina M. Carter
- c. Amie M. Fink
- d. Ashli A. Flury
- e. Dawn M. Gast
- f. Kara R. Grove
- g. Christi L. Henry
- h. Tara E. Horner
- i. Joan S. Johnson
- j. Kaitlyn L. Martin
- k. Jill L. McCarthy
- l. Barbara L. McComsey
- m. Lisa A. McNaul
- n. Michelle L. Pieters
- o. Jaclyn F. Potter
- p. Diane S. Rinier
- q. Susan L. Seace
- r. Amanda K. Spealman
- s. Benjamin T. Tuten

9. RECOMMENDATION FOR APPROVAL OF SUBSTITUTES

Recommend the approval of substitutes in their respective capacities, as follows:

Certified Substitute

Van Ingen, Elizabeth A. Grades PK-4 – Lancaster Bible College Student

Support Staff Substitute

Dippner, Jason T.
Garcia, Julie P.
Pontz, Jillian M.

10. RECOMMENDATION FOR APPROVAL OF SETTING OF “P” VALUE

Recommend the approval of setting the “P” value at 3% and “P+” at 3.5%, as posted.

11. RECOGNITION OF THE GRANTING OF TENURE

Recognize that tenure will be extended to the following individuals in compliance with the laws of the Commonwealth of Pennsylvania:

- a. Pamela S. Fliegel
- b. Corine J. Mendenhall
- c. Clarissa A. Perez-Kuchinski
- d. Jeffrey G. Pickel, Jr.
- e. Joshua O. Riehl
- f. Benjamin T. Tuten

BUSINESS AND FINANCE COMMITTEE

12. RECOMMENDATION FOR APPROVAL OF EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION CONTRACT

Recommend the approval of 2020-2021 extended school year (ESY) special education contract with New Story for four students at a daily expense of \$375 per student.

13. RECOMMENDATION FOR APPROVAL OF SUBSTITUTE TEACHER SERVICE AGREEMENT FOR A HOMEBOUND INSTRUCTOR

Recommend the approval of a two-year renewal agreement with Substitute Teacher Service for a homebound instructor from July 1, 2021, through June 30 2023, as posted.

14. RECOMMENDATION FOR APPROVAL OF SOFTWARE AGREEMENT WITH CENTRAL SUSQUEHANNA INTERMEDIATE UNIT (CSIU)

Recommend the approval of a renewal for financial software in the estimated annual amount of \$22,794 with CSIU, as posted.

15. DISCUSSION OF 2021-2022 PROPOSED FINAL BUDGET

Mr. Stoltzfus will lead a discussion of the 2021-2022 proposed final budget, as posted.

16. RECOMMENDATION FOR APPROVAL OF POST-EMPLOYMENT BENEFITS PLAN ACTUARIAL VALUATION

Recommend the approval of a post-employment benefits plan actuarial valuation with The Retirement Advantage, Inc. (formerly Markley Actuarial Services Inc.), for the purpose of providing an actuarial valuation of the District's post-employment benefits pursuant to requirements under GASB 75, as posted. Based upon the size of the School District, the cost of the valuation will be \$4,095. The valuation information is the basis for the accrued post-employment benefit noncurrent liability found in the District's Statement of Net Assets schedule in the annual financial statements. The valuation will cover fiscal years ending June 30, 2022, and June 30, 2023. Note: The previous valuation expense was \$4,095.

17. RECOMMENDATION FOR APPROVAL OF REAL ESTATE TAX COLLECTION SERVICES AGREEMENT WITH LANCASTER COUNTY TAX COLLECTION BUREAU

Recommend the approval of an agreement with the Lancaster County Tax Collection Bureau to provide real estate tax collection services for Lampeter-Strasburg School District at an estimated cost of \$15,000, as posted.

18. RECOMMENDATION FOR APPROVAL OF TAX COLLECTION BUREAU REPRESENTATIVE

Recommend the approval of Amanda M. Allison to serve as Board representative to the Lancaster County Tax Collection Bureau from June 28, 2021, through December 31, 2021.

19. RECOMMENDATION FOR APPROVAL OF LAMPETER-STRASBURG EDUCATIONAL FOUNDATION REPRESENTATIVE

Recommend the approval of Amanda M. Allison as Lampeter-Strasburg School District's representative to Lampeter-Strasburg Educational Foundation Board of Directors effective June 28, 2021.

20. RECOMMENDATION FOR APPROVAL OF LANCASTER-LEBANON PUBLIC SCHOOLS EMPLOYEES' HEALTH CARE COOPERATIVE ALTERNATE

Recommend the approval of Amanda M. Allison as Lampeter-Strasburg School District's alternate representative to Lancaster-Lebanon Public Schools Employees' Health Care Cooperative Board of Directors effective June 28, 2021.

21. RECOMMENDATION FOR APPROVAL OF LANCASTER-LEBANON PUBLIC SCHOOLS INSURANCE POOL ALTERNATE

Recommend the approval of Amanda M. Allison as Lampeter-Strasburg School District's alternate representative to the Lancaster-Lebanon Public Schools Insurance Pool Board of Directors for both the Workers' Compensation and Property Casualty Pools effective June 28, 2021.

22. RECOMMENDATION FOR APPROVAL OF LANCASTER-LEBANON JOINT AUTHORITY ALTERNATE

Recommend the approval of Amanda M. Allison as Lampeter-Strasburg School District's alternate representative to the Lancaster-Lebanon Joint Authority effective June 28, 2021.

ACADEMIC COMMITTEE

23. RECOMMENDATION FOR APPROVAL OF DUAL ENROLLMENT AND EARLY ENROLLMENT CONTRACTS

Recommend the approval of dual enrollment and early enrollment contracts, as posted and as follows:

1. Dual Enrollment: Millersville University
2. Early Enrollment: Thaddeus Stevens College of Technology

24. RECOMMENDATION FOR APPROVAL OF TEXTBOOK ADOPTION

Recommend the approval of *Into Math* by Houghton Mifflin Harcourt as the new math textbook for grades 6-8 for a six-year subscription, as posted.

25. RECOMMENDATION FOR APPROVAL OF PROFESSIONAL DEVELOPMENT SERVICES WITH LANCASTER-LEBANON IU13

Recommend the approval of a contract for 2021-2022 professional development services and instructional coaching with Lancaster-Lebanon IU13, as posted.

MISCELLANEOUS

26. RECOMMENDATION FOR APPROVAL OF RENEWAL OF POLICE MEMORANDUM OF UNDERSTANDING

Recommend the approval of renewal of Memorandum of Understanding (MOU) with West Lampeter Township Police Department, as posted.

27. RECOMMENDATION FOR APPROVAL OF 2021-2022 BOARD GOALS

Recommend the approval of 2021-2022 Board Goals, as posted.

28. RECOMMENDATION FOR APPROVAL TO APPOINT BOARD TREASURER

Recommend the approval of Mr. Keith A. Stoltzfus to serve as School Board Treasurer for a term of one year, effective on July 1, 2021, for the 2021-2022 school year.

29. RECOMMENDATION FOR APPROVAL TO APPOINT BOARD SECRETARY

Recommend the approval of Mrs. Mary E. Williams to serve as Board secretary for a four-year term beginning July 1, 2021, through June 30, 2025.

30. RECOMMENDATION FOR APPROVAL TO APPOINT ASSISTANT BOARD SECRETARY

Recommend the approval of Mr. Keith A. Stoltzfus to serve as Assistant Board secretary for a four-year term beginning July 1, 2021, through June 30, 2025.

31. ADJOURNMENT TO EXECUTIVE SESSION

The Board will adjourn to Executive Session to discuss a matter involving the evaluation of performance of a specific public officer or employee employed or appointed by the School District.

FOR BOARD INFORMATION

1. The Academic Committee will be meeting at 6:30 p.m. on Monday, May 10, 2021.
2. The Buildings and Grounds Committee will be meeting at 6:30 p.m. on Monday, May 17, 2021.
3. The Board Workshop Meeting will be held at 7:30 p.m. on Monday, May 17, 2021.
4. The Personnel Committee will meet at 6:30 p.m. on Monday, June 14, 2021.
5. The next meeting of the Board of School Directors will be held at 7:30 p.m. on Monday, June 14, 2021.
6. Lampeter-Strasburg High School 2021 senior recognitions will be communicated and posted on the District website.

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Virtual Meeting
April 6, 2021

President Melissa S. Herr called the meeting to order at 7:30 p.m. and opened the meeting with a moment of silence.

PRESENT: Board Members, Mr. Scott M. Arnst, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Scott J. Kimmel, Mr. Dustin D. Knarr, Mr. Matthew E. Parido, Mrs. Patricia M. Pontz; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Kathleen Boyce; Administrators, Mrs. Karen L. Staub, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Ms. Eva G. Strawser, Mr. Jamie P. Raum, Mrs. Alicia C. Kowitz, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; Athletic Director, Dr. Branden M. Lippy; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; Student Representative, Miss Liana Howe and Miss Ella Horst.

Absent: Board Members, Mr. David J. Beiler, Mrs. Audra R. Spahn.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Byrnes moved and Mrs. Pontz seconded the motion to approve the Minutes of the regularly scheduled meetings of March 1 and March 15, 2021.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes, Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

COMMUNICATIONS AND RECOGNITION

Mr. Raum recognized March Students of the Month from Martin Meylin Middle School.

Dr. Feeney recognized March Pioneer Superlatives and Students of the Month from Lampeter-Strasburg High School.

Dr. Peart shared a virtual presentation highlighting artwork from Martin Meylin Middle School.

Dr. Peart shared a video titled "A Day in Kindergarten: 2020-2021 Addition."

Dr. Peart shared the following communications:

1. Abate, Richard C. – a letter of resignation.
2. Kim, Jenna L. – a letter requesting a leave of absence.
3. Meck, Vanessa – a letter of resignation.
4. Miranda, Carol J. – a letter of resignation.
5. Oberholtzer, Holly A. – a letter requesting a leave of absence.
6. Reiff, Laura R. – a letter of resignation.
7. Walter, Emily J. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

Mr. Stoltzfus read the treasurer's report as attached to these Minutes.

Thereafter, Mr. Kimmel moved and Mr. Parido seconded the motion to accept the treasurer's report as submitted and to approve the payment of bills for the General Fund in the amount of \$4,474,667.89 (with the exception of check 115835), Cafeteria Fund checks in the amount of \$70,324.21, Athletic Fund checks in the amount of \$1,104.20, and Athletic Account Officials in the amount of \$2,742.55.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

Mr. Byrnes moved and Mr. Parido seconded the motion to approve General Fund check 115835.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido

Abstain: Mrs. Pontz

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

ACADEMIC COMMITTEE – Mrs. Patricia M. Pontz, Chairperson

Mrs. Pontz reported that the Committee met on March 8, 2021, and received an update on K-12 instructional planning and a report on plans for restructuring programs at the middle school. The Committee also received a report on student enrollment, professional development, and an overview of the Title 1 parent night that was presented virtually to parents.

BUILDINGS AND GROUNDS COMMITTEE – Mr. David J. Beiler, Chairperson

No report.

BOARD OF REVIEW COMMITTEE – Mrs. Melissa S. Herr, Chairperson

No report.

FINANCE COMMITTEE – Mr. Scott J. Kimmel, Chairperson

Mr. Kimmel reported that the Committee will meet on April 26, 2021, at 6:30 p.m.

PERSONNEL COMMITTEE – Mr. James H. Byrnes, Chairperson

Mr. Byrnes reported that the Committee met this evening and recommends all agenda items for approval. The Committee also received an update regarding positions and “P” values.

CURRICULAR ISSUES AND FEDERAL PROGRAMS – Dr. Andrew M. Godfrey, Representative

Dr. Godfrey reported that work is being done on end-of-year programming for parents and honoring students. Planning is also taking place for summer enrichment for students at Hans Herr Elementary and Lampeter Elementary Schools.

LANCASTER COUNTY CAREER AND TECHNOLOGY CENTER JOINT OPERATIONS COMMITTEE

Mr. Byrnes shared that the Committee met on Thursday, March 25, 2021, and discussed awards ceremonies planned for May 24 through 26, commencement planning, changes to the driver testing and licensing center, and a change in position role from assistant business manager to accountant. The Committee also discussed a request for property from Willow Valley.

LOCAL OCCUPATIONAL ADVISORY COUNCIL

Mrs. Pontz reported that the council had a great meeting with community members that provided input on how the program can guide students.

STUDENT REPRESENTATIVE – Miss Liana Howe, Miss Ella Horst

Miss Horst reported on happenings at Lampeter Elementary School including themed days to celebrate Read Across America week, St. Patrick’s Day events, and the service learning project where students wrote notes of encouragement to residents of local nursing homes. At Hans Herr Elementary School, students enjoyed a movie day sponsored by the PTO.

Miss Horst concluded her report sharing that students at Martin Meylin Middle School participated in spirit days, the success of eighth grader, Truman Horst, who placed top 100 in the state's math counts competition, and thanked the American Heart Association for their donation of two water bottle filling stations.

Miss Howe reported on events at Lampeter-Strasburg High School including the start of spring sports, participation in the semi-annual safety drill, and completion of the final career portfolio lesson. She also reported on the upcoming spring musical *Godspell* which will be viewed virtually and commended those who earned spots in the 2021 PMEA all-state chorus and several artists who earned scholastic art awards and Lancaster county young artist awards. Miss Howe remembered Ryan Smith who recently lost his battle with acute myeloid leukemia and thanked all who participated in wearing orange in remembrance of Ryan and those still battling leukemia. The LS Agriculture Department was recognized by the PA Association of Agriculture as 2021 stars of the PAAE and congratulated Mrs. McMichael and Mrs. Oberholtzer for receiving the award. Miss Howe concluded her report sharing on virtual professional development opportunities, the start of the final marking period, looking forward to spring sports and collaborative activities.

APPROVAL OF RESIGNATIONS

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve resignations from the following individuals:

- a. Richard C. Abate, learning support teacher, Lampeter-Strasburg High School, effective at the end of the 2020-2021 school year.
- b. Vanessa Meck, kitchen helper, Martin Meylin Middle School, effective at the end of the 2020-2021 school year.
- c. Carol J. Miranda, kitchen helper, Lampeter-Strasburg High School, effective at the end of the 2020-2021 school year.
- d. Laura R. Reiff, kitchen helper, Martin Meylin Middle School, effective at the end of the 2020-2021 school year.
- e. Emily J. Walter, kitchen helper, Martin Meylin Middle School, retroactively effective to April 1, 2021.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF EMPLOYMENT – ADMINISTRATION

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve the employment of Amanda M. Allison as an administrative employee assigned as assistant business manager. Her annual compensation will be \$78,000, based upon the District administrative compensation schedule, and will be assigned to the Administration Building, effective June 28, 2021.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF EMPLOYMENT – SUPPORT

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve employment of the following individuals in support or non-permanent positions:

- a. Aubrey C. Smith, SACC aide, Lampeter Elementary School. Ms. Smith will become a category D support employee and will be compensated at \$10.88 per hour effective April 7, 2021.
- b. Vickie L. Styer, kitchen helper, Lampeter-Strasburg High School. Ms. Styer will become a category D support employee and will be compensated at \$10.88 per hour retroactively effective to April 1, 2021.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF CHANGE OF STATUS

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve a change of employment status for the following employees:

- a. Carol J. Florig, assistant group supervisor, Hans Herr Elementary School. Ms. Florig will become a SACC group supervisor at Hans Herr Elementary School effective April 7, 2021. She will become a category C support employee and will remain compensated at \$15.34 per hour.
- b. Jennifer L. Risser, English language arts teacher, Martin Meylin Middle School. Ms. Risser will become the K-12 Instructional Technology Coach (50%) for Lampeter-Strasburg School District effective August 20, 2021. Her annual compensation will be \$39,884.50 based upon Step 13, Level M+15, of the District compensation agreement.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF LEAVES OF ABSENCE

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve leaves of absences for the following individuals:

- a. Jenna L. Kim, first grade teacher, Lampeter Elementary School, effective on or about August 20, 2021, through November 12, 2021.
- b. Holly A. Oberholtzer, agriculture teacher, Lampeter-Strasburg High School, effective on or about August 20, 2021, through November 12, 2021.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF SUPPLEMENTAL CONTRACT

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve a 2020-2021 supplemental contract to be awarded to Corine J. Mendenhall – Track – Assistant – 50% of 50% - \$1,422.63.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF SUBSTITUTES

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve 2020-2021 substitutes in their respective capacities, as follows:

Certified Substitute

Miller, Dana M. Grades PK-4, Special Education Pk-8 – Millersville Student

Emergency Certified Substitute

Murdock, Holly M. Instructional Aide

Support Staff Substitute

Miller, Dana M.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz

Abstain: None

Nays: None

Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF VOLUNTEERS

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve the following individuals as 2020-2021 volunteers:

Manion, John B.
Shelley, Stephen C.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz
Abstain: None
Nays: None
Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF LANCASTER-LEBANON IU13 2021-2022 GENERAL OPERATING BUDGET

Mr. Byrnes moved and Mr. Kimmel seconded the motion to approve the Lancaster-Lebanon IU13 2021-2022 General Operating Budget.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes, Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido
Abstain: Mrs. Pontz
Nays: None
Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Kimmel moved and Mr. Byrnes seconded the motion to approve a renewal sponsorship agreement with UPMC Pinnacle for stadium scoreboard signage, with date corrected to April 1, 2021, through April 1, 2022.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz
Abstain: None
Nays: None
Absent: Mr. Beiler, Mrs. Spahn

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Byrnes moved and Mr. Kimmel seconded the motion to approve a renewal sponsorship agreement with Lewis Insurance and Financial for tennis court signage.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz
Abstain: None
Nays: None
Absent: Mr. Beiler, Mrs. Spahn

DISCUSSION AND APPROVAL OF LANCASTER-LEBANON IU13 REPRESENTATIVE

Dr. Peart led a discussion of the need to appoint a member of the Board as Lampeter-Strasburg School District as representative to Lancaster-Lebanon IU13. Thereafter, Mr. Byrnes moved and Mr. Kimmel seconded the motion to approve Mrs. Herr as the representative to the Lancaster-Lebanon IU13 for a three-year term effective July 1, 2021, through June 30, 2024.

On roll call vote:

Ayes: Mr. Arnst, Mr. Byrnes, Mr. Kimmel, Mr. Knarr, Mr. Parido,
Abstain: Mrs. Herr, Mrs. Pontz
Nays: None
Absent: Mr. Beiler, Mrs. Spahn

NEW BUSINESS

Mrs. Herr reminded the Board of their invitation to view the Lampeter-Strasburg High School spring musical.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Mary E. Williams
Secretary

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Virtual Meeting
April 19, 2021

President Melissa S. Herr called the meeting to order at 7:30 p.m.

PRESENT: Board Members, Mr. David J. Beiler, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Scott J. Kimmel, Mr. Dustin D. Knarr, Mr. Matthew E. Parido, Mrs. Patricia M. Pontz, Mrs. Audra R. Spahn; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Director of Technology, Mr. William E. Griscom, Jr.; Administrative Assistant, Mrs. Mary E. Williams.

ABSENT: Board Member, Mr. Scott M. Arnst.

APPROVAL TO PROCEED WITH DESIGN WORK FOR CRITICAL CAPITAL PROJECTS

Mr. Beiler moved and Mrs. Spahn seconded the motion to proceed with design work for packaged critical capital projects.

On roll call vote:

Ayes: Mr. Beiler, Mr. Byrnes, Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz, Mrs. Spahn

Abstain: None

Nays: None

Absent: Mr. Arnst

APPROVAL OF 2021-2022 COACH

Mr. Byrnes moved and Mr. Parido seconded the motion to approve Sharon R. Mullin as Varsity Volleyball Coach for the 2021-2022 season.

On roll call vote:

Ayes: Mr. Beiler, Mr. Byrnes, Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz, Mrs. Spahn

Abstain: None

Nays: None

Absent: Mr. Arnst

DISCUSSION AND APPROVAL OF LANCASTER COUNTY ACADEMY 2021-2022 PRELIMINARY BUDGET

Mr. Stoltzfus led a discussion of the 2021-2022 Lancaster County Academy Budget. Thereafter, Mr. Kimmel moved and Mr. Parido seconded the motion to approve the 2021-2022 Lancaster County Academy Budget, as presented.

On roll call vote:

Ayes: Mr. Beiler, Mr. Byrnes, Mrs. Herr, Mr. Kimmel, Mr. Knarr, Mr. Parido, Mrs. Pontz, Mrs. Spahn

Abstain: None

Nays: None

Absent: Mr. Arnst

SHARING OF 2021-2022 BOARD GOALS – DRAFT

Dr. Peart shared a draft of the 2021-2022 Board Goals as discussed and developed at the Board Retreat.

DISCUSSION OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Dr. Peart led a discussion on the PSBA Principle for Governance and Leadership: Act Ethically.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:00 p.m. to discuss a matter involving the evaluation of performance of a specific public officer or employee employed or appointed by the School District.

MEETING RECONVENED AND ADJOURNED

The meeting reconvened and was properly adjourned at 9:03 p.m.

Mary E. Williams
Secretary

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537
May 3, 2021

Communications

1. Baker, Kirsten E. – a letter requesting an extension to a leave of absence.
2. Haldeman, Robert B. – a letter of resignation.
3. Martin, Melody J. – a letter of resignation.
4. Nguyen, Ariel F. – a letter of resignation.
5. Oyler, Lindsey S. – a letter of resignation.
6. Stutzman, James A. – a letter of resignation.

LAMPETER-STRASBURG SCHOOL DISTRICT

Monthly Board Balance Sheet Report

May 3, 2021

	Year-To-Date Balance
Assets	
Cash and Investments	16,439,338.73
Petty Cash	495.00
Interest Receivable	0.00
Taxes Receivable	329,740.07
Uncollectable Taxes	0.00
Interfund Accounts Receivable	609,229.02
Intergovernmental Accounts Receivable	0.00
State Subsidies Receivable	0.00
Federal Subsidies Receivable	9,847.71
Prepaid Expenses	0.00
Other Accounts Receivable	0.00
Inventories	59,459.63
Total Assets:	<u>17,448,110.16</u>
Liabilities	
Interfund Accounts Payable	0.00
Other Accounts Payable	-11,469.67
Accounts Payable - Scholarships	-203.36
Intergovernmental Accounts Payable	0.00
Accrued Salaries and Benefits	-2,858,225.99
Payroll Payables	-730,552.93
Deferred Revenue	-329,740.07
Prepaid Revenue	-104,548.17
Total Liabilities:	<u>-4,034,740.19</u>
Net Assets	
Assigned Fund Balance	-1,519,710.00
Fund Balance Reserved for Debt	-1,070,000.00
Reserve for Inventories	-59,459.63
Unassigned Fund Balance	-6,722,232.21
Reserve for Encumbrances	-59,005.46
Encumbered for Appropriated Expenses	-3,982,962.67
Total Net Assets:	<u>-13,413,369.97</u>
Total Liabilities and Net Assets:	<u><u>-17,448,110.16</u></u>

Lampeter-Strasburg School District
Financial Comparison Report
May 3, 2021

	<u>Revenue</u>	<u>Expenditures</u>	<u>Surplus/Loss</u>
Year 2020-21 Budget	53,514 =====	56,510 =====	(2,996) =====
Year-to-Date Actual (307 Days)	48,130	44,088	4,042
Prior Year-to-Date Actual (309 Days)	47,734	43,135	4,599
Year-to-Date Increase/(Decrease)	396	953	(557)
% Change - Current vs. Prior Y-T-D Over (under)	0.8%	2.2%	(12.1%)
Year-to-Date Actual as % of 2020-21 Budget	89.9%	78.0%	-----
Prior Year-to-Date Actual as % of 2019-20 Budget	87.8%	78.2%	-----

(\$ in Thousands)

LAMPETER-STRASBURG SCHOOL DISTRICT
INVESTMENTS - General Fund
As of April 27, 2021

Description	Est. % Yield	Date of Purchase	Date of Maturity	Amount	Income Year-to-Date	Investment Closed
BB&T Bank	0.05	n/a	n/a	1,870,951.10	3,279.80	
PSDMAX account	0.01	n/a	n/a	303,097.94	159.86	
BB&T Securities	0.01	n/a	n/a	627,440.96	78.88	
Univest	0.25	1/15/2020	n/a	2,009,655.90	3,760.71	
<u>PSDLAF Investments:</u>						
<u>BB&T Securities:</u>						
Federal Agric Mtg Corp	1.305	10/23/2020	7/22/2030	999,500.00	3,213.89	
Federal Farm Credit Bank Bond (2 purchases)	0.680	10/14/2020	7/14/2026	1,934,148.75	3,160.87	
Federal Farm Credit Bank Bond	0.623	10/22/2020	4/22/2026	998,750.00	3,000.00	
Federal Farm Credit Bank Bond	0.556	10/20/2020	9/29/2025	998,750.00	2,340.83	
Federal Farm Credit Bank Bond (2 purchases)	0.576	10/22/2020	1/22/2027	1,996,750.00	3,617.78	
FHLB Bond	0.183	6/15/2020	2/18/2021	302,409.00	375.37	x
FHLB Bond	0.750	9/30/2020	9/30/2026	1,330,000.00	4,987.50	
FHLMC Note	1.001	10/27/2020	10/27/2028	949,857.50	4,750.00	
FHLMC Note	0.540	10/28/2020	9/30/2025	939,060.00	2,050.24	
FHLMC Note	0.638	10/28/2020	4/15/2026	999,250.00	2,899.31	
FNMA Note	1.012	10/29/2020	1/29/2029	999,000.00		
Access Bank	0.364	5/19/2020	3/12/2021	28,278.60	83.48	x
Ally Bank	0.300	6/17/2020	5/3/2021	37,695.91		
American Express Bank	0.325	6/22/2020	5/3/2021	19,306.73		
Bank of Baroda	0.175	6/22/2020	6/22/2021	125,030.25		
Bank Hapoalim BM	0.313	6/19/2020	4/1/2021	172,322.17	419.69	x
Bank United	0.300	6/17/2020	6/3/2021	194,719.20		
BMO Harris Bank	0.325	6/22/2020	3/31/2021	29,217.69	73.58	x
BMW Bank	0.320	6/17/2020	4/19/2021	51,120.85	136.68	x
Bridgewater Bank	0.195	6/17/2020	12/21/2020	69,547.61	71.01	x
Capital One Bank	0.330	6/18/2020	4/27/2021	42,438.35	119.90	x
Capital One Bank	0.325	6/22/2020	4/8/2021	16,104.51	41.68	x
Capital One Bank	0.340	6/22/2020	5/24/2021	44,771.70		
Cathay Bank	0.375	5/19/2020	4/16/2021	47,308.73	161.52	x
Comenity Bank	0.305	6/19/2020	4/26/2021	40,440.80	104.53	x
Enerbank	0.373	6/17/2020	5/17/2021	27,610.86		
Fifth Third	0.301	6/18/2020	4/22/2021	38,271.32	97.44	x
Goldman Sachs	0.250	6/16/2020	3/24/2021	125,626.04	243.14	x
Howard Bank	1.102	4/7/2020	3/31/2021	244,877.50	2,631.57	x
JPMorgan Chase	0.807	5/19/2020	3/20/2021	15,030.27	23.24	x
JPMorgan Chase	0.400	6/18/2020	5/19/2021	49,999.99	84.39	x
Meadows Bank	2.144	6/26/2020	12/28/2020	3,960.00	43.04	x
Morgan Stanley	0.301	6/18/2020	5/31/2021	101,264.00		
Morgan Stanley	2.800	4/1/2021	2/28/2022	40,951.00		
Morgan Stanley	1.800	4/12/2021	11/8/2021	32,293.60		
Safra 0.25%	0.250	6/16/2020	2/26/2021	75,705.50	132.85	x
Sallie Mae Bank	0.413	5/19/2020	4/12/2021	45,942.19	169.87	x
Sallie Mae Bank	0.310	6/17/2020	4/5/2021	36,629.28	90.72	x
Sallie Mae Bank	0.300	6/19/2020	4/12/2021	66,134.74	161.07	x
State Bank of India	0.450	5/19/2020	5/14/2021	112,944.49		
State Bank of India	0.050	4/6/2021	1/5/2022	65,753.03		
Synchrony Bank	0.307	6/19/2020	5/6/2021	20,227.00		
Synchrony Bank	2.300	4/6/2021	10/18/2021	65,753.03		
Valley National Bank	0.397	5/19/2020	4/8/2021	34,256.36	120.93	x
Wells Fargo Bank	0.300	6/17/2020	3/22/2021	151,540.38	134.49	x
US Treasury Bill	1.545	10/11/2019	7/16/2020	722,383.54	7,591.54	x
US Treasury Bill	1.500	11/13/2019	8/13/2020	257,031.67	2,968.33	x
US Treasury Bill	1.463	1/7/2020	9/10/2020	791,971.33	8,028.67	x
US Treasury Bill	1.458	1/7/2020	10/8/2020	791,087.22	8,912.78	x
US Treasury Bill	0.130	6/30/2020	7/16/2020	459,975.08	24.92	x
Total					70,346.10	
Less: 2019-20 Accrued Interest					(6,191.42)	
Total 2020-21					64,154.68	

All U.S. Treasury/Agency Securities are callable before the date of maturity.

BOARD SUMMARY

Fund: 10 - General Fund Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEMEN/SECOND						
100 PERSONNEL SERV-SALARIES	13,417,230.00	13,417,230.00	0.00	9,000,292.87	4,416,937.13	67.08
200 PERSONNEL EMPL BENEFITS	9,326,950.00	9,326,950.00	0.00	4,265,789.95	5,061,160.05	45.74
300 PURCH PROF & TECH SERVICES	15,775.00	15,775.00	0.00	271,199.42	(255,424.42)	1719.17
400 PURCHASED PROPERTY SVC	119,050.00	119,050.00	574.00	67,015.99	51,460.01	56.77
500 OTHER PURCHASED SERVICE	537,815.00	537,815.00	0.00	828,841.17	(291,026.17)	154.11
600 SUPPLIES	277,622.00	277,622.00	11,097.71	210,000.75	56,523.54	79.64
700 PROPERTY	11,760.00	11,760.00	0.00	10,990.18	769.82	93.45
800 OTHER OBJECTS	175.00	175.00	0.00	100.00	75.00	57.14
Totals for 1100s	23,706,377.00	23,706,377.00	11,671.71	14,654,230.33	9,040,474.96	61.86
1200 SPEC PROG ELEMEN/SECOND						
100 PERSONNEL SERV-SALARIES	3,258,780.00	3,258,780.00	0.00	2,319,914.74	938,865.26	71.19
200 PERSONNEL EMPL BENEFITS	2,261,470.00	2,261,470.00	0.00	1,055,595.54	1,205,874.46	46.68
300 PURCH PROF & TECH SERVICES	2,492,390.00	2,492,390.00	0.00	1,435,168.13	1,057,221.87	57.58
400 PURCHASED PROPERTY SVC	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
500 OTHER PURCHASED SERVICE	362,000.00	362,000.00	0.00	630,192.57	(268,192.57)	174.09
600 SUPPLIES	5,315.00	5,315.00	259.38	13,805.66	(8,750.04)	264.63
800 OTHER OBJECTS	3,000.00	3,000.00	0.00	1,650.00	1,350.00	55.00
Totals for 1200s	8,384,955.00	8,384,955.00	259.38	5,456,326.64	2,928,368.98	65.08
1300 VOCATIONAL EDUCATION						
100 PERSONNEL SERV-SALARIES	134,180.00	134,180.00	0.00	94,183.80	39,996.20	70.19
200 PERSONNEL EMPL BENEFITS	93,060.00	93,060.00	0.00	40,382.66	52,677.34	43.39
400 PURCHASED PROPERTY SVC	59,525.00	59,525.00	0.00	67,247.19	(7,722.19)	112.97
500 OTHER PURCHASED SERVICE	576,375.00	576,375.00	0.00	574,966.55	1,408.45	99.76
600 SUPPLIES	6,375.00	6,375.00	451.15	5,110.28	813.57	87.24
700 PROPERTY	0.00	0.00	0.00	11,758.98	(11,758.98)	0.00
Totals for 1300s	869,515.00	869,515.00	451.15	793,649.46	75,414.39	91.33

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG						
100 PERSONNEL SERV-SALARIES	137,780.00	137,780.00	0.00	82,444.51	55,335.49	59.84
200 PERSONNEL EMPL BENEFITS	91,800.00	91,800.00	0.00	35,857.49	55,942.51	39.06
300 PURCH PROF & TECH SERVICES	41,280.00	41,280.00	0.00	74,418.93	(33,138.93)	180.28
500 OTHER PURCHASED SERVICE	78,100.00	78,100.00	0.00	14,497.40	63,602.60	18.56
600 SUPPLIES	1,600.00	1,600.00	0.00	29.75	1,570.25	1.86
Totals for 1400s	350,560.00	350,560.00	0.00	207,248.08	143,311.92	59.12
1500 NONPUBLIC SCHOOL PGMS						
300 PURCH PROF & TECH SERVICES	0.00	0.00	0.00	5,000.00	(5,000.00)	0.00
600 SUPPLIES	0.00	0.00	0.00	15,218.12	(15,218.12)	0.00
Totals for 1500s	0.00	0.00	0.00	20,218.12	(20,218.12)	0.00
2100 SUPPORT SERV-PUPIL PERS						
100 PERSONNEL SERV-SALARIES	1,356,790.00	1,356,790.00	0.00	941,305.81	415,484.19	69.38
200 PERSONNEL EMPL BENEFITS	941,240.00	941,240.00	0.00	470,243.39	470,996.61	49.96
300 PURCH PROF & TECH SERVICES	29,870.00	29,870.00	0.00	22,620.65	7,249.35	75.73
500 OTHER PURCHASED SERVICE	12,600.00	12,600.00	0.00	5,700.54	6,899.46	45.24
600 SUPPLIES	10,178.00	10,178.00	0.00	(5,865.25)	16,043.25	(57.63)
700 PROPERTY	0.00	0.00	0.00	330.51	(330.51)	0.00
800 OTHER OBJECTS	1,000.00	1,000.00	0.00	75.00	925.00	7.50
Totals for 2100s	2,351,678.00	2,351,678.00	0.00	1,434,410.65	917,267.35	61.00
2200 SUPPORT SERVICES-INSTRU						
100 PERSONNEL SERV-SALARIES	376,830.00	376,830.00	0.00	274,310.29	102,519.71	72.79
200 PERSONNEL EMPL BENEFITS	499,125.00	499,125.00	0.00	279,088.46	220,036.54	55.92
300 PURCH PROF & TECH SERVICES	53,025.00	53,025.00	0.00	21,532.20	31,492.80	40.61
500 OTHER PURCHASED SERVICE	2,300.00	2,300.00	0.00	0.00	2,300.00	0.00
600 SUPPLIES	31,018.00	31,018.00	1,981.49	29,662.07	(625.56)	102.02
700 PROPERTY	37,500.00	37,500.00	0.00	19,722.86	17,777.14	52.59
800 OTHER OBJECTS	1,200.00	1,200.00	0.00	1,225.00	(25.00)	102.08

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 2200s	1,000,998.00	1,000,998.00	1,981.49	625,540.88	373,475.63	62.69
2300 SUPPORT SERVICES-ADMIN						
100 PERSONNEL SERV-SALARIES	1,651,140.00	1,651,140.00	0.00	1,330,115.83	321,024.17	80.56
200 PERSONNEL EMPL BENEFITS	1,149,300.00	1,149,300.00	0.00	623,946.61	525,353.39	54.29
300 PURCH PROF & TECH SERVICES	252,710.00	252,710.00	500.00	115,161.06	137,048.94	45.77
500 OTHER PURCHASED SERVICE	41,034.00	41,034.00	0.00	3,074.94	37,959.06	7.49
600 SUPPLIES	23,935.00	23,935.00	164.88	9,187.87	14,582.25	39.08
800 OTHER OBJECTS	17,300.00	17,300.00	0.00	21,490.85	(4,190.85)	124.22
Totals for 2300s	3,135,419.00	3,135,419.00	664.88	2,102,977.16	1,031,776.96	67.09
2400 SUPP SVC-PUBLIC HEALTH						
100 PERSONNEL SERV-SALARIES	345,390.00	345,390.00	0.00	245,610.45	99,779.55	71.11
200 PERSONNEL EMPL BENEFITS	239,680.00	239,680.00	0.00	110,326.66	129,353.34	46.03
300 PURCH PROF & TECH SERVICES	6,380.00	6,380.00	0.00	1,100.00	5,280.00	17.24
500 OTHER PURCHASED SERVICE	150.00	150.00	0.00	0.00	150.00	0.00
600 SUPPLIES	15,500.00	15,500.00	1,569.40	9,753.42	4,177.18	73.05
Totals for 2400s	607,100.00	607,100.00	1,569.40	366,790.53	238,740.07	60.68
2500 SUPP SERVICES-BUSINESS						
100 PERSONNEL SERV-SALARIES	308,700.00	308,700.00	0.00	257,636.64	51,063.36	83.46
200 PERSONNEL EMPL BENEFITS	214,420.00	214,420.00	0.00	120,783.29	93,636.71	56.33
300 PURCH PROF & TECH SERVICES	42,000.00	42,000.00	0.00	41,037.28	962.72	97.71
400 PURCHASED PROPERTY SVC	5,000.00	5,000.00	0.00	(5,852.02)	10,852.02	(117.04)
500 OTHER PURCHASED SERVICE	4,600.00	4,600.00	0.00	205.00	4,395.00	4.46
600 SUPPLIES	5,470.00	5,470.00	0.00	1,462.10	4,007.90	26.73
700 PROPERTY	0.00	0.00	0.00	767.99	(767.99)	0.00
800 OTHER OBJECTS	900.00	900.00	0.00	193.75	706.25	21.53
Totals for 2500s	581,090.00	581,090.00	0.00	416,234.03	164,855.97	71.63
2600 OP/MAINT PLANT SVCS						
100 PERSONNEL SERV-SALARIES	1,437,000.00	1,437,000.00	0.00	1,077,061.58	359,938.42	74.95

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
200 PERSONNEL EMPL BENEFITS	964,550.00	964,550.00	0.00	471,588.51	492,961.49	48.89
300 PURCH PROF & TECH SERVICES	126,120.00	126,120.00	0.00	56,279.22	69,840.78	44.62
400 PURCHASED PROPERTY SVC	458,150.00	458,150.00	11,419.00	278,235.28	168,495.72	63.22
500 OTHER PURCHASED SERVICE	226,870.00	226,870.00	0.00	219,211.51	7,658.49	96.62
600 SUPPLIES	824,200.00	824,200.00	0.00	788,503.53	35,696.47	95.67
700 PROPERTY	20,122.00	20,122.00	0.00	51,620.20	(31,498.20)	256.54
800 OTHER OBJECTS	5,983.00	5,983.00	0.00	0.00	5,983.00	0.00
Totals for 2600s	4,062,995.00	4,062,995.00	11,419.00	2,942,499.83	1,109,076.17	72.70
2700 STUDENT TRANSPORTATION						
100 PERSONNEL SERV-SALARIES	247,250.00	247,250.00	0.00	176,261.84	70,988.16	71.29
200 PERSONNEL EMPL BENEFITS	171,640.00	171,640.00	0.00	70,530.60	101,109.40	41.09
300 PURCH PROF & TECH SERVICES	4,500.00	4,500.00	0.00	4,055.82	444.18	90.13
400 PURCHASED PROPERTY SVC	25,000.00	25,000.00	0.00	51,107.78	(26,107.78)	204.43
500 OTHER PURCHASED SERVICE	1,400,254.00	1,400,254.00	0.00	1,197,476.51	202,777.49	85.52
600 SUPPLIES	10,100.00	10,100.00	0.00	22,482.09	(12,382.09)	222.59
800 OTHER OBJECTS	110.00	110.00	0.00	0.00	110.00	0.00
Totals for 2700s	1,858,854.00	1,858,854.00	0.00	1,521,914.64	336,939.36	81.87
2800 SUPPORT SVCS-CENTRAL						
100 PERSONNEL SERV-SALARIES	503,280.00	503,280.00	0.00	385,885.84	117,394.16	76.67
200 PERSONNEL EMPL BENEFITS	349,910.00	349,910.00	0.00	206,188.86	143,721.14	58.93
300 PURCH PROF & TECH SERVICES	87,550.00	87,550.00	0.00	77,574.14	9,975.86	88.61
400 PURCHASED PROPERTY SVC	35,000.00	35,000.00	0.00	27,483.39	7,516.61	78.52
500 OTHER PURCHASED SERVICE	7,500.00	7,500.00	0.00	3,278.00	4,222.00	43.71
600 SUPPLIES	241,900.00	241,900.00	22,446.00	201,900.58	17,553.42	92.74
700 PROPERTY	324,000.00	324,000.00	0.00	304,311.30	19,688.70	93.92
800 OTHER OBJECTS	530.00	530.00	0.00	0.00	530.00	0.00
Totals for 2800s	1,549,670.00	1,549,670.00	22,446.00	1,206,622.11	320,601.89	79.31
2900 OTHER SUPPORT SERVICES						

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
500 OTHER PURCHASED SERVICE	27,400.00	27,400.00	0.00	26,301.83	1,098.17	95.99
Totals for 2900s	27,400.00	27,400.00	0.00	26,301.83	1,098.17	95.99
3200 STUDENT ACTIVITIES						
100 PERSONNEL SERV-SALARIES	580,580.00	580,580.00	0.00	454,156.45	126,423.55	78.22
200 PERSONNEL EMPL BENEFITS	372,700.00	372,700.00	0.00	157,915.27	214,784.73	42.37
300 PURCH PROF & TECH SERVICES	68,070.00	68,070.00	0.00	43,686.16	24,383.84	64.18
400 PURCHASED PROPERTY SVC	25,000.00	25,000.00	0.00	13,215.24	11,784.76	52.86
500 OTHER PURCHASED SERVICE	79,853.00	79,853.00	119.50	30,866.21	48,867.29	38.80
600 SUPPLIES	43,750.00	43,750.00	1,595.38	57,642.60	(15,487.98)	135.40
700 PROPERTY	31,543.00	31,543.00	339.98	14,758.21	16,444.81	47.87
800 OTHER OBJECTS	8,615.00	8,615.00	0.00	8,565.82	49.18	99.43
Totals for 3200s	1,210,111.00	1,210,111.00	2,054.86	780,805.96	427,250.18	64.69
3300 COMMUNITY SERVICES						
200 PERSONNEL EMPL BENEFITS	0.00	0.00	0.00	415.00	(415.00)	0.00
800 OTHER OBJECTS	6,000.00	6,000.00	0.00	6,000.00	0.00	100.00
Totals for 3300s	6,000.00	6,000.00	0.00	6,415.00	(415.00)	106.92
3400 SCHOLARSHIPS & AWARDS						
800 OTHER OBJECTS	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
Totals for 3400s	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
5100 OTHER EXPEND & FINANCE						
800 OTHER OBJECTS	262,400.00	262,400.00	0.00	204,995.92	57,404.08	78.12
900 OTHER USES OF FUNDS	5,773,000.00	5,773,000.00	0.00	6,843,000.00	(1,070,000.00)	118.53
Totals for 5100s	6,035,400.00	6,035,400.00	0.00	7,047,995.92	(1,012,595.92)	116.78
5800 SUSPENSE ACCOUNT						
200 PERSONNEL EMPL BENEFITS	0.00	0.00	5,101.95	4,320,272.11	(4,325,374.06)	0.00
600 SUPPLIES	0.00	0.00	1,385.64	157,313.46	(158,699.10)	0.00
Totals for 5800s	0.00	0.00	6,487.59	4,477,585.57	(4,484,073.16)	0.00
5900 BUDGETARY RESERVE						

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
800 OTHER OBJECTS	769,662.00	769,662.00	0.00	0.00	769,662.00	0.00
Totals for 5900s	769,662.00	769,662.00	0.00	0.00	769,662.00	0.00
Expenditure Totals	56,509,534.00	56,509,534.00	59,005.46	44,087,766.74	12,362,761.80	78.12
6100 TAXES LEVIED BY THE LEA						
000 000	(3,305,650.00)	(3,305,650.00)	0.00	(2,272,058.63)	(1,033,591.37)	68.73
100 PERSONNEL SERV-SALARIES	(35,137,208.00)	(35,137,208.00)	0.00	(35,828,493.08)	691,285.08	101.97
Totals for 6100s	(38,442,858.00)	(38,442,858.00)	0.00	(38,100,551.71)	(342,306.29)	99.11
6400 DELINQUENCIES TAXES LEV						
000 000	(352,500.00)	(352,500.00)	0.00	(382,440.09)	29,940.09	108.49
Totals for 6400s	(352,500.00)	(352,500.00)	0.00	(382,440.09)	29,940.09	108.49
6500 EARNINGS ON INVESTMENTS						
000 000	(100,000.00)	(100,000.00)	0.00	308,141.75	(408,141.75)	(308.14)
Totals for 6500s	(100,000.00)	(100,000.00)	0.00	308,141.75	(408,141.75)	(308.14)
6700 REV FROM STUDENT ACT						
000 000	(106,000.00)	(106,000.00)	0.00	(39,581.25)	(66,418.75)	37.34
Totals for 6700s	(106,000.00)	(106,000.00)	0.00	(39,581.25)	(66,418.75)	37.34
6800 REV FROM INTERMEDIATE						
000 000	(519,750.00)	(519,750.00)	0.00	(836,073.02)	316,323.02	160.86
Totals for 6800s	(519,750.00)	(519,750.00)	0.00	(836,073.02)	316,323.02	160.86
6900 OTHER REV FROM LOCAL						
000 000	(205,000.00)	(205,000.00)	0.00	(84,846.83)	(120,153.17)	41.39
Totals for 6900s	(205,000.00)	(205,000.00)	0.00	(84,846.83)	(120,153.17)	41.39
7100 BASIC INSTRUCT & OPER						
000 000	(5,455,520.00)	(5,455,520.00)	0.00	(3,549,533.85)	(1,905,986.15)	65.06
Totals for 7100s	(5,455,520.00)	(5,455,520.00)	0.00	(3,549,533.85)	(1,905,986.15)	65.06
7200 SUBSIDIES SPECIFIC ED PROGS						
000 000	(1,561,450.00)	(1,561,450.00)	0.00	(1,152,308.58)	(409,141.42)	73.80
Totals for 7200s	(1,561,450.00)	(1,561,450.00)	0.00	(1,152,308.58)	(409,141.42)	73.80

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7300 SUBSIDIES NON-ED PGMS						
000 000	(1,911,822.00)	(1,911,822.00)	0.00	(1,771,816.46)	(140,005.54)	92.68
Totals for 7300s	(1,911,822.00)	(1,911,822.00)	0.00	(1,771,816.46)	(140,005.54)	92.68
7500 EXTRA GRANTS						
000 000	(281,120.00)	(281,120.00)	0.00	(295,446.61)	14,326.61	105.10
Totals for 7500s	(281,120.00)	(281,120.00)	0.00	(295,446.61)	14,326.61	105.10
7800 STATE SHARE FICA/PSERS						
000 000	(4,099,260.00)	(4,099,260.00)	0.00	(1,503,939.43)	(2,595,320.57)	36.69
Totals for 7800s	(4,099,260.00)	(4,099,260.00)	0.00	(1,503,939.43)	(2,595,320.57)	36.69
8500 RESTRICT GRANTS-IN-AID						
000 000	(478,310.00)	(478,310.00)	0.00	(283,194.51)	(195,115.49)	59.21
Totals for 8500s	(478,310.00)	(478,310.00)	0.00	(283,194.51)	(195,115.49)	59.21
8700 FEDERAL STIMULUS						
000 000	0.00	0.00	0.00	(434,853.78)	434,853.78	0.00
Totals for 8700s	0.00	0.00	0.00	(434,853.78)	434,853.78	0.00
8800 MED ASSIST REIMBURSE						
000 000	0.00	0.00	0.00	(3,290.50)	3,290.50	0.00
Totals for 8800s	0.00	0.00	0.00	(3,290.50)	3,290.50	0.00
Revenue Totals	(53,513,590.00)	(53,513,590.00)	0.00	(48,129,734.87)	(5,383,855.13)	89.94
Fund 10 Totals						
Total Expenditure	49,704,472.00	49,704,472.00	52,517.87	32,562,185.25	17,089,768.88	65.62
Total Other Expenditure	6,805,062.00	6,805,062.00	6,487.59	11,525,581.49	(4,727,007.08)	169.46
Total Revenue	(53,513,590.00)	(53,513,590.00)	0.00	(48,129,734.87)	(5,383,855.13)	89.94
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: Encumbrances Included

As of: 05/04/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	49,704,472.00	49,704,472.00	52,517.87	32,562,185.25	17,089,768.88	65.62
Total Other Expenditure	6,805,062.00	6,805,062.00	6,487.59	11,525,581.49	(4,727,007.08)	169.46
Total Revenue	(53,513,590.00)	(53,513,590.00)	0.00	(48,129,734.87)	(5,383,855.13)	89.94
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115855	AT&T MOBILITY	district cell phone charges	hot spots - COVID grant	2,769.31
0000115856	DIRECT ENERGY BUSINESS	electric - campus	electric transp - Walnut Run	20,140.58
0000115857	PIONEER	packing clay		550.00
0000115858	AHOLD FINANCIAL SERVICES	HS home ec groceries		135.98
0000115859	ANGELO'S SOCCER CORNER	boys lacrosse supplies		550.00
0000115860	COMCAST CABLE	additional outlets - HS		39.65
0000115861	DIRECT ENERGY BUSINESS	ntl gas - fieldhouse	ntl gas - HH water heater	478.66
0000115862	EAGLE DISPOSAL OF PA, INC.	district trash removal - April		3,969.79
0000115863	FULTON BANK N.A.	computer lease fees		77.94
0000115864	G.R. MITCHELL INC.	maint supplies	credit - maint supplies	8.34
0000115865	HAJOCA CORPORATION	maint parts		655.65
0000115866	JOHNSTONE SUPPLY	maint parts		360.12
0000115867	KAMPUS KLOTHERS, INC.	baseball supplies		224.85
0000115868	LIFT INC.	lift repair		592.00
0000115869	NOLT'S AUTO PARTS INC	auto parts - stock		71.54
0000115870	OTC BRANDS, INC.	early childhood supplies		199.95
0000115871	PMEA	all state chorus registration		198.00
0000115872	PPL ELECTRIC UTILITIES	electric transp - SE		159.92
0000115873	QUADIENT, INC.	qtrly rental & service - postage meter		289.25
0000115874	SUBURBAN LANC. SEWER AUTHORITY	sewer usage - campus	sewer usage - admin bldg	2,983.34
0000115875	UGI UTILITIES INC.	ntl gas - admin bldg	ntl gas transp - fieldhouse	1,114.68
0000115876	VOCABULARY SPELLING CITY	GEER grant supplies		69.95
0000115877	AHOLD FINANCIAL SERVICES	HS meeting food	HS tax refund	7.34

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

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LAMPETER-STRASBURG SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115878	CITY OF LANCASTER PA	water usage - campus		1,690.24
0000115879	DIRECT ENERGY BUSINESS	electric - SE		473.43
0000115880	ENGLE PUBLISHING COMPANY	help wanted ad		113.80
0000115881	FRONTIER	district phone charges		1,407.60
0000115882	FULTON BANK N.A.	tech equip loan fees		18.86
0000115883	JW PEPPER & SON INC.	orchestra classroom books	MM vocal music supplies	358.50
0000115884	KNOWLEDGE MATTERS INC.	software - virtual business		1,295.00
0000115885	LANCASTER COUNTY INFORMATION	process RE interim taxes		35.00
0000115886	MENCHEY MUSIC SERVICE INC.	HS band music		52.40
0000115887	R.J. MCCARVILLE ASSOCIATES LTD	HS gym seating		1,050.00
0000115888	RHOADS ENERGY CORP	to be reimb - diesel fuel		8,280.00
0000115889	STRASBURG MASONRY SUPPLY INC	stone & dust - maint		76.55
0000115890	TRANE U.S. INC.	HVAC parts		653.38
0000115891	U.S. BANK EQUIPMENT FINANCE	HS copier lease	MM copier lease	2,853.63
0000115892	UGI UTILITIES INC.	ntl gas transp - HS water heater	ntl gas transp - MM water heater	8,783.83
0000115893	AHOLD FINANCIAL SERVICES	HS home ec groceries		55.52
0000115894	CAPITAL ELECTRIC	maint supplies		42.00
0000115895	DIRECT ENERGY BUSINESS	HS water heater	ntl gas - HH	5,787.45
0000115896	DIXIE LAND ENERGY	gas at WLT for vans		2,662.38
0000115897	GRIZZLY INDUSTRIAL	dust collection parts - wood tech		166.65
0000115898	HARPER COLLINS	to be reimb - LE author's visit		810.89
0000115899	INGRAM LIBRARY SRVICES INC.	to be reimb - LE author's visit	MM library books	266.14

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

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LAMPETER-STRASBURG SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115900	JOHNSON CONTROLS FIRE PROTECTION LP	alarm work	fire alarm monitoring	1,120.00
0000115901	KAUTZ ROOFING	to be reimb - HS gym roof repair		10,000.00
0000115902	LANCASTER GENERAL HEALTH	drug screening- employees & random		1,475.00
0000115903	PPL ELECTRIC UTILITIES	electric transp - campus	electric transp - W.R.	3,746.49
0000115904	R.I.C.H. INC.	HS art supplies - clay		500.00
0000115905	RHOADS ENERGY CORP	to be reimb - unleaded gas		11,922.46
0000115906	STEWART BUSINESS SYSTEMS, LLC	HH copier fee	LE copier fee	3,796.12
0000115907	STRASBURG BOROUGH AUTHORITY	water/sewer - SE		97.31
0000115908	STRASBURG MASONRY SUPPLY INC	sand for long jump		62.42
0000115909	AMERICAN BACKFLOW PRODUCTS COMPANY	maint parts		215.46
0000115910	APPEL, YOST & ZEE LLP	legal fees - spec ed		180.50
0000115911	AUSTILL'S EDUCATIONAL THERAPY SERVICES	rehab services		127.08
0000115912	BARLEY SNYDER LLP	legal fees - March		2,758.06
0000115913	BROWN TRANSMISSION & BEARING	belts - maint		43.93
0000115914	CLEAN IMAGE INC	floor sealer - custodial		4,086.40
0000115915	COMMONWEALTH OF PENNSYLVANIA	HS library books		84.85
0000115916	DAUPHIN ELECTRIC SUPPLY	lighting supplies		1,080.66
0000115917	E.M. HERR FARM & HOME SUPPLY	HH custodial supplies	HS custodial supplies	172.03
0000115918	EDWARDS BUSINESS SYSTEMS	print management services		182.14
0000115919	FOLLETT SCHOOL SOLUTIONS INC	HS library supplies		93.37
0000115920	G.R. MITCHELL INC.	HS wood tech supplies		104.89
0000115921	HABECKER, ROBERT S.	Ford F-350 towing		115.00

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

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LAMPETER-STRASBURG SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115922	HAJOCA CORPORATION	part for HS water heater	maint parts	579.55
0000115923	HERFF JONES LLC	diplomas - HS		79.74
0000115924	JONES HONDA-GMC-BUICK-ACURA	van 308 mirror		189.20
0000115925	KEENAN ASSOCIATES	express scripts - April		2,497.95
0000115926	LANCASTER COUNTY INFORMATION	process RE interim taxes		31.25
0000115927	LANCASTER TRUCK BODIES	Ford F350 hitch work		1,303.75
0000115928	M J EARL	MM custodial supplies		28.32
0000115929	NOLT'S AUTO PARTS INC	auto parts - stock		189.37
0000115930	OAK SHADE TREE SERVICE LLC	tree cutting		3,900.00
0000115931	ORTHOPEDIC ASSOCIATES OF LANCASTER, LTD.	athletic training services		443.94
0000115932	ROBERTS OXYGEN COMPANY INC	vo ag - annual renewal	acetylene - HS art	987.44
0000115933	SAWSTOP LLC	Saw Stop part		129.00
0000115934	SCHOLASTIC INC.	to be reimb - LE author's visit		305.49
0000115935	SCHUMACHER & SEILER, INC. L-1	COVID grant - water bottle filling stations		7,404.87
0000115936	SCIENCE FIRST	6th grade science supplies		82.00
0000115937	SEACAT MUSIC	HS band tenor sax repair		110.00
0000115938	THE MARKERBOARD PEOPLE	Title I supplies		219.00
0000115939	TX:TEAM REHAB INC.	physical therapy services - March		346.29
0000115940	US-RX CARE	pharmacy - mgmt program		2,457.00
0000115941	VERITIV OPERATING COMPANY	can liners - custodial		7,400.49
0000115942	WEAVER TURF POWER INC	new Ferris mower	sprayer parts	2,593.70
0000115943	WEINSTEIN SUPPLY CORPORATION	plumbing parts		1,283.74

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115944	WITMER MULCH	playground mulch		43.00
0000115945	CAPITAL ELECTRIC	electrical parts		313.67
0000115946	CAPP INC	HVAC parts	credit HVAC part	203.68
0000115947	CCIU	regular ed tuition - CHOR		2,246.40
0000115948	CLARION AREA SCHOOL DISTRICT	student at psych center		554.88
0000115949	CM REGENT LLC	LTD & Life insurance premium - May		2,564.00
0000115950	DOCUSIGN	software - signatures		690.00
0000115951	FRIENDS OF WEST LAMPETER TWP POLICE	annual donation		1,000.00
0000115952	H & F TIRE SERVICE	van 312 tires & alignment		379.41
0000115953	HERFF JONES LLC	diplomas - HS		713.46
0000115954	LA ACADEMIA:	charter school tuition		2,759.14
0000115955	LAFAYETTE FIRE COMPANY	annual donation		500.00
0000115956	LAMPETER FIRE COMPANY	annual donation		500.00
0000115957	LANCASTER PUBLIC LIBRARY	annual donation		500.00
0000115958	LANCASTER-LEBANON INT. UNIT 13	supplemental spec ed contract - April	speech, occup & physical therapy - Feb	75,034.02
0000115959	LSSD - CAFETERIA ACCOUNT	drinks for Board retreat	water	24.80
0000115960	MOTTA, TARA RABUFFO	AP Amer Gov & Bio refund - Ainsleigh		190.00
0000115961	MYERS, AMBER	charger reimb		20.00
0000115962	NEW STORY LLC	tuition		43,290.00
0000115963	NOLT'S AUTO PARTS INC	auto parts - stock		121.99
0000115964	OFFICE BASICS INC.	HS guidance - chair	HH teaching supplies	496.26
0000115965	PARADISE FIRE COMPANY	annual donation		250.00

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

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115966	PENNSYLVANIA COUNSELING SV INC	MM student assistance program	HS student assistance program	1,072.00
0000115967	PLATT, WILLIAM	AP Bio & Calc AB refund - Kati		190.00
0000115968	QUARRYVILLE AGWAY INC	marking limestone		199.60
0000115969	REFTON FIRE COMPANY	annual donation		500.00
0000115970	RIO GRANDE	HS art supplies		114.33
0000115971	RODRIGUEZ THANNIA E.	Title I - translations	ESL - translations	258.28
0000115972	RONKS FIRE COMPANY	annual donation		250.00
0000115973	SCHOOL SPECIALTY LLC	Title I supplies		216.44
0000115974	SCIENCE FIRST	shipping on 6th grade science supplies - PO 2100000523		14.95
0000115975	SENSENI DONALD M.	Title I translations - Vietnamese		73.44
0000115976	SHARP MARY ELLEN	AP Chem & Calc refund - Dominic		190.00
0000115977	SHULTZ TRANSPORTATION COMPANY	contracted bus service - April	Add: Fuel mileage	114,816.22
0000115978	STRASBURG FIRE COMPANY	annual donation		500.00
0000115979	STRASBURG PLAYGROUND ASSN.	annual donation		500.00
0000115980	STRASBURG-HEISLER LIBRARY	annual donation		1,000.00
0000115981	THE COPE COMPANY	solar salt - maint		802.20
0000115982	TRUSTMARK HEALTH BENEFITS, INC.	insurance mgmt fee - May		14,555.45
0000115983	U.S. POSTMASTER	postage stamps - HS	postage stamps - MM	605.00
0000115984	UNITED WAY OF LANCASTER COUNTY	DED: United Way - Full Payroll Pay Date: 4/16/2021	DED: United Way - Full Payroll Pay Date: 4/2/2021	275.50
0000115985	VELT PROPERTY LLC	WLT RE interim refund - overpaid		447.03
0000115986	WEAVER TURF POWER INC	Ferris mower parts		267.46
0000115987	WENDY STOLTZFUS - PETTY CASH	candy prizes	MM teaching supplies	96.79

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LAMPETER-STRASBURG SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000115988	WILLOW STREET FIRE COMPANY	annual donation		500.00
0000115989	WIND RIVER ENVIRONMENTAL LLC	clogged line work		260.04
0000115990	ZANER-BLOSER	Title I supplies - PO 2100000531		533.01
* 0000WF0426	WELLS FARGO BANK	2002 Debt Interest		2,173.26
* 000BBT0427	BB&T ITEM PROCESSING CENTER	Medical claims & fees - April		504,609.98
* 000TCF0408	TCF Capital Solutions	2019 Ford Van lease		545.89
* 000TCF0410	TCF Capital Solutions	2016 Ford van lease & 2020 Ford Transit Van lease		1,327.76
* 000TCF0419	TCF Capital Solutions	2019 Ford Van lease		545.89
* 000TCF0421	TCF Capital Solutions	F350 truck lease	Chevy van lease	1,196.40
* 000TCF0428	TCF Capital Solutions	2018 Ford van lease		865.70
* 00SACC0408	SACC	SACC tuition paid with Title I homeless set-aside		162.00
* 00SACC0420	SACC	SACC tuition paid with Title I homeless set-aside		45.00
* 00VOYA0416	VOYA - PSERS	Employee PSERS DC contributions - 4/16 Pay	Employer PSERS DC contributions -4/16 Pay	1,532.79
* 0LCCTC0501	LANCASTER COUNTY CTC	CTC tuition		82,961.10
* 0LSACT0413	LAMPETER-STRASBURG HIGH SCHOOL	transf STEM grant to HS STEM club		600.00
D000278520	ACHILLE JOHN	vision reimb		325.97 <i>D</i>
D000278521	ALLEN-GORDON CAROL	vision reimb		89.98 <i>D</i>
D000278522	BARD MAYA E	dental reimb		95.00 <i>D</i>
D000278523	BAYLOR TIMOTHY	dental reimb		155.00 <i>D</i>
D000278524	BERNHARDT TIMOTHY	dental reimb		1,441.00 <i>D</i>
D000278525	BLAIR, EMILIE J	tuition reimb		1,500.00 <i>D</i>

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount	
D000278526	BLOSE MATTHEW A	dental reimb		257.00	<i>D</i>
D000278527	BOONE LISA A	dental reimb		259.00	<i>D</i>
D000278528	BOURNELIS KONSTANTINE	dental reimb		115.00	<i>D</i>
D000278529	BOYCE KATHLEEN	dental reimb		100.00	<i>D</i>
D000278530	BRENEMAN KERRY M	dental reimb		415.00	<i>D</i>
D000278531	BROWN JEAN M	vision reimb		135.00	<i>D</i>
D000278532	BUCKIUS KIMBERLY	dental reimb		313.10	<i>D</i>
D000278533	BURKHOLDER MEGAN	vision reimb		500.00	<i>D</i>
D000278534	CAPOFERRI SARAH W	tuition reimb		1,590.00	<i>D</i>
D000278535	CAREATC INC	wellness center billing & health passports	health coach salary, expenses & supplies - Feb	15,089.76	<i>D</i>
D000278536	COWELL FAITH S.	vision reimb		499.99	<i>D</i>
D000278537	DEPEW ANGELA	dental reimb		210.00	<i>D</i>
D000278538	FEHRENBACHER LAURA	vision reimb	dental reimb	758.98	<i>D</i>
D000278539	FETTEROLF SUSAN F	dental reimb		166.00	<i>D</i>
D000278540	FINK AMIE M.	vision reimb		192.44	<i>D</i>
D000278541	FISHER BRIAN	dental reimb		388.43	<i>D</i>
D000278542	FOWLER TERESA J	dental reimb		104.00	<i>D</i>
D000278543	FRANKLIN KEVIN J.	dental reimb		825.00	<i>D</i>
D000278544	GARRETT BOBBI	tuition reimb		1,590.00	<i>D</i>
D000278545	GETCHIS MICHELLE	vision reimb		211.25	<i>D</i>
D000278546	GRAYBILL TAMMY	vision reimb		276.04	<i>D</i>
D000278547	GROVE KARA	dental reimb		160.00	<i>D</i>

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000278548	HEETER BRADLEY	dental reimb		1,000.00 <i>D</i>
D000278549	HEYSER HOLLY A	dental reimb		192.00 <i>D</i>
D000278550	HOGAN KIMBERLY L	vision reimb		223.00 <i>D</i>
D000278551	HOOVER ANDREW R.	dental reimb		125.00 <i>D</i>
D000278552	HOOVER MATTHEW	dental reimb		174.00 <i>D</i>
D000278553	HOUCK JEFFREY S	dental reimb		720.00 <i>D</i>
D000278554	JAMIESON AMY A	dental reimb		400.00 <i>D</i>
D000278555	JOHNSON JOAN	dental reimb		62.74 <i>D</i>
D000278556	KAUFFMAN LINDA	vision reimb		168.00 <i>D</i>
D000278557	KEENER, LYNDSEY M	dental reimb		88.52 <i>D</i>
D000278558	KERSHNER JANELLE N.	dental reimb		100.00 <i>D</i>
D000278559	KORTRIGHT, BRITTANY L	vision reimb		163.92 <i>D</i>
D000278560	KROTHER BENJAMIN	dental reimb	vision reimb	530.98 <i>D</i>
D000278561	MANNIX SUZANNE K.	dental reimb		98.00 <i>D</i>
D000278562	MASER KRISTIN W.	dental reimb	vision reimb	1,044.00 <i>D</i>
D000278563	MCCRABB JENNIFER LYNN	dental reimb		135.00 <i>D</i>
D000278564	MCGOUGH AMY	tuition reimb		1,590.00 <i>D</i>
D000278565	MINNEY, ANGELA J	vision reimb		49.99 <i>D</i>
D000278566	MORGAN DERRICK	dental reimb		470.00 <i>D</i>
D000278567	PESTCOE ABBY	dental reimb		83.60 <i>D</i>
D000278568	PLETCHER KERRI	dental reimb		104.00 <i>D</i>
D000278569	RICE BENJAMIN G.	dental reimb		125.00 <i>D</i>
D000278570	SAMBOL MICHELE	dental reimb		235.00 <i>D</i>

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000278571	SEIBEL LATECIA	vision reimb		425.60 <i>D</i>
D000278572	SIDOROV ABBEY E.	dental reimb		140.00 <i>D</i>
D000278573	SMOKER SARA	dental reimb		1,186.00 <i>D</i>
D000278574	ST JOHN JACQUELINE	dental reimb		310.00 <i>D</i>
D000278575	STAUFFER JODY	tuition reimb		950.00 <i>D</i>
D000278576	STAUFFER LAURI LOAR	dental reimb		174.00 <i>D</i>
D000278577	STS INC	homebound tutoring		1,713.15 <i>D</i>
D000278578	STUTZMAN JAMES A	vision reimb		37.00 <i>D</i>
D000278579	THE VISTA SCHOOL	ESY - 2 students	tuition	29,358.07 <i>D</i>
D000278580	TITTER ADAM	dental reimb		208.00 <i>D</i>
D000278581	TRACY PENNY	vision reimb		440.00 <i>D</i>
D000278582	VESTERMARK MARY	dental reimb		137.00 <i>D</i>
D000278583	WADE JENNIFER G	dental reimb		155.00 <i>D</i>
D000278584	WAGNER ALLISON	dental reimb		140.00 <i>D</i>
D000278585	WEISS H DUSTIN	dental reimb		192.00 <i>D</i>
D000278586	WHITE, TRACY L	dental reimb		196.00 <i>D</i>
D000278587	WIEAND MATTHEW	dental reimb		1,049.00 <i>D</i>
D000278588	WOLGEMUTH LEANNE	dental reimb		98.00 <i>D</i>
D000278589	YOUNG MARK	dental reimb	vision reimb	1,476.00 <i>D</i>
* FED0000416	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Full Payroll Pay Date: 4/16/2021	Purpose: ER FICA Full Payroll Pay Date: 4/16/2021	211,108.48
* FED0000430	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Full Payroll Pay Date: 4/30/2021	Purpose: ER FICA Full Payroll Pay Date: 4/30/2021	216,928.50
* HSA0000416	HEALTH EQUITY	DED: HSA Contr - Full Payroll Pay Date: 4/16/2021		11,019.80

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 04/08/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* HSA0000430	HEALTH EQUITY	DED: HSA Contr - Full Payroll Pay Date: 4/30/2021		11,064.24
* PAT0000416	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Full Payroll Pay Date: 4/16/2021		26,917.19
* PAT0000430	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Full Payroll Pay Date: 4/30/2021		27,580.83
* PENS000416	PENSERV PLAN SERVICES INC.	DED: 403B Opp - Full Payroll Pay Date: 4/16/2021	DED: ROTH AXA - Full Payroll Pay Date: 4/16/2021	14,097.40
* PENS000430	PENSERV PLAN SERVICES INC.	DED: 403B Opp - Full Payroll Pay Date: 4/30/2021	DED: ROTH AXA - Full Payroll Pay Date: 4/30/2021	14,095.56
* PSER000409	PUB SCH EMPLOYES RETIREMENT	Purpose: EE RETP Full Payroll Pay Date: 3/19/2021	Purpose: EE RETP Full Payroll Pay Date: 3/5/2021	138,658.78
* SCD0000416	PA SCDU	DED: Child Support - Full Payroll Pay Date: 4/16/2021		1,210.06
* SCD0000430	PA SCDU	DED: Child Support - Full Payroll Pay Date: 4/30/2021		1,210.06
10 - General Fund				1,762,225.98
Grand Total All Funds				1,762,225.98
Grand Total Credit Cards				0.00
Grand Total Direct Deposits				74,030.51
Grand Total Manual Checks				0.00
Grand Total Other Disbursement Non-negotiables				1,270,456.67
Grand Total Procurement Card Other Disbursement Non-negotiables				0.00
Grand Total Regular Checks				417,738.80
Grand Total All Payments				1,762,225.98

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - CAFETERIA ACCOUNT **Payment Dates:** 03/30/2021 - 04/27/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000007087	FEESERS INC.	HS Food	HH Food	19,065.94
0000007088	HERSHEY CREAMERY CO.	HS Ice Cream	MM Ice Cream	1,630.26
0000007089	K & D FACTORY SERVICE INC.	MM Steamer	HH Roll Thru	3,606.53
0000007090	MAGRAS, CARISSA	Magras Refund		24.30
0000007091	MORIBITO BAKING CO INC	HS Bread	MM Bread	815.69
0000007092	SAFEGUARD BUSINESS SYSTEMS	Deposit Slips		85.67
0000007093	SCHEID PRODUCE INC.	HS Produce	MM Produce	1,519.25
0000007094	SERENA A. KIRCHNER INC	HS Sparkling Ice		259.00
0000007095	SINGER EQUIPMENT COMPANY	Paper Supplies	Breakfast Bags	2,459.34
0000007096	SWISS DAIRY	HH Milk	HS Milk	5,125.41
0000007097	TURKEY HILL DAIRY INC.	HH TH drinks		120.60
0000007098	US FOODSERVICE	HH Food	HS Food	11,806.31
0000007099	ECOLAB INC.	HS Sanitizer	MM Sanitizer	336.08
0000007100	FEESERS INC.	HH Food		17,674.45
0000007101	K & D FACTORY SERVICE INC.	MM Dishwasher		176.22
0000007102	LAWSON LISA B.	Lawson SNAPA dues		55.50
0000007103	MORIBITO BAKING CO INC	MM Bread	LE Bread	825.55
0000007104	NARDONE BROS BAKING CO INC	MM Pizza	HH Pizza	651.44
0000007105	SCHEID PRODUCE INC.	HS Produce	MM Produce	1,238.55
0000007106	SERENA A. KIRCHNER INC	HS Sparkling Ice		239.50
0000007107	SINGER EQUIPMENT COMPANY	Paper supplies		3,461.72
0000007108	SWISS DAIRY	HH Milk	HS Milk	3,147.11
0000007109	TELE-PEST INC.	HS Pest Control	HH Pest control	196.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - CAFETERIA ACCOUNT **Payment Dates:** 03/30/2021 - 04/27/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000007110	US FOODSERVICE	HH Food	HS Food	7,558.83
51 - FOOD SERVICE/CAFETERIA				82,079.25
Grand Total All Funds				82,079.25
Grand Total Credit Cards				0.00
Grand Total Direct Deposits				0.00
Grand Total Manual Checks				0.00
Grand Total Other Disbursement Non-negotiables				0.00
Grand Total Procurement Card Other Disbursement Non-negotiables				0.00
Grand Total Regular Checks				82,079.25
Grand Total All Payments				82,079.25

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: AT - HS ATHLETIC ACCOUNT **Payment Dates:** 04/07/2021 - 05/03/2021

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

Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000006114	HEMPFIELD SCHOOL DISTRICT	L-L League JH Coaches Meet 5/13/21		210.00
0000006115	SUF Track & Field	Track entry fee 4/17/21		370.00
29 - Athletic Fund				580.00
Grand Total All Funds				580.00
Grand Total Credit Cards				0.00
Grand Total Direct Deposits				0.00
Grand Total Manual Checks				0.00
Grand Total Other Disbursement Non-negotiables				0.00
Grand Total Procurement Card Other Disbursement Non-negotiables				0.00
Grand Total Regular Checks				580.00
Grand Total All Payments				580.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: CR - CAPITAL RESERVE ACCT **Payment Dates:** 03/03/2021 - 05/04/2021

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

Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000004455	04/26/2021	AP2545300001		8	32-4500-450-000-00-000-000-008-0105		13,165.66
009343-CRABTREE ROHRBAUGH & ASSOCIATES INC.				Order ID O-1	Payment Date: 04/26/2021	Payment Amt:	13,165.66
32 - Capital Projects							13,165.66
Grand Total All Funds							13,165.66
Grand Total Credit Cards							0.00
Grand Total Direct Deposits							0.00
Grand Total Manual Checks							0.00
Grand Total Other Disbursement Non-negotiables							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							0.00
Grand Total Regular Checks							13,165.66
Grand Total All Payments							13,165.66

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

Date	Transaction Description	Debit	Credit	Balance
	Balance in ArbiterPay Account - March 30, 2021			11,479.40
	Upload Funds into ArbiterPay		0.00	
03/30/2021	Lampeter-Strasburg High School, 3/22/2021, Group 103374, Game 484227, 4:15 PM, Game Fee \$78.00, Buzz Dahlen	78.00		
03/30/2021	Lampeter-Strasburg High School, 3/29/2021, Group 107703, Game 969689, 4:15 PM, Game Fee \$170.00, Bryan Hubbard	170.00		
03/30/2021	Lampeter-Strasburg High School, 3/29/2021, Group 107703, Game 969689, 4:15 PM, Game Fee \$170.00, Dennis Daugherty	170.00		
03/31/2021	Lampeter-Strasburg High School, 3/29/2021, Group 102269, Game 517322, 4:15 PM, Game Fee \$88.00, Randy Rowland	88.00		
03/31/2021	Lampeter-Strasburg High School, 3/29/2021, Group 102269, Game 517322, 4:15 PM, Game Fee \$88.00, Ryan Bolinder	88.00		
03/31/2021	Lampeter-Strasburg High School, 3/30/2021, Group 105178, Game 1235199652, 4:00 PM, Game Fee \$94.00, Cory Showalte	94.00		
03/31/2021	Lampeter-Strasburg High School, 3/30/2021, Group 105178, Game 1235199652, 4:00 PM, Game Fee \$94.00, Tim Brenner	94.00		
03/31/2021	Lampeter-Strasburg High School, 3/30/2021, Group 105178, Game 1235199652, 4:00 PM, Game Fee \$94.00, Tim Crowther	94.00		
04/01/2021	Lampeter-Strasburg High School, 3/31/2021, Group 102269, Game 517111, 4:15 PM, Game Fee \$88.00, Chris Sauer	88.00		
04/01/2021	Lampeter-Strasburg High School, 3/31/2021, Group 102269, Game 517111, 4:15 PM, Game Fee \$88.00, Ryan Bolinder	88.00		
04/06/2021	Lampeter-Strasburg High School, 4/1/2021, Group 107703, Game 969524, 7:00 PM, Game Fee \$170.00, Jennifer Forney	170.00		
04/06/2021	Lampeter-Strasburg High School, 4/1/2021, Group 107703, Game 969524, 7:00 PM, Game Fee \$170.00, Vicki Zurbrick	170.00		
04/06/2021	Lampeter-Strasburg High School, 4/5/2021, Group 103374, Game 483086, 4:15 PM, Game Fee \$88.00, James "Buzz" Albert	88.00		
04/06/2021	Lampeter-Strasburg High School, 4/5/2021, Group 103374, Game 483086, 4:15 PM, Game Fee \$88.00, Jonathan Snyder	88.00		
04/06/2021	Lampeter-Strasburg High School, 4/5/2021, Group 103374, Game 483087, 4:15 PM, Game Fee \$78.00, Blaine Proper	78.00		
04/06/2021	Lampeter-Strasburg High School, 4/5/2021, Group 103374, Game 483087, 4:15 PM, Game Fee \$78.00, Richard Velez	78.00		
04/07/2021	Lampeter-Strasburg High School, 4/6/2021, Group 102269, Game 518167, 4:15 PM, Game Fee \$88.00, Greg Geist	88.00		
04/07/2021	Lampeter-Strasburg High School, 4/6/2021, Group 102269, Game 518167, 4:15 PM, Game Fee \$88.00, Ryan Bolinder	88.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 103374, Game 483088, 4:15 PM, Game Fee \$88.00, Brian London	88.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 103374, Game 483088, 4:15 PM, Game Fee \$88.00, William Reuter	88.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 103374, Game 483089, 4:15 PM, Game Fee \$78.00, Don Gilbert	78.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 103374, Game 483089, 4:15 PM, Game Fee \$78.00, John Clark	78.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 105178, Game 1235199655, 4:00 PM, Game Fee \$94.00, Dan Mentzer	94.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 105178, Game 1235199655, 4:00 PM, Game Fee \$94.00, Michael Tshudy	94.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 111370, Game 584614, 4:00 PM, Game Fee \$81.00, John Jabour	81.00		
04/08/2021	Lampeter-Strasburg High School, 4/7/2021, Group 111370, Game 584614, 4:00 PM, Game Fee \$81.00, John Waggoner	81.00		
04/08/2021	Lampeter-Strasburg High School, 4/1/2021, Group 107703, Game 969525, 5:30 PM, Game Fee \$170.00, Jennifer Forney	170.00		
04/08/2021	Lampeter-Strasburg High School, 4/1/2021, Group 107703, Game 969525, 5:30 PM, Game Fee \$170.00, Vicki Zurbrick	170.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 102269, Game 517113, 4:15 PM, Game Fee \$88.00, Ron LeFever	88.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 102269, Game 517113, 4:15 PM, Game Fee \$88.00, Stephen Hollich	88.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 102269, Game 517114, 4:15 PM, Game Fee \$78.00, Darrin Smith	78.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 102269, Game 517114, 4:15 PM, Game Fee \$78.00, Scott Eitner	78.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 107703, Game 969526, 4:15 PM, Game Fee \$170.00, Donna Terefenko	170.00		
04/13/2021	Lampeter-Strasburg High School, 4/9/2021, Group 107703, Game 969526, 4:15 PM, Game Fee \$170.00, George Fields	170.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 102269, Game 517115, 4:15 PM, Game Fee \$88.00, Ken Wright	88.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 102269, Game 517115, 4:15 PM, Game Fee \$88.00, Terry McGallicher	88.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 102269, Game 517116, 4:15 PM, Game Fee \$78.00, Ryan Bolinder	78.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 102269, Game 517116, 4:15 PM, Game Fee \$78.00, Stephen Hollich	78.00		

Date	Transaction Description	Debit	Credit	Balance
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 105178, Game 1235199654, 4:00 PM, Game Fee \$94.00, Don Johnson	94.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 105178, Game 1235199654, 4:00 PM, Game Fee \$94.00, Tim Crowther	94.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 111370, Game 584465, 4:00 PM, Game Fee \$93.00, John Jabour	93.00		
04/13/2021	Lampeter-Strasburg High School, 4/12/2021, Group 111370, Game 584465, 4:00 PM, Game Fee \$93.00, John Waggoner	93.00		
04/15/2021	Lampeter-Strasburg High School, 4/14/2021, Group 102269, Game 517117, 4:15 PM, Game Fee \$88.00, Randy Sheaffer	88.00		
04/15/2021	Lampeter-Strasburg High School, 4/14/2021, Group 107703, Game 969528, 7:00 PM, Game Fee \$170.00, Donna Terefenko	170.00		
04/15/2021	Lampeter-Strasburg High School, 4/14/2021, Group 107703, Game 969528, 7:00 PM, Game Fee \$170.00, Jan-Michael (Mike)	170.00		
04/16/2021	Lampeter-Strasburg High School, 4/15/2021, Group 111370, Game 584615, 4:00 PM, Game Fee \$81.00, Craig Ausel	81.00		
04/16/2021	Lampeter-Strasburg High School, 4/15/2021, Group 111370, Game 584615, 4:00 PM, Game Fee \$81.00, John Jabour	81.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 103374, Game 483090, 4:15 PM, Game Fee \$88.00, Timothy Paxson	88.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 103374, Game 483090, 4:15 PM, Game Fee \$88.00, Wes Rineer	88.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 103374, Game 483091, 4:15 PM, Game Fee \$78.00, Blaine Proper	78.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 103374, Game 483091, 4:15 PM, Game Fee \$78.00, Matt Crawford	78.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 105178, Game 1235199656, 4:00 PM, Game Fee \$94.00, Justin Myer	94.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 105178, Game 1235199656, 4:00 PM, Game Fee \$94.00, Michael Weiler	94.00		
04/19/2021	Lampeter-Strasburg High School, 4/16/2021, Group 105178, Game 1235199656, 4:00 PM, Game Fee \$94.00, Wayne Goodr	94.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 103374, Game 483092, 4:15 PM, Game Fee \$88.00, Jonathan Snyder	88.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 103374, Game 483093, 4:15 PM, Game Fee \$78.00, Buzz Dahlen	78.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 103374, Game 483093, 4:15 PM, Game Fee \$78.00, Robert (Bob) Galgo	78.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 107703, Game 969995, 4:15 PM, Game Fee \$170.00, William Lewis	170.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 111370, Game 584466, 4:00 PM, Game Fee \$93.00, John Jabour	93.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 111370, Game 584466, 4:00 PM, Game Fee \$93.00, John Waggoner	93.00		
04/20/2021	Lampeter-Strasburg High School, 4/19/2021, Group 107703, Game 969995, 4:15 PM, Game Fee \$170.00, Bryan Hubbard	170.00		
04/22/2021	Lampeter-Strasburg High School, 4/21/2021, Group 102269, Game 517119, 4:15 PM, Game Fee \$88.00, Margaret Sholl	88.00		
04/22/2021	Lampeter-Strasburg High School, 4/21/2021, Group 102269, Game 517119, 4:15 PM, Game Fee \$88.00, Ryan Bolinder	88.00		
04/26/2021	Lampeter-Strasburg High School, 4/22/2021, Group 105178, Game 1235198560, 4:30 PM, Game Fee \$94.00, Joe Gebhard	94.00		
04/26/2021	Lampeter-Strasburg High School, 4/22/2021, Group 105178, Game 1235198560, 4:30 PM, Game Fee \$94.00, Tim Crowther	94.00		
04/26/2021	Lampeter-Strasburg High School, 4/23/2021, Group 102269, Game 517121, 4:15 PM, Game Fee \$88.00, Larry Steward	88.00		
04/26/2021	Lampeter-Strasburg High School, 4/23/2021, Group 102269, Game 517121, 4:15 PM, Game Fee \$88.00, Mike Zercher	88.00		
04/26/2021	Lampeter-Strasburg High School, 4/23/2021, Group 107703, Game 969662, 4:15 PM, Game Fee \$170.00, Vicki Zurbrick	170.00		
04/26/2021	Lampeter-Strasburg High School, 4/23/2021, Group 107703, Game 969662, 4:15 PM, Game Fee \$94.00, Michelle Cavallaro	94.00		
04/26/2021	Lampeter-Strasburg High School, 4/23/2021, Group 107703, Game 969663, 5:30 PM, Game Fee \$76.00, Natasha Rhen	76.00		
04/27/2021	Lampeter-Strasburg High School, 4/26/2021, Group 103374, Game 483095, 4:15 PM, Game Fee \$78.00, Gary Peyre-Ferry	78.00		
04/27/2021	Lampeter-Strasburg High School, 4/26/2021, Group 103374, Game 483094, 7:00 PM, Game Fee \$88.00, Todd Zimmerman	88.00		
04/27/2021	Lampeter-Strasburg High School, 4/26/2021, Group 103374, Game 483094, 7:00 PM, Group 103374, Game 483095, 4:15 PM,	166.00		
	Total Payments to Officials - 3/30/2021 through 4/26/2021	7,486.00		
	Processing Fees	155.25		
	Total Paid from ArbiterPay Account	7,641.25		

Balance in ArbiterPay Account - April 27, 2021

3,838.15

LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building

Analysis of 12-year Salary Increases/**Proposed** Increases

Salary Category	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	12 year total	Average Annual Increase
Administration	2.00	3.51	0.00	2.25	2.25	2.50	3.00	2.75	2.75	2.75	3.30	3.20	3.00	30.26	2.52
Support Staff	2.00	3.00	0.00	2.25	2.25	2.50	3.00	2.75	2.75	2.75	3.30	3.20	3.00	29.75	2.48
Salary Exempt Staff	2.00	3.44	0.00	2.25	2.25	2.50	3.00	2.75	2.75	2.75	3.30	3.20	3.00	30.19	2.52
Teachers	4.00	3.90	1.90	2.25	0.00	2.25	2.95	2.75	2.75	2.75	3.30	3.20	3.00	32.00	2.67
Base Index (State)	4.10	2.90	1.40	1.70	1.70	2.10	1.90	2.40	2.50	2.40	2.30	2.60	3.00	28.00	2.33
L-S Adjusted Index	4.10	2.90	1.60	1.70	2.00	2.50	2.20	2.80	2.80	2.80	2.70	3.00	3.50	31.10	2.59
L-S Millage Increase	2.71	3.72	1.60	1.70	1.90	0.90	1.30	1.90	1.50	1.50	1.70	0.00		20.43	1.86

*3.51% was the average administrative increase for 2010-11. One *group* of administrators received a 2.00% increase, while the other *group* received a “bump” that varied in percentage depending on where they fell on the system that was in place. 3.0% was the average support staff increase for 2010-11, and 3.44% was the average salary exempt staff increase for 2010-11.

**1.90% was the average teacher increase after the memorandum of understanding (MOU) for 2011-2012. This percentage increase reduced the number of teacher workdays by four (4) days annually.

***When factoring the elimination of the per capita tax, the net L-S millage increase for 2013-2014 was 1.26%.

****Recommend the setting of **“P” at 3.0%** and **“P+” at 3.5%** (for those receiving an overall *Distinguished* evaluation) for all administrative, support and salary exempt staff. All referenced staff members will be evaluated utilizing our approved evaluation tools. This follows the recommendation of the recent market analysis study (PSBA) that was completed and started implementation during the 2019-2020 school year.

SUBSTITUTE TEACHER SERVICE
2901 DUTTON MILL ROAD, SUITE 200
ASTON, PA 19014

AGREEMENT

This Agreement is made this 1st day of July, 2021 by and between SUBSTITUTE TEACHER SERVICE (hereafter "STS"), a duly registered Pennsylvania corporation with a place of business at 2901 Dutton Mill Road, Suite 200, Aston, Pennsylvania, and the LAMPETER_STRASBURG SCHOOL DISTRICT (hereafter the "District"), a school district organized pursuant to the laws of the Commonwealth of Pennsylvania and having its administrative office at 1600 Book Road, Lampeter, PA 17537.

WHEREAS, at various times the District requires the services of temporary employees to serve as substitute teachers in various schools in the District;

WHEREAS, STS is in the business of supplying temporary employees including, but not limited to, substitute teachers to schools; and

WHEREAS, STS and the District wish to enter into an agreement under which STS will supply substitute teachers to the District.

NOW, THEREFORE, for good and valuable consideration and with the intention of being legally bound, the parties to this Agreement hereby agree as follows:

1. STS will provide the District with substitute teachers to fill absences among the District's regular faculty. To lessen the administrative impact on the District of such absences, STS will provide the substitute teachers from a pool of individuals who are certified as teachers by the Commonwealth of Pennsylvania and who additionally maintain any and all other certifications required by the Commonwealth for teachers. STS will be responsible for: 1) interviewing all candidates for this pool and ensuring that they have the requisite qualifications including Act 24, Act 34, Act 114 and Act 151, 2) verification of PA teaching certifications; 3) providing Act 126 mandated training, 4) compliance of PA Act 168 for all new hires, and 5) maintaining all records (including payroll) for the substitute teachers in the pool.

2. It is hereby understood and agreed that STS is acting in the capacity of an independent contractor of District in performing the services under this Agreement, and STS is not an agent, servant, partner, joint venturer, shareholder, or employee of District. Subject to any reasonable rules and regulations established by District with regard to the performance of those services, STS shall be free to exercise STS's discretion and judgment as to the manner in which STS performs the services hereunder.

3. Each party hereto shall advise its employees that they are not the employees of the other party hereto, and are not entitled to such employment, unless and until such employees are hired by the Board of Directors of the other party hereto and they are notified in writing to that effect. In no event shall STS and District be deemed "joint employers." Each of the parties hereto is solely responsible to hire, assign, promote, discipline, and terminate its own employees.

4. STS agrees that its employees assigned to District shall follow District's policies pertaining to:

- a. Student confidentiality;
- b. Student welfare;
- c. Use of electronic devices;
- d. Unlawful harassment of students and employees;
- e. Civility;
- f. Attire and appearance;
- g. Drugs and alcohol;
- h. Weapons; and
- i. Health and safety in the workplace.

District agrees to provide all applicable policies to STS employees assigned to District.

5. As the employer of the substitute teachers in the pool, STS will maintain all requisite payroll services, FICA insurance, unemployment compensation insurance and workers' compensation insurance.

6. Insurance.

a. Unless waived in writing by District, STS shall purchase from and maintain with a reputable company or companies lawfully licensed and authorized to do business in the Commonwealth of Pennsylvania, upon such terms and conditions as are satisfactory to District, in its sole discretion, the following policies of insurance:

i. Comprehensive commercial liability insurance insuring against claims for damages resulting from bodily injury, sickness or disease of any person and claims for damages or injury to or destruction of property, abuse, molestation and all other claims customarily covered under a comprehensive policy, with limits not less than One Million Dollars (\$1,000,000.00) per occurrence and subject to an aggregate limit of Three Million Dollars (\$3,000,000.00) per annum;

ii. Workers' compensation insurance in such amounts and upon such terms as may be required under any workers' compensation, disability benefit or other similar employee benefit Laws; and

iii. Insurance against claims of any Indemnitee pursuant to the indemnification provisions of this Agreement, subject to a limit satisfactory to District.

b. The insurance required by Subsection a. above shall include District as an additional insured and shall be in a form and with companies satisfactory to District. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Services until the date of final payment of the Fee. Certificates of insurance, evidencing the insurance required herein, shall be filed with District prior to commencement of the Services, and as otherwise requested by District (together with a certified copy of the policy, if so requested). The certificates of insurance provided to District hereunder shall provide that coverage afforded under the applicable policies will not be cancelled, modified, or allowed to expire until at least thirty (30) days' prior written notice has been given to District.

7. Indemnification of STS. To the fullest extent permitted by applicable Laws, STS shall and hereby agrees, for itself and its successors and assigns, to indemnify, hold harmless, and, if so requested, defend District and its employees, officers, directors, agents, representatives, and their respective heirs, executors, administrators, personal representatives, successors, and assigns (collectively, the "Indemnitees") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes of action, costs, and expenses (including reasonable attorneys' fees) arising out of or related to: (i) the Services set forth in this Agreement, (ii) the actions or inactions of STS and/or its employees, contractors, and agents, and (iii) the breach by STS of any agreement, covenant, representation, or warranty in this Agreement, regardless of whether any of the foregoing is caused in part by any of the Indemnitees, including, but not limited to, any responsibility for pay or play penalties or shared responsibility payments pursuant to the Affordable Care Act, the imposition of any monetary payments due and owing to PSERS,) any finding pursuant to the Internal Revenue Code or PSERS that the STS employees assigned to District pursuant to this Agreement are deemed employees of District.

8. Without waiving any of the protections of the Pennsylvania Political Subdivision Tort Claims act and other applicable law, the District shall and hereby agrees, for itself and its successors and assigns, to indemnify, hold harmless, and if so requested, defend STS and its employees, officers, directors, agents, representatives, and their respective heirs, executors, administrators, personal representatives, successors, and assigns (collectively "STS Indemnitees") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes of action, costs, and expenses (including reasonable attorneys' fees) arising solely out of: (i) the District's failure to

comply with any applicable law or regulation, (ii) the District's breach of this Agreement, (iii) the District's failure to take action when the failure constitutes the breach of a legal duty, and (iv) any investigation, legal proceeding, administrative action, or other action relating to or alleging any of the matters referred to in items (i) through (iii) set forth in this section.

9. STS is responsible to hire, supervise, and assign its employees to carry out the duties STS is contracted to perform on behalf of the District under the terms and conditions of the Agreement; provided that STS shall not assign an employee to a location over the objection of the District, unless STS determines that the basis of the District's objections are illegal, contrary to law, or otherwise impossible for being efficiently or practically implemented by STS. Further, STS agrees that the District reserves the right to reject any substitute teacher provided to cover an absence if the substitute teacher does not adequately perform the duties required of the teacher who is absent or if it is not in the best interest of the District to have that particular substitute teacher working in a school in the District.

10. STS agrees that the substitute teachers who will be provided to the District pursuant to this Agreement shall neither accrue seniority in the District nor length of service credit for the purpose of tenure under the Public School Code of 1949, as amended, for all periods that they are employees of STS and are not on the District's payroll. The substitute teachers further shall not obtain the status of a participant in any pension program including, but not limited to, the Public School Employees Retirement Fund.

11. The District agrees that STS shall be the primary provider of per diem substitute teachers for the term of this Agreement. The District accordingly agrees that for the term of this Agreement, the District may not and shall not obtain or use any per diem substitute teachers except for those provided by STS. District has the right to contract per-diem substitutes in the event STS fails to provide adequate coverage for the District.

12. The District agrees that STS's provision of substitute teachers to the District pursuant to this contract is limited only to the terms and the substitute teacher situation shown in Appendix A. A half day is the minimum amount due unless the substitute teacher is rejected by the District.

13. Terms of Payment. STS shall invoice the District twice a month for assignments accepted in the AAMS as set forth in paragraph 13 above. Payment shall be wired to STS within five (5) business days following invoice delivery. If payment is not received by the tenth (10th) business day after invoice delivery, a 1% late fee will be assessed on all outstanding invoices and service will be interrupted. Payments shall include remittance advice to assure proper posting of payments.

14. The amount to be paid for each substitute pursuant to this Agreement includes STS's cost of state-mandated employer taxes, unemployment taxes and workers' compensation

insurance. Should the aforementioned taxes, unemployment compensation, workers' compensation or other insurance costs increase, and STS accordingly increases the amount due under this Agreement, the District has the option of terminating this Agreement by providing thirty (30) days written notice to STS within fourteen (14) days after the increase.

15. Force Majeure. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire and explosion.

For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

16. Assignment and Subcontracting. This Agreement shall be binding upon the parties hereto and their respective successors and assigns. STS shall not assign, in whole or in part, this Agreement or its rights, duties, obligations, or responsibilities hereunder without prior written consent of District, which consent may be withheld at the sole discretion of District. STS shall not subcontract with any person or entity to perform all or any part of the work to be performed under this Agreement without the prior written consent of District, which consent may be withheld at the sole discretion of District.

17. Termination for No Cause. District and STS shall each have the right to terminate this Agreement, for any or no reason, at any time, upon no less than ninety (90) days' prior written notice thereof to the other party. Upon the delivery of written notice of termination by either party, STS shall promptly cease performance of the Services hereunder except for those Services reasonably required to transition responsibility for said Services over to District, and shall provide an accounting thereof through the termination date.

18. Any notice (which does not include invoices) required to be given pursuant to this Agreement shall be in writing and shall be sent by registered or certified mail, return receipt requested, or by an overnight delivery service, to the appropriate party at the following addresses or any different address if written notice of such a change has been delivered to the other party:

STS:	SUBSTITUTE TEACHER SERVICE
	Jay G. Godwin, President
	2901 Dutton Mill Road, Suite 200
	Aston, PA 19014

District: LAMPETER-STRASBURG SCHOOL DISTRICT
Keith Stoltzfus, Business Manager
1600 Book Road
Lancaster, PA 17602

19. The execution of this Agreement shall revoke and render null and void any prior agreements entered into between the parties for the provision of substitute teachers and additionally render null and void any provisions of any prior agreements, written or oral, between the parties inconsistent with this Agreement.

20. This Agreement shall be governed and interpreted by the laws of the Commonwealth of Pennsylvania.

21. This Agreement constitutes the entire agreement between the parties and shall not be modified by any oral or written representations, documents or agreements express or implied. Only a writing executed jointly by the parties to this Agreement may modify this Agreement.

22. If any provision of this Agreement is held to be invalid, this shall not affect any other provisions, which shall continue in full force and effect.

23. This Agreement may not be assigned.

24. This Agreement is effective from July 1, 2021 through June 30, 2023. This Agreement shall be binding upon the parties hereto, their personal representatives, heirs, assigns and successors.

25. By executing this Agreement, each party acknowledges receipt of a duly executed copy.

26. Counterparts/Electronic Signatures. The Agreement may be executed in counterparts, each of which shall be deemed an original but one and the same document. Signatures transmitted by electronic means, including facsimile and email with pdf attachment, shall have the same legal effect as original signatures.

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IN WITNESS WHEREOF, the parties hereto, with the intention of being legally bound, have set their hand and seal on the day and date first set forth above.

Witness

By: _____
SUBSTITUTE TEACHER SERVICE, INC.

Date: _____

Witness

By: _____
LAMPETER-STRASBURG SCHOOL DISTRICT

Date: _____

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SUBSTITUTE TEACHER SERVICE
2901 DUTTON MILL ROAD, SUITE 200
ASTON, PA 19014

LAMPETER-STRASBURG SCHOOL DISTRICT

APPENDIX A

As referenced in paragraph 12 of this Agreement, STS and the District have agreed upon the following rate structure for the term of this Agreement as outlined in paragraph 24.

All rates are per diem unless otherwise indicated.

Service Provided	Type	STS Pay Rate	District Bill Rate	Markup
Homebound Instructor	Hourly	\$36.00	\$48.60	35%

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CSIU In-house to eService Special "RAMP UP" Proposal – Lampeter-Strasburg School District

Applications being moved from in-house to eService: **Fund Accounting, Payroll, Personnel, Staff Portal, Census, Tax Collection**

Service	Rates	2019-20 Full Year Cost	2020-21 Full Year Cost	2021-22 Full Year Cost	2022-23 Full Year Cost	2023-24 Full Year Cost	2024-25 Full Year Cost	2025-26 Full Year Estimate
Annual hosted subscription Student Count: 3094 2019-20 estimated In-house enhancement fee used in the calculation of the "ramp up" factor: \$14,700	Based on 19-20 rates for applications listed above	\$17,398	\$20,096	\$22,794	\$25,492	\$28,190	\$30,888	\$33,586 est*
Training and Support								
Annual combined support allowance by class of application – as defined by Exhibit 1	No charge	40 hrs	40 hrs	40 hrs	40 hrs	40 hrs	40 hrs	40 hrs
Annual combined support allowance – 1 hr miscellaneous per application (?) – as defined by Exhibit 1	No charge	5 hrs	5 hrs	5 hrs	5 hrs	5 hrs	5 hrs	5 hrs
Training - Group Webinars - Group Classroom @ CSIU - Group Classroom @ regional site - Individual phone - On-site	Included Included Included Included Currently \$97/hr	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed	No charge No charge No charge As needed As needed
Hours above allowance	Currently \$97/hr	TBD	TBD	TBD	TBD	TBD	TBD	TBD

With approval of this special arrangement, clients will be ramped up to the full annual eService rates for their current In-house Financial and/or Tax applications over seven years. A "ramp up" factor is calculated based upon the difference between the estimated 19-20 full cost of eService, less the "then-current" 19-20 Annual Enhancement Fees for their current In-house Financial and/or Tax applications. This difference is divided by seven, in order to come up with the "ramp up" factor. This factor will be added each year to the previous year's price. In year seven (25-26), the full annual cost of eService will then be calculated on the most recently published student count and the "then-current" 25-26 eService rates.

Example: If the 19-20 Annual Enhancement fee for your current In-house financial/tax applications is \$10,000 and the full annual cost of eService for those same applications is \$17,000; the difference would be \$7,000; this would be divided by 7 to equal a \$1000 "ramp up" factor. The breakdown of the cost over seven years would then be:

Current Annual Enhancement Fee	Ramp up factor	First Year Cost	Second Year Cost	Third Year Cost	Fourth Year Cost	Fifth Year Cost	Sixth Year Cost	Seventh Year Estimate
\$10,000	\$1,000	\$11,000	\$12,000	\$13,000	\$14,000	\$15,000	\$16,000	\$17,000

Additional information or special rules during ramp up period that would supersede Exhibit 1 of your eService contract

- This proposal only includes expenses related specifically to the proposed special financial/tax "ramp-up".
- Special "ramp-up" pricing only applies to the core In-house Financial and/or Tax applications listed at the top. As such, it does not apply to or include any costs for any 3rd party interfaces, Web Portals, SIF Agents or services, eProcurement, additional access logins, data transfers for tax applications, etc. that a client currently uses or would want to use once they transition over.
- This proposal does not include any pricing or information regarding the CSIU SIS.
- Currently purchased eService applications do not qualify for this special arrangement.
- The applications that qualify under this special arrangement will be migrated to the CSIU servers for free, under the following conditions:
 - It takes less than three hours
 - CSIU has adequate access to, as well as help and cooperation from the district in preparation, retrieving and/or transferring the database and any associated needs (i.e. testing printers, etc.)
 - Any time over three hours may be billed, at the CSIU's discretion, at the "then-current" hourly support rate
- For Tax Billing, Tax Collection and/or Family Census applications transitioned to eService, the counts from year one are used during the "ramp-up" period, with actual counts being used in year seven.
- For Tax Billing mailers; the ramp-up costs do NOT include postage. Postage is billed annually at the actual cost.
- Any free initial onsite training visits, as outlined in Exhibit 1, are forfeited
- The purchase of any additional application during the "ramp-up" period will be treated under the "then-current" Exhibit 1 rules
- In year seven, the "then-current" Exhibit 1 rules will be in effect (absent of anything forfeit above).
- This proposal is Effective July 1, 2019 thru June 30, 2020 and is our best estimate based upon our current assumptions and figures available at this time...i.e. your 2018-19 student enrollment and the 2019-20 annual enhancement fees for the current financial applications you own. Your 2019-20 final pricing figures will be based upon your selected 2019-20 financial applications, your audited 2018-19 student count and the actual 2019-20 annual enhancement fees.
- Please contact CSIU if you would like separate pricing or information regarding any products or services not covered by this proposal.
- LEA agrees to reimburse CSIU for any reduction in fees, if the LEA terminates services during this ramp-up period. The LEA would be responsible for reimbursement of the full "then-current" fees for each year of service during the ramp-up period. This fee would be due within 60 days of termination.

* Starting in year seven (25-26 fiscal year) the price will be adjusted annually, based on the most recently published enrollment counts and "then-current" subscription rate.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT

Print Name: John Wargo

Signature: _____

Date: _____ Title: Manager of Computer Services

LAMPETER-STRASBURG SCHOOL DISTRICT

Print Name: Keith Stoltzfus

Signature: Keith Stoltzfus

Date: 4/25/19 Title: Business Manager

Exhibit 1.a
Central Susquehanna Intermediate Unit
Computer Service Rates 2021-2022 – Financials/Tax only
School entity only (not applicable to IU, AVTS/technical institute or government agency)

CHECK ✓ SERVICES	APPLICATION	BILLING BASIS PER UNIT	ANNUAL RATE	ANNUAL MINIMUM	CLASS	ACCESS VALUE
<input type="checkbox"/>	Bidding	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$70 1.10 .56 0.00 .28	\$1,575	C	4
<input type="checkbox"/>	Fund Accounting (includes GL, AP, AR, POs and Budget Prep)	Flat fee, plus per student on file First 1,500 students 1,501 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$70 4.15 2.08 0.00 1.00	\$1,975	A	12
<input type="checkbox"/>	Inventory, Assets	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$70 1.08 .55 0.00 .27	\$1,575	C	4
<input type="checkbox"/>	Inventory, Consumables	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$70 1.08 .55 0.00 .27	\$1,575	C	4
<input type="checkbox"/>	Payroll*	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$445 4.79 2.32 0.00 1.11	\$1,975	A	8
<input type="checkbox"/>	Personnel*	Flat fee, plus per student on file First 2,500 students 2,501 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$445 2.16 1.08 0.00 .54	\$1,750	B	8

* Staff Portal included with Payroll/Personnel modules

CHECK ✓ SERVICES	APPLICATION	BILLING BASIS PER UNIT	ANNUAL RATE	ANNUAL MINIMUM	CLASS	ACCESS VALUE
<input type="checkbox"/>	Family Census	Flat fee, plus per resident on file First 8,000 residents 8,001 – 10,000 residents	\$70 .50 .24	\$1,675	C	4
<input type="checkbox"/>	Interim Tax Billing	Included in Tax Billing; call for pricing if you do not use Tax Billing	N/A	N/A	C	0
<input type="checkbox"/> <input type="checkbox"/>	Tax Billing – standard Tax Billing – mailers	Flat fee, plus per bill on file Per bill Per bill	\$45 .33 .40**	\$1,650	C	4
<input type="checkbox"/>	Tax Collection	Flat fee, plus per taxables on file First 50,000 taxables Above 50,000 taxables	\$45 .20 .10	\$1,450	C	4

** Plus flat forms handling charge of \$200 and “then-current” standard postage rate per mailer

- Payroll check history and Fund Accounting detailed transaction data will be maintained for seven calendar or fiscal years, respectively. CSIU reserves the right to purge any Payroll history or to summarize Fund Accounting transactions more than seven years old at any time.
- All **training** at the CSIU (including webinars), within reason, is available at no charge. All on-site training, on-site support, and travel time is billable at the CSIU then-current hourly rate. Phone training is available at no charge, but is distinguished from phone support by being pre-scheduled and of at least one hour in length.
- Training for web-enabled modules or teachers (e.g. Employee or Vendor Portals, teachers entering requisitions) is conducted for trainers who will be training those back at the client site. This training falls into the same guidelines as above, however if individual users attend the training, they will be charged the standard rate.
- Class determines the amount of annual, non-billable, phone support time for an application: class A includes 12 hours of phone support; B includes 8 hours; and C includes 4 hours. Billing for phone support in excess of these included hours will be at the then-current hourly rate.
- One hour of miscellaneous phone support time (not related to a specific application, such as technical or security issues) will be allowed per application that is implemented by January 1 of the fiscal year.
- Access Values determine the number of concurrent users (logged into the system simultaneously) allowed per client. Add the Access Values for the applications purchased to determine the number of concurrent users allowed (For example, clients who purchase Fund Accounting (12) and Payroll (8) may have a total of 20 users accessing the applications simultaneously). Additional access is available on a quotation basis.
- Charges are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website. Excess support, data conversions, and onsite training are billed monthly at \$97/hour. Consulting, SIF Services and staff augmentation are billable at \$120/hour. Custom programming, if approved, is billed at \$134/hr. Travel time is billable at the same rate as the service rendered. Note: minimums will only be prorated on a half-year basis. i.e. installations from July to December are full price...installations from January to June half price.
- If six applications are purchased, one additional C class application is free, provided all six billed applications are fully implemented by January 1st. Note: The free C class application must be of lower cost than those purchased. One exception is that if you print tax bills and duplicates locally (rather than CSIU printing them) you may choose Tax Billing as the free application. This must be indicated by writing FREE, near the Tax Billing check box on this Exhibit each year. The CSIU SIS does not qualify for inclusion in the calculation of a free application or as a free application.
- For **NEW CLIENT IMPLEMENTATIONS**: There is a onetime flat setup fee of \$350/per non-tax application (e.g. excludes Tax Billing and Tax Collection)

- Data transfers for tax applications are billable at \$450 for each occurrence (e.g. tax collection data from outside vendors, and the transfer of tax billing data from CSIU servers to an external server). Please call for additional tax bill related options and pricing.
- The CSIU is responsible for regularly backing up files, moving the back-up media to an off-site facility, and, if necessary, restoring files to the best of its ability.
- Services do not include any form of paper, labels, checks, envelopes, special forms or printing services.
- Contact CSIU for pricing information regarding our web-enabled data entry features (e.g. Employee or Vendor Portal), SIF Agents/Zone Integration Server software or standard integration modules for other vendor software (e.g. eProcurement)
- Please contact CSIU for pricing confirmation if your district enrollment exceeds the upper limits in the Billing Basis per Unit column or if you plan on implementing CSIU applications mid-year (fees & associated support hours are prorated).

DATE: _____ SIGNATURE: _____ SCHOOL: _____

PLEASE PRINT NAME: _____ TITLE: _____

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
REVENUE and EXPENSE SUMMARY

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	PERCENT CHANGE	PERCENT OF TOTAL
Beginning Fund Balance:	7,649,897	9,311,942	7,370,670		
CATEGORY					
REVENUE					
6000 Local Sources	39,726,108	40,977,627	41,943,513	2.36	75.68
7000 State Sources	13,309,172	13,262,694	13,017,050	(1.85)	23.49
8000 Federal Sources	478,310	858,546	464,968	(45.84)	0.84
9000 Other Financing Sources	0	0	0	0.00	0.00
TTL REV & OTHER FIN SOURCES	<u>53,513,590</u>	<u>55,098,867</u>	<u>55,425,531</u>	<u>0.59</u>	<u>100.00</u>
EXPENDITURES					
1000 INSTRUCTIONAL PROGRAMS					
1100 Regular Instructional	23,706,377	24,558,913	24,587,282	0.12	43.18
1200 Special Instructional	8,384,955	8,276,836	8,388,289	1.35	14.73
1300 Vocational Education	869,515	874,385	881,517	0.82	1.55
1400 Other Instructional	350,560	346,789	355,532	2.52	0.62
TOTAL 1000 INSTRUCTIONAL	<u>33,311,407</u>	<u>34,056,923</u>	<u>34,212,620</u>	<u>0.46</u>	<u>60.08</u>
2000 SUPPORT SERVICES					
2100 Students	2,351,678	2,288,073	2,323,773	1.56	4.08
2200 Instructional Staff	1,000,998	975,530	1,007,959	3.32	1.77
2300 Administration	3,135,419	3,022,363	3,133,563	3.68	5.50
2400 Pupil Health	607,100	599,834	633,044	5.54	1.11
2500 Business	581,090	581,961	586,896	0.85	1.03
2600 Operations and Maintenance	4,062,995	3,954,618	4,097,088	3.60	7.19
2700 Student Transportation	1,858,854	1,866,164	1,883,141	0.91	3.31
2800 Central	1,549,670	1,495,659	1,649,433	10.28	2.90
2900 Other	27,400	27,400	27,400	0.00	0.05
TOTAL 2000 SUPPORT SERVICES	<u>15,175,204</u>	<u>14,811,602</u>	<u>15,342,297</u>	<u>3.58</u>	<u>26.94</u>
3000 OPERATION OF NON-INSTRUCTIONAL SERVICES					
3200 Student Activities	1,210,111	1,108,093	1,120,134	1.09	1.97
3300 Community Services	6,000	6,000	6,000	0.00	0.01
3400 Scholarships and Awards	1,750	1,750	1,750	0.00	0.00
TOTAL 3000 NONINSTRUCTIONAL SVCS	<u>1,217,861</u>	<u>1,115,843</u>	<u>1,127,884</u>	<u>1.08</u>	<u>1.98</u>
5000 DEBT SERVICE OTHER FINANCING USES					
5100 Debt Service	6,035,400	7,055,771	1,892,820	(73.17)	3.32
5200 Food Service Fund Transfer	0	0	3,888,075	0.00	6.83
5900 Budgetary Reserve	769,662	0	480,000	0.00	0.84
TOTAL 5000 OTHER FINANCING USES	<u>6,805,062</u>	<u>7,055,771</u>	<u>6,260,895</u>	<u>(11.27)</u>	<u>10.99</u>
TOTAL GENERAL FUND BUDGETED					
EXPENDITURES AND OTHER FINANCING USES:	<u>56,509,534</u>	<u>57,040,139</u>	<u>56,943,696</u>	<u>(0.17)</u>	<u>100.00</u>
Change in Fund Balance:	(2,995,944)	(1,941,272)	(1,518,165)		
Ending Fund Balance:	4,653,953	7,370,670	5,852,505		
COMMITTED FOR DEBT SERVICE	1,070,000	0	0		
ASSIGNED FOR RETIREMENT:	1,300,000	1,111,500	1,111,500		
ASSIGNED FOR LOST ASSESSMENT APPEALS:	171,710	171,710	171,710		
ASSIGNED FOR TECHNOLOGY:	48,000	48,000	48,000		
UNASSIGNED FUND BALANCE:	<u>2,064,243</u>	<u>6,039,460</u>	<u>4,521,295</u>		
TOTAL FUND BALANCE:	<u>4,653,953</u>	<u>7,370,670</u>	<u>5,852,505</u>		

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
REVENUE DETAIL BY SOURCE

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
REVENUES					
LOCAL SOURCES					
Current Real Estate Tax	35,050,881	35,640,363	36,650,001	1,009,638	2.83
Interim Real Estate Tax	86,327	173,793	86,327	(87,466)	(50.33)
Public Utility Realty Tax	35,000	38,286	38,000	(286)	(0.75)
Earned Income Tax	2,880,650	3,300,000	3,400,000	100,000	3.03
Real Estate Transfer	390,000	508,000	450,000	(58,000)	(11.42)
Delinquent Taxes	352,500	500,000	475,000	(25,000)	(5.00)
Interest on Investments	100,000	100,000	100,000	0	0.00
Admissions	54,000	0	27,000	27,000	0.00
Student Activity Fees	30,000	30,000	30,000	0	0.00
Intermediate Sources - Fed	469,750	493,685	493,685	0	0.00
Access - PCA Generated Funds	50,000	50,000	50,000	0	0.00
Rentals	95,000	15,000	15,000	0	0.00
Tuition	36,500	36,500	36,500	0	0.00
Transportation Fees - L-S Bus	3,500	0	0	0	0.00
Misc. Revenue	70,000	70,000	70,000	0	0.00
Advertising Revenue	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>0</u>	<u>0.00</u>
TOTAL LOCAL SOURCES	<u>39,726,108</u>	<u>40,977,627</u>	<u>41,943,513</u>	<u>965,886</u>	<u>2.36</u>
STATE SOURCES					
Basic Education	4,492,170	4,492,124	4,492,124	0	0.00
Vocational Education	75,000	60,000	60,000	0	0.00
Special Education	1,486,450	1,473,252	1,473,252	0	0.00
Transportation	722,500	747,500	762,450	14,950	2.00
Rentals & Sinking Fund	484,520	571,007	230,014	(340,993)	(59.72)
Nursing, Medical & Dental Services	60,000	60,000	60,000	0	0.00
Property Tax Relief Revenue	634,802	634,802	634,802	0	0.00
Social Security Reimbursement	893,350	881,455	893,356	11,901	1.35
Retirement Reimbursement	4,099,260	3,981,434	4,089,932	108,498	2.73
Ready to Learn Grant - Accountability Block	281,120	281,120	281,120	0	0.00
Safe Schools Grant	10,000	40,000	0	(40,000)	(100.00)
Tuition for Orphans/Private Homes	<u>70,000</u>	<u>40,000</u>	<u>40,000</u>	<u>0</u>	<u>0.00</u>
TOTAL STATE SOURCES	<u>13,309,172</u>	<u>13,262,694</u>	<u>13,017,050</u>	<u>(245,644)</u>	<u>(1.85)</u>
FEDERAL SOURCES					
Title I - Improving Basic Programs	419,610	384,275	406,268	21,993	5.72
Title II - Improving Teacher Quality	58,700	58,700	58,700	0	0.00
County of Lancaster - CARES	0	103,500	0	(103,500)	(100.00)
ESSER - COVID funds	<u>0</u>	<u>312,071</u>	<u>0</u>	<u>(312,071)</u>	<u>(100.00)</u>
TOTAL FEDERAL SOURCES	<u>478,310</u>	<u>858,546</u>	<u>464,968</u>	<u>(393,578)</u>	<u>(45.84)</u>
OTHER FINANCING SOURCES					
Transfer from Capital Reserve	0	0	0	0	0.00
Receipts from Other Funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL OTHER FINANCING SOURCES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL REVENUE & OTHER FINANCING SOURCES:	<u>53,513,590</u>	<u>55,098,867</u>	<u>55,425,531</u>	<u>326,664</u>	<u>0.59</u>

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
1100 REGULAR INSTRUCTIONAL					
REGULAR INSTRUCTIONAL					
Salaries	13,068,850	12,885,850	13,044,276	158,426	1.23
Benefits	9,179,990	9,076,280	9,241,412	165,132	1.82
Purchased Professional Svcs	14,275	14,275	11,175	(3,100)	(21.72)
Purchased Property Svcs	119,050	119,050	91,865	(27,185)	(22.83)
Other Purchased Svcs	537,815	1,708,945	1,090,900	(618,045)	(36.17)
General Supplies	172,457	172,457	281,748	109,291	63.37
Textbooks	63,255	63,255	296,220	232,965	368.29
Equipment	11,760	20,500	3,500	(17,000)	(82.93)
Dues & Memberships	175	175	100	(75)	(42.86)
TOTAL REGULAR INSTRUCTIONAL:	23,167,627	24,060,787	24,061,196	409	0.00
FEDERAL INSTRUCTIONAL PROGRAMS					
Salaries	348,380	319,820	338,464	18,644	5.83
Benefits	146,960	134,896	144,212	9,316	6.91
Purchased Professional Svcs	1,500	1,500	1,500	-	0.00
Supplies and Textbooks	41,910	41,910	41,910	-	0.00
Equipment	-	-	-	-	0.00
TOTAL FEDERAL PROGRAMS:	538,750	498,126	526,086	27,960	5.61
TOTAL REGULAR INSTRUCTIONAL PROGRAMS:	<u>23,706,377</u>	<u>24,558,913</u>	<u>24,587,282</u>	<u>28,369</u>	<u>0.12</u>
1200 SPECIAL PROGRAMS					
Salaries	3,258,780	3,250,264	3,262,888	12,624	0.39
Benefits	2,261,470	2,336,840	2,429,409	92,569	3.96
Purchased Professional Svcs	2,492,390	2,377,627	2,372,792	(4,835)	(0.20)
Purchased Property Svcs	2,000	2,000	2,000	-	0.00
Other Purchased Svcs	362,000	301,790	311,600	9,810	3.25
Supplies and Textbooks	5,315	5,315	6,600	1,285	24.18
Dues & Memberships	3,000	3,000	3,000	-	0.00
TOTAL SPECIAL PROGRAMS:	<u>8,384,955</u>	<u>8,276,836</u>	<u>8,388,289</u>	<u>111,453</u>	<u>1.35</u>
1300 VOCATIONAL EDUCATION					
VO AG					
Salaries	134,180	136,966	144,303	7,337	5.36
Benefits	93,060	92,314	96,896	4,582	4.96
Purchased Property Svcs	-	-	1,000	1,000	0.00
Other Purchased Svcs	375	375	1,000	625	166.67
Supplies and Textbooks	6,375	6,375	7,000	625	9.80
TOTAL VO AG:	233,990	236,030	250,199	14,169	6.00
CAREER AND TECHNOLOGY CENTER					
Lease Payment	59,525	59,525	59,109	(416)	(0.70)
Tuition	576,000	578,830	572,209	(6,621)	(1.14)
TOTAL CTC:	635,525	638,355	631,318	(7,037)	(1.10)
TOTAL VOCATIONAL ED:	<u>869,515</u>	<u>874,385</u>	<u>881,517</u>	<u>7,132</u>	<u>0.82</u>

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
1400 OTHER INSTRUCTIONAL PROGRAMS					
HOMEBOUND INSTRUCTION					
Salaries	10,000	10,000	10,000	-	0.00
Benefits	4,220	4,216	4,259	43	1.02
Tuition - Spec Schools	19,800	19,800	19,800	-	0.00
TOTAL HOMEBOUND:	34,020	34,016	34,059	43	0.13
COURT PLACED PROGRAMS					
Tuition - Spec Schools	58,300	55,520	55,638	118	0.21
TOTAL COURT PLACED PROG:	58,300	55,520	55,638	118	0.21
ESL					
Salaries	124,130	124,131	127,961	3,830	3.09
Benefits	86,050	83,647	88,391	4,744	5.67
Purchased Professional Svcs	1,280	1,280	1,280	-	0.00
Supplies and Textbooks	1,600	1,600	1,600	-	0.00
TOTAL ESL	213,060	210,658	219,232	8,574	4.07
ALTERNATIVE EDUCATION					
Salaries	3,650	1,650	1,650	-	0.00
Benefits	1,530	695	703	8	1.15
Contracted Professional Services	40,000	44,250	44,250	-	0.00
Equipment	-	-	-	-	0.00
TOTAL ALTERNATIVE EDUCATION:	45,180	46,595	46,603	8	0.02
TOTAL OTHER INSTRUCT PROG:	350,560	346,789	355,532	8,743	2.52
TOTAL 1000 - INSTRUCTIONAL PROGRAMS	33,311,407	34,056,923	34,212,620	155,697	0.46
2100 SUPPORT SERVICES - PUPIL PERSONNEL					
GUIDANCE SERVICES					
Salaries	676,680	677,151	664,113	(13,038)	(1.93)
Benefits	469,510	456,589	465,247	8,658	1.90
Purchased Professional Svcs	13,120	13,120	15,000	1,880	14.33
Other Purchased Svcs	50	50	50	-	0.00
Supplies and Textbooks	2,038	2,038	3,973	1,935	94.95
Dues & Memberships	-	-	-	-	0.00
TOTAL GUIDANCE:	1,161,398	1,148,948	1,148,383	(565)	(0.05)
STUDENT APPRAISAL & SPECIAL SERVICES					
Salaries	302,150	306,915	314,053	7,138	2.33
Benefits	209,630	206,919	217,036	10,117	4.89
Other Purchased Svcs	8,050	8,050	8,050	-	0.00
Supplies and Textbooks	8,140	8,140	8,140	-	0.00
Equipment	-	-	-	-	0.00
Dues & Memberships	1,000	1,000	1,000	-	0.00
TOTAL STUDENT APPRAISAL SVCS:	528,970	531,024	548,279	17,255	3.25

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
ATTENDANCE SERVICES					
Purchased Professional Svcs	750	750	250	(500)	(66.67)
TOTAL ATTENDANCE SVCS:	750	750	250	(500)	(66.67)
PSYCHOLOGICAL TESTING					
Purchased Professional Svcs	9,000	9,000	9,000	-	0.00
TOTAL PSYCHOLOGICAL TESTING:	9,000	9,000	9,000	-	0.00
SPEECH & PATHOLOGY					
Salaries	251,160	220,787	225,311	4,524	2.05
Benefits	174,130	148,795	155,651	6,856	4.61
TOTAL SPEECH & PATHOLOGY:	425,290	369,582	380,962	11,380	3.08
SOCIAL WORKER					
Salaries	80,160	82,185	84,293	2,108	2.56
Benefits	55,510	55,320	58,165	2,845	5.14
TOTAL SOCIAL WORKER:	135,670	137,505	142,458	4,953	3.60
STUDENT ACCOUNTING:					
Salaries	46,640	46,987	48,397	1,410	3.00
Benefits	32,460	31,777	33,544	1,767	5.56
Purchased Professional Svcs	7,000	8,000	8,000	-	0.00
Other Purchased Services	4,500	4,500	4,500	-	0.00
TOTAL STUDENT ACCOUNTING:	90,600	91,264	94,441	3,177	3.48
TOTAL PUPIL SUPPORT:	2,351,678	2,288,073	2,323,773	35,700	1.56

2200 SUPPORT SERVICES - INSTRUCTIONAL STAFF

LIBRARY SERVICES					
Salaries	261,100	250,293	257,325	7,032	2.81
Benefits	181,610	169,190	178,274	9,084	5.37
Purchased Professional Svcs	525	525	700	175	33.33
Other Purchased Svcs	50	50	50	-	0.00
Supplies and Textbooks	15,593	15,593	19,805	4,212	27.01
TOTAL LIBRARY:	458,878	435,651	456,154	20,503	4.71
CURRICULUM DEVELOPMENT/SPECIAL EDUCATION SUPERVISION					
Salaries	115,730	115,729	119,201	3,472	3.00
Benefits	80,140	77,900	82,254	4,354	5.59
Purchased Professional Svcs	52,500	52,500	52,500	-	0.00
Other Purchased Svcs	2,250	2,250	2,250	-	0.00
Supplies and Books	4,175	4,175	4,175	-	0.00
Software	11,250	11,250	11,250	-	0.00
Equipment	37,500	37,500	37,500	-	0.00
Membership Dues	1,200	1,200	1,200	-	0.00
TOTAL CURRICULUM:	304,745	302,504	310,330	7,826	2.59
INSTRUCT STAFF DEVELOPMENT SVCS					
Benefits (Tuition)	237,375	237,375	241,475	4,100	1.73
TOTAL INSTRUCT STAFF DEV SVCS:	237,375	237,375	241,475	4,100	1.73
TOTAL INSTRUCTIONAL SUPPORT:	1,000,998	975,530	1,007,959	32,429	3.32

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
2300 SUPPORT SERVICES - ADMINISTRATION					
BOARD SECRETARY					
Purchased Professional Svcs	28,500	28,500	28,500	-	0.00
Other Purchased Svcs	12,500	7,700	7,700	-	0.00
Supplies and Textbooks	60	60	60	-	0.00
Dues and Memberships	12,000	12,000	12,000	-	0.00
TOTAL BOARD SECRETARY:	53,060	48,260	48,260	-	0.00
TAX ASSESSMENT					
Salaries	24,440	26,482	27,276	794	3.00
Benefits	17,080	17,975	18,971	996	5.54
Purchased Professional Svcs	112,690	90,360	89,500	(860)	(0.95)
Other Purchased Svcs	4,650	4,650	4,650	-	0.00
TOTAL TAX ASSESSMENT:	158,860	139,467	140,397	930	0.67
LEGAL SERVICES					
Purchased Professional Svcs	95,000	95,000	95,000	-	0.00
TOTAL LEGAL SERVICES:	95,000	95,000	95,000	-	0.00
SUPERINTENDENT SERVICES					
Salaries	477,520	478,764	493,067	14,303	2.99
Benefits	327,200	319,001	335,968	16,967	5.32
Purchased Professional Svcs	2,520	2,520	2,520	-	0.00
Other Professional Svcs	16,658	16,658	16,658	-	0.00
Supplies and Textbooks	8,775	8,775	8,775	-	0.00
Dues and Memberships	1,200	1,200	1,200	-	0.00
TOTAL SUPERINTENDENT SVCS:	833,873	826,918	858,188	31,270	3.78
PUBLIC RELATIONS					
Salaries	56,700	56,698	58,399	1,701	3.00
Benefits	39,270	38,164	40,298	2,134	5.59
District Newsletter	14,000	14,000	14,000	-	0.00
Supplies	2,500	2,500	2,500	-	0.00
TOTAL PUBLIC RELATIONS:	112,470	111,362	115,197	3,835	3.44
PRINCIPAL SERVICES:					
Salaries	1,092,480	1,056,982	1,087,950	30,968	2.93
Benefits	765,750	720,448	759,696	39,248	5.45
Other Purchased Svcs	7,226	7,226	8,000	774	10.71
Supplies and Textbooks	12,600	12,600	15,875	3,275	25.99
Dues and Memberships	4,100	4,100	5,000	900	21.95
TOTAL PRINCIPAL SVCS:	1,882,156	1,801,356	1,876,521	75,165	4.17
TOTAL ADMINISTRATION:	3,135,419	3,022,363	3,133,563	111,200	3.68

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
2400 SUPPORT SERVICES - PUPIL HEALTH					
MEDICAL SERVICES					
Purchased Professional Svcs	5,400	5,400	5,400	-	0.00
TOTAL MEDICAL SVCS:	5,400	5,400	5,400	-	0.00
DENTAL SERVICES					
Purchased Professional Svcs	980	980	980	-	0.00
Supplies	50	50	50	-	0.00
TOTAL DENTAL SERVICES:	1,030	1,030	1,030	-	0.00
NURSING SERVICES					
Salaries	345,390	345,083	361,190	16,107	4.67
Benefits	239,680	232,721	249,674	16,953	7.28
Other Purchased Svcs	150	150	150	-	0.00
Supplies and Textbooks	15,450	15,450	15,600	150	0.97
TOTAL NURSING SERVICES:	600,670	593,404	626,614	33,210	5.60
TOTAL PUPIL HEALTH SVCS:	607,100	599,834	633,044	33,210	5.54
2500 BUSINESS SERVICES					
Salaries	308,700	310,439	311,179	740	0.24
Benefits	214,420	209,552	215,312	5,760	2.75
Purchased Professional Svcs	42,000	45,000	45,000	-	0.00
Purchased Property Svcs	5,000	6,000	4,435	(1,565)	(26.08)
Other Purchased Svcs	4,600	4,600	4,600	-	0.00
Supplies and Textbooks	5,470	5,470	5,470	-	0.00
Dues and Memberships	900	900	900	-	0.00
TOTAL BUSINESS SERVICES:	581,090	581,961	586,896	4,935	0.85
2600 OPERATION & MAINTENANCE OF PLANT SERVICES					
MAINTENANCE SERVICES					
Salaries	1,437,000	1,442,738	1,480,907	38,169	2.65
Benefits	964,550	919,351	993,651	74,300	8.08
Purchased Property Svcs	458,150	410,504	411,913	1,409	0.34
Other Purchased Svcs	226,870	237,880	246,144	8,264	3.47
Utilities	616,550	599,150	599,150	-	0.00
Supplies	207,650	207,650	207,650	-	0.00
Equipment	20,122	20,122	35,200	15,078	74.93
Dues and Memberships	223	223	223	-	0.00
Property Tax - Strasburg Elementary - rental property	5,760	-	-	-	0.00
TOTAL MAINTENANCE SERVICES:	3,936,875	3,837,618	3,974,838	137,220	3.58
CROSSING GUARDS/SCHOOL RESOURCE OFFICER					
Purchased Professional Svcs	126,120	117,000	122,250	5,250	4.49
TOTAL CROSSING GUARDS/RESOURCE OFFICER:	126,120	117,000	122,250	5,250	4.49
TOTAL OPERATION & MAINTENANCE SVCS:	4,062,995	3,954,618	4,097,088	142,470	3.60

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
2700 STUDENT TRANSPORTATION					
STUDENT TRANSPORTATION					
Salaries	247,250	224,637	213,430	(11,207)	(4.99)
Benefits	171,640	151,563	152,351	788	0.52
Purchased Professional Svcs	4,500	4,500	4,500	-	0.00
Purchased Property Svcs	25,000	75,000	75,000		0.00
Other Purchased Svcs	1,400,254	1,400,254	1,427,650	27,396	1.96
Supplies and Textbooks	10,100	10,100	10,100	-	0.00
Equipment	-	-	-	-	0.00
Dues and Memberships	110	110	110	-	0.00
TOTAL STUDENT TRANSPORTATION:	1,858,854	1,866,164	1,883,141	16,977	0.91
2800 SUPPORT SERVICES - CENTRAL					
TECHNOLOGY SERVICES					
Salaries	471,830	440,664	477,182	36,518	8.29
Benefits	327,990	305,012	330,110	25,098	8.23
Purchased Professional Svcs	86,000	86,000	86,000	-	0.00
Purchased Property Svcs	35,000	35,000	35,000	-	0.00
Other Purchased Svcs	7,500	7,500	7,500	-	0.00
Supplies and Textbooks	26,900	26,900	26,900	-	0.00
Software	215,000	215,000	215,000	-	0.00
Equipment	324,000	324,000	414,000	90,000	27.78
Dues and Memberships	200	200	200	-	0.00
TOTAL TECHNOLOGY SERVICES:	1,494,420	1,440,276	1,591,892	151,616	10.53
HUMAN RESOURCES					
Salaries	31,450	31,907	32,864	957	3.00
Benefits	21,920	21,596	22,797	1,201	5.56
Purchased Professional Svcs	1,550	1,550	1,550	-	0.00
Other Purchased Svcs	-	-	-	-	0.00
Supplies and Textbooks	-	-	-	-	0.00
Dues and Memberships	330	330	330	-	0.00
TOTAL HUMAN RESOURCES	55,250	55,383	57,541	2,158	3.90
TOTAL SUPPORT SERVICES-CENTRAL:	1,549,670	1,495,659	1,649,433	153,774	10.28
2900 OTHER SUPPORT SERVICES					
Other Purchased Services	27,400	27,400	27,400	-	0.00
TOTAL OTHER SUPPORT SVCS:	27,400	27,400	27,400	-	0.00
TOTAL 2000 - SUPPORT SERVICES	15,175,204	14,811,602	15,342,297	530,695	3.58

LAMPETER-STRASBURG SCHOOL DISTRICT
BUDGET 2021-22
EXPENDITURES BY FUNCTION

	2020-21 BUDGET	2020-21 PROJECTED	2021-22 BUDGET	DIFFERENCE	PERCENT CHANGE
3200 STUDENT ACTIVITIES					
SCHOOL SPONSORED STUDENT ACTIVITIES					
Salaries	110,300	108,210	108,210	-	0.00
Benefits	46,950	45,622	46,086	464	1.02
PAC Purchased Professional Svcs	2,000	2,000	2,000	-	0.00
Other Purchased Svcs	8,423	8,423	11,230	2,807	33.33
PAC Supplies	2,500	2,500	2,500	-	0.00
Student Activities Supplies	-	-	1,000	-	0.00
PAC Equipment	26,000	26,000	26,000	-	0.00
Dues and Memberships	3,615	3,615	4,820	1,205	33.33
	<u>199,788</u>	<u>196,370</u>	<u>201,846</u>	<u>5,476</u>	<u>2.79</u>
ATHLETICS					
Salaries	470,280	462,274	467,069	4,795	1.04
Benefits	325,750	235,156	242,469	7,313	3.11
Purchased Professional Svcs	66,070	66,070	62,000	(4,070)	(6.16)
Purchased Property Svcs	25,000	25,000	20,000	(5,000)	(20.00)
Other Purchased Svcs	71,430	71,430	54,750	(16,680)	(23.35)
Supplies	41,250	41,250	62,000	20,750	50.30
Equipment	5,543	5,543	-	(5,543)	(100.00)
Dues and Memberships	5,000	5,000	10,000	5,000	100.00
TOTAL ATHLETICS:	<u>1,010,323</u>	<u>911,723</u>	<u>918,288</u>	<u>6,565</u>	<u>0.72</u>
TOTAL ACTIVITIES:	<u>1,210,111</u>	<u>1,108,093</u>	<u>1,120,134</u>	<u>12,041</u>	<u>1.09</u>
3300 COMMUNITY SERVICES					
Grants to Community Organizations	6,000	6,000	6,000	-	0.00
TOTAL COMMUNITY SVCS:	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>-</u>	<u>0.00</u>
3400 SCHOLARSHIPS AND AWARDS					
Student Scholarships and Awards	1,750	1,750	1,750	-	0.00
TOTAL COMMUNITY SVCS:	<u>1,750</u>	<u>1,750</u>	<u>1,750</u>	<u>-</u>	<u>0.00</u>
TOTAL 3000 - NON-INSTRUCTIONAL SERVICES	<u>1,217,861</u>	<u>1,115,843</u>	<u>1,127,884</u>	<u>12,041</u>	<u>1.08</u>
5000 OTHER FINANCING USES					
DEBT SERVICE					
Interest Payments	262,400	212,771	217,820	5,049	2.37
Principal Payments	5,773,000	6,843,000	1,675,000	(5,168,000)	(75.52)
TOTAL DEBT SERVICE:	6,035,400	7,055,771	1,892,820	(5,162,951)	(73.17)
CAPITAL RESERVE FUND TRANSFER	-	-	3,888,075	3,888,075	
BUDGETARY RESERVE					
Other Financing Uses	769,662	-	480,000	480,000	
TOTAL BUDGETARY RESERVE:	769,662	-	480,000	480,000	
TOTAL 5000 - OTHER FINANCING USES:	<u>6,805,062</u>	<u>7,055,771</u>	<u>6,260,895</u>	<u>(794,876)</u>	<u>(11.27)</u>
TOTAL GENERAL FUND BUDGET:	56,509,534	57,040,139	56,943,696	(96,443)	(0.17)
CHANGE IN FUND BALANCE:	(2,995,944)	(1,941,272)	(1,518,165)		



GASB PROPOSAL

PREPARED FOR |
DATE |
SUBMITTED BY |

Lampeter-Strasburg Area School District
April 8, 2021
Lisa Fox, Actuarial Analyst, 920.750.7535

WE PROVIDE SOLUTIONS & EXCEPTIONAL SERVICE

SUMMARY OF SERVICES:

- Review plan provisions
- Request and review census data
- Prepare a report in accordance with applicable governmental boards
- Discuss the results of the valuation
- Keep you informed on current events (legislative and marketplace) that will affect your program

The Retirement Advantage serves as the administrative service provider to your plan. Providing services since 2008, our team has 40+ combined years of experience with GASB reporting and OPEB plans. We can help you manage the costs and risk of your postretirement benefits and provide you with the advice and guidance needed.

SERVICE AGREEMENT FEES & TERMS

Lampeter-Strasburg Area School District

SERVICES & FEE ESTIMATE

The Retirement Advantage, Inc. will perform the following services for a GASB 75 valuation for the fiscal years ending 6/30/2022 and 6/30/2023:

- Review plan provisions for preparation of valuation
- Data Reconciliation – request and review census data
- Post-Employment Benefits Valuation – prepare a report in accordance with applicable Governmental Accounting Standards Board Statement for post-employment benefits
- Conduct a conference call to review the valuation and the impact of the results on your organization

Biennial Administration Services

GASB Actuarial Valuation: \$4,095*

Special Consulting / Other Services (if applicable)

Report Revision: Quoted at time of service
Special Consulting: \$200/hour**

ASSUMPTIONS & ADDITIONAL INFORMATION

Estimated eligible employees: 361

* Fees are based on the number of employees who are eligible and/or receive benefits. This fee is subject to change if there has been a change in the number of such employees from the last valuation report.

** Per hour fee = 1 hour minimum.

Delivery of Valuation Report

When the signed proposal is received, we will send a request for data, and issue the Report approximately 6 weeks after receipt of the information.

This proposal for services is accepted.

Lampeter-Strasburg Area School District

Date

SCHEDULE B – ADMINISTRATIVE FEE SCHEDULE – Other Post-Employment Benefits Services

Biennial Administration Services

- GASB Actuarial Valuation* \$ 4,095

* Fees are based on the number of employees who are eligible and/or receive benefits. This fee is subject to change if there has been a change in the number of such employees from the last valuation report.

Special Consulting / Other Services (if applicable)

- Report Revision Quoted at time of service
- Special Consulting* \$200

* Per hour fee = 1 hour minimum.

LANCASTER COUNTY TAX COLLECTION BUREAU

Real Estate Tax Collection Agreement – Lampeter Strasburg School District

Background. The Lancaster County Tax Collection Committee, doing business as the “Lancaster County Tax Collection Bureau,” is a local government agency organized under the Local Tax Enabling Act, 53 P.S. § 6924.101 *et seq.*, for purposes of collecting all earned income tax imposed by school districts and municipalities within the Lancaster Tax Collection District. The Lancaster County Tax Collection Bureau is referred to in this Real Estate Tax Collection Agreement (the “**Agreement**”) as the “**Bureau**.” Pursuant to 53 P.S. § 6924.509(k), the Bureau may collect real estate tax for a school district if the district lawfully authorizes and appoints the Bureau to do so.

The School District that has signed this Agreement is a Pennsylvania school district that imposes real estate tax pursuant to the authority granted to it under 24 P.S. § 6-672 and is referred to in this Agreement as the “**District**.” The real estate taxes imposed by the District are referred to in this Agreement as the “**Tax**.”

Pursuant to 24 P.S. § 6-683, the District must appoint a Tax collector for 2020 by June 1, 2020 because there is no individual currently elected to collect at least some of the Tax. Accordingly, the District intends to appoint the Bureau to collect Tax for 2020 and for future years. This Agreement sets forth the terms and conditions of the relationship between the Bureau and the District regarding the collection of the Tax. From time to time, the Bureau and the District are individually referred to in this Agreement as a “**Party**” and collectively as the “**Parties**.”

Intending to be legally bound, and in consideration for the mutual covenants contained herein, the Parties agree as follows:

1. **Term of Agreement.** This Agreement will take effect once it has been duly-executed and approved by both Parties and will continue in full force and effect unless and until one of the Parties terminates the Agreement in accordance with the Section of the Agreement entitled “Termination.”

2. **Appointment of Bureau.** On or before June 30, 2021 and on or before the June 30th that falls each year during which this Agreement remains in effect, the District will appoint the Bureau as the collector for all Tax for which there is no elected collector. All such appointments shall be made by resolution that is acceptable in form and in substance to the District.

3. **Bureau Powers and Duties.** In collecting Tax, the Bureau will have all of the powers granted and will perform all duties that apply to it under applicable law and this Agreement.

4. **Duplicates and Billing.**

4.1 **Production of Duplicate.** On or before July 1, 2021 and on or before July 1 of every other year that falls during the term of this Agreement, provided the Tax duplicate for the prior Tax year has been settled by the Bureau (if applicable), the District will provide the Bureau with the duplicate listing all the properties and the corresponding assessments against which the Bureau is required to collect Tax for the then-current calendar year. Each such duplicate will be

in an electronic format acceptable to the Bureau. The District acknowledges that the Bureau has no right, power, or authority to correct any tax information listed in the duplicate in error and must accept payment for Tax imposed against real estate according to what is listed in the duplicate.

4.2 **Timing of Bills.** The Bureau will mail Tax bill notices to all real estate owners listed in a duplicate as promptly as possible after the Bureau receives the duplicate. The Parties understand that the dates applicable for discounts and penalties may be impacted if Tax bills are not mailed by July 1. The Parties will cooperate to help ensure mailing by July 1.

4.3 **Form and Content of Tax Bills.** Tax bills will be in form satisfactory to the District. Each Tax bill issued by the Bureau will contain the following information: (a) date of the bill; (b) rate of the Tax; (c) an identification of the property to which the bill pertains and the current assessed value of the property; (d) the amount of Tax due; (e) the dates on which the discount, face, and penalty periods for payment of the Tax end; (f) notice that an installment payment option is available and the dates that installments are due or otherwise will be deemed delinquent; (g) a statement that the Tax listed in the bill is due and payable; (h) a request that the Tax be paid; (i) instructions on how to pay the Tax; and (j) notice that the Bureau has accommodations available for disabled Taxpayers, although such accommodations will have no bearing on when Tax must be paid.

In addition, if the District has implemented a farmstead or homestead exclusion, each Tax bill that the Bureau issues will contain: (w) the amount of Tax due prior to application of the exclusion; (x) the amount of Tax due after the exclusion is applied; (y) the net amount of Tax that will be due after the exclusion is applied; and (z) a notice that reads substantially to the effect of the following:

“Your enclosed tax bill includes a tax reduction for your homestead and/or farmstead property. As an eligible homestead and/or farmstead property owner, you have received tax relief through a homestead and/or farmstead exclusion, which has been provided under the Taxpayer Relief Act, a law passed by the Pennsylvania General Assembly designed to reduce your property taxes.”

5. **Accepting Payment and Issuing Receipts.** The Bureau will accept payment of Tax at its principal office and via mail. At all times while this Agreement remains in effect, the Bureau will maintain adequate facilities and staff to accept and process payments of Tax at its principal office during regular business hours consistent with the Bureau’s current operating schedule. For any Tax paid at the Bureau’s principal office, the Bureau will issue a receipt to the Taxpayer. For any Tax paid by mail, the Bureau will issue a receipt to the Taxpayer so long as the Taxpayer included a self-addressed stamped envelope with the Tax payment so that the Bureau can return the receipt.

6. **Deposit of Payments.** Pending distribution to the District, the Bureau will deposit all payments of Tax into an account separately designated for real estate tax collection.

7. **Record Keeping.**

7.1 **General Requirements – Duplicates and Master Database.** For each year, the Bureau will maintain a record based on the duplicate for that year listing: (a) each parcel of real estate listed in the duplicate; (b) the name of the owner of each such parcel; (c) all payments of Tax and penalties paid during the year for each such parcel; and (d) the date on which each such

payment was made. For a period of five (5) years after the audit of the last year during which the Bureau collects Tax under this Agreement, the Bureau will retain copies of all duplicates it settled under this Agreement.

In addition, the Bureau will also maintain a master database listing: (a) each Tax bill issued and the date of issuance for each bill; (b) the date on which each bill is paid; (c) the receipt number (if any) for each such payment; and (d) the amount of Tax collected on each Tax bill issued. The Tax database will also indicate whether payments were made by installment, and whether made during the discount period, face period, or penalty period. Information in the database will be maintained until the duplicate to which the information relates is destroyed.

The Bureau will back up all electronically stored Tax records using the process it uses for backing up earned income tax collection records. Subject to the provisions of this Agreement, all Tax records are property of the District, and the Bureau will provide to the District a copy of or access to any Tax record requested by the District. Any Tax record that is destroyed or deleted after the applicable retention period will be destroyed using the same process the Bureau uses for destroying old earned income tax records.

7.2 **Right-to-Know Law Cooperation.** If the Bureau is in possession of any record that the District determines is a public record under the Pennsylvania Right-to-Know Law, 65 P.S. § 67.101 *et seq.*, the Bureau will cooperate by providing the District a copy of the record without charge in a manner that enables the District to comply with its obligations under the Right-to-Know Law.

8. **Distribution of Tax; Retention of Interest Earnings.** On or before the tenth (10th) day of each month following a month or any part thereof during which the Bureau collected any Tax or related penalties, the Bureau will distribute all Tax received by it during the prior month and any penalties attributable to Tax and received by the Bureau during the prior month. The Bureau will make distributions of Tax by electronic automated clearing house transfer into a bank account designated by the District. The Bureau will retain any interest on Tax and penalties that accrues before such Tax and penalties are distributed to the District.

9. **Reporting.** Simultaneous with each distribution of Tax and penalties, the Bureau will provide the District with a report for the prior month in the form attached at **Exhibit 1**. Upon reasonable request by the District, the Bureau will provide additional information to the District not provided for in the attached monthly reporting form.

10. **Financial Security.** The Bureau has instituted internal and external security policies and procedures for protection of Tax funds. The Bureau will provide information to the District at any time on request concerning such procedures.

11. **Settlement and Audit.**

11.1 **Settlement of the Duplicate.** On or before January 15 of each year following a calendar year during which the Bureau collects Tax, the Bureau will settle the duplicate for the prior calendar year with the District and will forward a return of delinquent taxes to the delinquent tax collector designated by the District. In doing so, the Bureau will receive credit for: (a) all Tax noted in the duplicate that was collected and paid over to the District prior to settlement; and (b)

all unpaid Tax listed in the duplicate that was forwarded to the delinquent Tax collector designated by the District. Unless the District requests that the Bureau do so, the District will forward a return of delinquent taxes to the Lancaster County Tax Claim Bureau.

11.2 Annual Audit of Collections. Each year following a calendar year during which the Bureau collects Tax, the Bureau's final accounts and records of its collections and distributions of Tax and related penalties during the prior calendar year shall be audited in accordance with generally accepted accounting principles. Each such audit shall be completed and issued in conjunction with the Bureau's annual audit of earned income tax and local service tax collections.

11.3 Assistance to District Auditor. The Bureau will also: (a) make available to any accountant, firm of accountants, or auditor appointed by the District, books and records relating to the collection of Tax by the Bureau and the procedures relating to such collection; and (b) provide reasonable cooperation to any accountant, firm of accountants, or auditor appointed by the District to review collection of Tax.

12. Costs and Fees.

12.1 Compensation and Reimbursement. In accordance with the schedule at **Exhibit 2**, the District will reimburse the Bureau for expenses incurred in collecting Tax and will compensate the Bureau for collecting Tax.

12.2 Direct Payment of Certain Expenses by District. By making direct payment to the respective vendors, the District shall pay for: (a) all software needed by the Bureau to collect Tax in accordance with this Agreement; and (b) all costs incurred for the printing of Tax bills as required under this Agreement, except as otherwise provided in **Exhibit 2**.

12.3 Certification Fees. The Bureau will issue certifications to Taxpayers and mortgage companies provided the District adopts a resolution allowing the Bureau to charge a reasonable fee in an amount that is acceptable to the Bureau. The amount of any such reasonable fee approved by the District will be listed in **Exhibit 2**, which may be updated from time-to-time to reflect any changes in the certification fee amount. If the Bureau and the District will split certification fees collected by the Bureau, the manner in which such splitting will occur will also be listed in **Exhibit 2**.

13. Maximizing Collections.

13.1 Adding Names to the Duplicate. If the Bureau discovers an entity or individual that should be paying Tax but that is not listed on the current duplicate, the Bureau will provide the entity or individual's name to the District so that it may add the entity or individual to the duplicate.

13.2 Interim Assessments. Within ten (10) days after receiving a certification from the District that a parcel has been reassessed during a Tax year as a result of major improvements or for other reasons, the Bureau will issue a Tax bill to the Taxpayer that owns the parcel.

13.3 Follow-Up Notices. If a Taxpayer fails to pay Tax prior to the beginning of the penalty period for the Tax, then the Bureau will promptly send a follow-up notice to the Taxpayer.

Any such notice must: (a) be sent first class-mail; (b) be written in 18 point or larger font, capital letters, and in bold print; and (c) contain a warning that complies with the requirements of 72 P.S. § 5511.10(b) and reads substantially to the effect of the following:

YOUR REAL ESTATE TAXES HAVE NOT BEEN PAID ON TIME, AND A PENALTY HAS BEEN ADDED TO THE AMOUNT YOU OWE. IF NOT PAID BY DECEMBER 31, YOUR REAL ESTATE TAXES WILL BE DELINQUENT. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT LANCASTER COUNTY TAX COLLECTION BUREAU BY MAIL AT 1845 WILLIAM PENN WAY, LANCASTER, PA 17601 OR BY TELEPHONE AT (717)-569-4521. IF YOUR REAL ESTATE TAXES ARE TO BE PAID FROM AN ESCROW ACCOUNT ESTABLISHED IN CONNECTION WITH YOUR MORTGAGE, YOU SHOULD CONTACT THE COMPANY MANAGING YOUR ESCROW ACCOUNT.

13.4 Enforcement Steps. In the exercise of reasonable discretion, the Bureau will pursue Taxpayers through wage attachment and other means authorized by statute, but only prior to the date on which the Tax owed by the Taxpayer is returned to the delinquent Tax collector designated by the District.

13.5 Return of Delinquent Tax to the Delinquent Collector. After January 1 of each year following a calendar year during which the Bureau collects Tax but on or before a date reasonably designated by the District, the Bureau will turn all Tax that is delinquent under the duplicate for such calendar year over to the delinquent Tax collector designated by the District and such turn over shall be in a return that satisfies the requirements of the Real Estate Tax Sale Law, 72 P.S. § 5860.306(a).

14. Termination.

14.1 Termination for Any Reason. Either Party may terminate this Agreement for any reason or for no reason whatsoever by providing notice to the other Party after January 15 but on or before February 1st of any given year. Any such termination will take effect at midnight on the February 1st that falls during the year when the notice is given.

14.2 Termination for Certain Causes. The District may terminate this Agreement by giving written notice to the Bureau specifying the effective date of termination in any of the following scenarios: (a) the Bureau materially breaches this Agreement; (b) the Bureau ceases operations; (c) any legislative or regulatory action or enactment or court decision occurs, which has the effect of prohibiting, preventing, inhibiting, or materially restricting the Bureau's ability, power, or authority to collect Taxes. In addition, without terminating the entire Agreement, the District may terminate the Bureau's services within any municipality served by an elected Tax collector if at any time the District, based on action of an elected tax collector or otherwise and after consultation with its legal counsel, concludes the District does not have authority to allow the Bureau to collect the Tax within the municipality served by the elected Tax collector.

14.3 Effect of Termination. Upon termination of this Agreement, the Bureau will: (a) remain responsible for any Tax that is not settled under the prior year duplicate or that is not

returned to the collector designated by the District to collect delinquent Tax; (b) continue to comply with all financial security and recordkeeping requirements imposed under this Agreement at least until all Tax the Bureau collected for the District is distributed to the District and properly reported to the District, or for any lengthier period of time specified in this Agreement; (c) promptly transfer any records to the new collector appointed by the District to collect Tax; (d) provide all reasonable cooperation necessary for completion of an audit of any Tax collections and distributions made by the Bureau that were not previously audited prior to the termination date; and (e) provide all reasonable cooperation necessary to transfer Tax collections to the new collector.

15. **General Provisions.**

15.1 **Background Paragraph.** The Section of this Agreement entitled “Background,” all definitions provided in that Section, and the Exhibits attached to this Agreement are incorporated into the body of the Agreement as if fully set forth herein.

15.2 **Governing Law.** This Agreement and all questions relating to it are governed by Pennsylvania law, without regard to choice or conflict of law principles.

15.3 **Integration.** This Agreement and the Exhibits attached hereto constitute the entire understanding between the Parties regarding the subject matters addressed in this Agreement and supersedes any and all prior agreements, understandings, or correspondence between the Parties of any nature whatsoever regarding such subject matters.

15.4 **Amendment.** This Agreement may only be amended in a writing signed by both Parties.

15.5 **Waiver.** No delay in exercising or failure to exercise any right or remedy available to a Party pursuant to this Agreement will be construed as a waiver unless reduced to writing and signed by the Party charged with the waiver.

15.6 **Severability.** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Agreement will remain in full force and effect. Any provision of this Agreement held invalid or unenforceable only in part or degree will remain in full force and effect to the extent not held invalid or unenforceable.

15.7 **Rules of Construction.** In construing this Agreement, the following rules apply: (a) The headings used in this Agreement are for ease of reference only, and cannot be used to construe the Agreement. (b) The singular includes the plural and the plural includes the singular unless the context indicates otherwise.

15.8 **Counterparts and Execution.** The Parties may execute this Agreement in counterparts, all of which taken together will constitute a single signature page. Signatures on this Agreement that are returned by pdf file, similar electronic format, or facsimile and photocopies of original signatures on this Agreement will be binding as if original ink signatures delivered on paper.

15.9 **Survival.** The following provisions will survive termination of this Agreement: 7, 11, 12, 13.5, 14.3, and 15.

15.10 **Notices.** All notices under this Agreement must be given in writing and must be properly directed and addressed to the intended recipient. Notices must be sent by either certified mail with return receipt requested or by electronic mail. Notice sent by certified mail will be effective when properly addressed to the intended recipient and deposited in the mail. Notice sent by electronic mail will be effective when the sender receives either a receipt or read confirmation from the intended recipient's email account. Notice will be addressed to an intended recipient using the mailing address or, as the case may be, email address set forth for the intended recipient under its signature on this Agreement. A Party may change its addresses for notice by giving the other Party proper notice of new addresses.

[Signatures appear on the following page.]

IN WITNESS WHEREOF, each of the Parties hereby executes this Agreement as of the date listed below its signature.

Lancaster County Tax Collection Bureau

Lampeter-Strasburg School District

Christopher M. Johnson, Executive Director

School Board President

Attest:

School Board Secretary

Date: _____, 2021

Date: _____, 2021

Addresses for Notices:

Attn: Executive Director
1845 William Penn Way
Lancaster, PA 17601

Attn: Business Manager
1600 Book Rd
Lancaster, PA 17602

-or-

-or-

chrisj@lctcb.org

keith_stoltzfus@l-spioneers.org

Exhibit 2

Compensation and Reimbursement Schedule

Item	Amount
Reimbursement for Bank Lockbox Costs	Fulton's Allocated Cost (\$3,500 per year estimate)
Reimbursement for Bank Processing Costs	Fulton's Allocated Cost (\$3,500 per year estimate)
Initial Bill – Processing	\$0.75 per bill
Interim Bill – Processing and Postage	\$2.00 per bill processing fee, plus the then current postage rate per bill
Installment Plan and Nonpayment Reminder Letters – Processing and Postage	\$1.25 per letter, plus the then current postage rate per letter; \$0.75 per letter if printed and mailed by a district's direct vendor.
Installment Payments (2 nd and 3 rd installments)	\$0.75 per payment
Refunds – Processing and Postage	\$2.00 per refund processing fee, plus the then current postage rate per mailing

Tax Certification Fee: \$25

Tax Certification Fee Split: \$25 to the Bureau

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is entered into this ____ day of _____, 2021, by and between Millersville University of Pennsylvania hereinafter referred to as “the University” and The _____ School District, hereinafter referred to as “the District,” a public school district under the laws of the Commonwealth of Pennsylvania.

WITNESSETH:

WHEREAS, the University is a unit of higher learning of the State System of Higher Education of Pennsylvania; and

WHEREAS, the Legislature has determined by *Act 188 of 1982* that the primary mission of the State System of Higher Education of Pennsylvania is to provide high quality education at the lowest possible cost; and

WHEREAS, the mission of the State System of Higher Education is to provide undergraduate instruction, and opportunities for personal growth consistent with the legislated mission of the System; and

WHEREAS, certain students in the District may benefit from the opportunity to take classes offered by the University; and

WHEREAS, the University wishes to develop a High School Scholars program to recruit outstanding students to the University student body, and

WHEREAS, the District wishes to make certain undergraduate courses offered by the University available to the students of the District; and

WHEREAS, the University wishes to offer certain classes at off-campus sites within the District; and

WHEREAS, the District and the University desire to describe the features, purposes and mechanisms of the relationship by which the parties will establish a partnership in a collaborative arrangement; and

WHEREAS, this Agreement is intended to function as a collaborative agreement in accordance with said Board of Governors Policy 1999-02.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein, the parties hereto mutually agree and contract as follows:

1. **Term.** This Agreement shall be effective upon the review and approval of all the necessary Commonwealth officials. The term of this agreement shall be for a total of five years commencing upon the review and approval of all necessary Commonwealth officials. At the conclusion of the agreement’s fifth year, the parties, at their mutual option, may contract for another subsequent period of time not to exceed five years.
2. **Academic Suitability.** The suitability of any course for an off-campus offering at the District will be determined by agreement between the District and the University on a course-by-course basis. The District will also determine, on a student-by-student basis, the suitability of a course for each of the District’s students who wish to enroll in the course.
3. **Enrollment.** Students selected by the District for enrollment in an off-campus course will be enrolled as non-degree students at the University. In order to aid the enrollment of the District’s students, the District will provide the documentation necessary to the enrollment without cost. This will include a high school transcript and a letter from a guidance counselor attesting to the suitability of each course. Each student will have to apply (once) for non-degree status.

4. **On-Campus Enrollment.** Students selected by the District may enroll in on-campus courses under this agreement during both the academic year and the summer as non-degree students on a space available basis. The provisions of paragraphs 3 and 5 through 9 would also apply to those students.
5. **Regular Admission.** Should a student from the district wish to become a fully matriculated undergraduate student upon graduation from high school, they must follow the normal application process. Although successful completion of university level courses is generally viewed as a good indicator of success in college and a strong positive factor in the admission decision, nothing in this document serves to guarantee to a participating student admission to a regular status or to any major.
6. **Transcription of Courses.** Courses offered in the District facilities under this agreement will be transcript in the same manner as other courses offered by the university, including other off-campus courses. No distinction will be made between these course and other regularly offered courses. Students may obtain transcripts of their coursework from the Registrar in the normal manner.
7. **Fiscal Issues.**
 - a. The University will provide the District's students with a reduced tuition rate for both off-campus and on-campus enrollment. The student will be responsible for the balance of the tuition and fees. Fees for on-campus courses are defined on the University web site. Fees for off-campus courses are the academic enhancement fee, the technology fee, and the registration/transcript fee.
 - b. The reduced tuition rate for on-campus courses will be 50% of the regular in-state tuition (on a space available basis) and for off-campus courses will be 50% of the regular in-state tuition (with guaranteed enrollments to ensure revenue covers expenses).
 - c. The reduced tuition rate will apply only to students of the District (or students covered under an agreement with another school district).
 - d. The University's normal refund policy will apply in case of withdrawals.
 - e. The District will waive fees normally charged for room usage for off-campus courses taught in the District's facilities as part of this agreement.
8. **Class Size.** Certain minimum class sizes may apply to the off-campus courses. The District may make arrangement with neighboring school districts to increase the number of students in a class. Millersville University courses delivered off-campus will be in accordance with applicable APSCUF collective bargaining agreements.
9. **Rights, Privileges and Responsibilities.** Students registered as non-degree students at Millersville University under this agreement will have the same rights, privileges and responsibilities as other non-degree students including the right to a student ID, use of the library and other academic resources. All Millersville University policies and procedures, including but not limited to, academic policies and student discipline policies shall apply.
10. **Indemnification.** Neither of the parties shall assume any liabilities to each other. As to liability each other or 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 the Commonwealth's rights, claims or defense, 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 or of the State System of Higher Education, or the University.
11. **Insurance.** As an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality, there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims

Self-Insurance program administered by the Bureau of Risk Management of the Pennsylvania Department of General Services.

12. **Amendment.** This Agreement may be amended at any time upon the mutual written agreement of the parties hereto, with said amendments to be executed by the duly authorized representatives of the parties and with the same formality as this agreement.
13. **Termination.** This Agreement may be terminated by either party upon 120 days written notice. Said notice to the University shall be sent to the President. Said notice to the District shall be sent to the Superintendent of the District.
14. **Choice of Law.** This Agreement is executed pursuant to and shall be construed under the laws of the Commonwealth of Pennsylvania.
15. **Entire Agreement.** This is the entire Agreement between the parties hereto and supersedes all prior negotiations and oral understandings between the parties hereto.

IN WITNESS WHEREOF, the President of the University and the Superintendent of the District by their signatures do hereby put this agreement in force.

President, Millersville University of
Pennsylvania

Date

Superintendent, _____
School District

Date

Early Enrollment Agreement

This Agreement is entered into by and between **Lampeter Strasburg School District** (herein referred to as the “School District”) and **Thaddeus Stevens College of Technology** (herein referred to as the “College”). This agreement sets out the terms and conditions of the early enrollment program offered by these two institutions in accordance with Article XVI of the Public School Code (hereinafter “Program”).

The College and the School District do hereby agree to the following:

Term

The term of the agreement shall begin May 2021 and remain active May 2026 or until either party wishes to dissolve the agreement.

Student Eligibility

Students who meet all of the following criteria are qualified to participate in the program -

- The student is a high school senior
- The student is making satisfactory progress toward fulfilling applicable secondary school graduation requirements, as determined by the School District.
 - a. This is defined as needing no more than 4 credits to graduate.
- Students must meet all College admission requirements and be a senior who is recommended for college level work by a teacher or counselor with approval of the principal
- The student must demonstrate readiness for college-level coursework in the intended subject area of study, as determined by the college.

The College will determine readiness based on the following criteria:

- The high school senior must be recommended for college level work by a high school teacher or counselor.
- The student must also complete a formal application to the College.
- The high school senior must have a high school GPA of 2.5 or higher.
- The high school senior must place into college level coursework upon completion of College Success placement testing.

In order to remain in this program, the student must maintain a secondary school grade point average of 2.0 in the applicable area of study. The student also must maintain a minimum grade of 2.0 in each academic course in which the student is enrolled.

Courses Offered

The following criteria apply to all courses covered by this Agreement:

- The courses are non-remedial.
- The courses are in core academic subjects as defined by the School District.
- The courses, as offered to early enrollment students, are identical to those offered when early enrollment students are not enrolled including the use of an identical curriculum, assessments and instructional materials.
- The courses enforce prerequisite coursework requirements identical to those enforced for courses when early enrollment students are not enrolled.

Student Credit

Students will not be allowed to enroll in more than 36 postsecondary credits through early enrollment per academic year (18 credit limit per semester). In order to successfully complete a course listed in this Agreement, students must earn a minimum grade of 2.0.

The School District will award credit for and recognize courses that are successfully completed under this Agreement as fulfilling the graduation requirements identified above.

The College will award postsecondary credit to students who successfully complete courses identified in this Agreement as identified above. The College will transcript this credit in a manner similar to other students who take a course at this institution. If an early enrollment student becomes a regularly enrolled student at the College following graduation from secondary school, the College shall recognize those credits as applying to the student's degree requirements as it would for any regularly enrolled postsecondary student who took the courses.

Promotional Materials

Both the College and the School District agree to provide a mechanism for communicating the educational and economic benefits of higher education as well as the requirements for participation and enrollment procedures for early enrollment to parents and students.

Tuition Costs

The College agrees to charge early enrollment students only 50% of the regular tuition costs for the fall and spring semester of their early enrollment year.

Additional Administrative Responsibilities

The following individuals will be responsible for the tasks listed below:

Progress Reports- Thaddeus Stevens College of Technology- Progress reports will be distributed to students participating in the early enrollment program in a similar fashion to undergraduate students. Progress Reports are distributed by the Office of the Registrar.

Mid-Term Grades- Thaddeus Stevens College of Technology- Mid-term grades for the students participating in the early enrollment program will be distributed to a designated contact at the high school. Mid-term grades are distributed by the Office of the Registrar.

Fiscal Transactions- Thaddeus Stevens College of Technology- Fiscal responsibilities will be handled by the student and the college in a fashion similar to other undergraduate students.

Signature Page

The School District and College agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, sexual orientation or disability in any undertaking pursuant to this agreement.

For the School District:

XXX, Superintendent

Date

XXX, High School Principal

Date

For the College:

Michael DeGroft, Dean of Academic Affairs

Date



Houghton Mifflin Harcourt

Proposal

Prepared For

Lampeter-Strasburg School District

Attention:

Andrew Godfrey

andrew_godfrey@l-spioneers.org

For the Purchase of:

Into Math 6-8 six-year subscription

Prepared By

Tamberlyn McIntosh

tamberlyn.mcintosh@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

Attention:
Andrew Godfrey
andrew_godfrey@l-spioneers.org

Customer Experience
9400 South Park Center Loop
Orlando, FL 32819
FAX: 800-269-5232
k12orders@hnhco.com

Lampeter-Strasburg School District

Into Math 6-8 six-year subscription

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 6						
Student Digital Licenses						
1789392	9780358398714 Into Math Student License Digital 6 Year Grades 6-8 Includes: Digital Student Resources 6 Year Digital Grade 6-8 Implementation Success	\$96.00	230	\$22,080.00	\$3,312.00	\$18,768.00
Total for Student Digital Licenses		\$18,768.00				
Teacher Digital Licenses						
1808547	9780358555919 Into Math Teacher License Digital 6 Year Digital Grades 6-8 Includes: Into Math Digital Teacher Resources 6 Year Grades 6-8 Access to Teacher's Corner	\$450.00	4	\$1,800.00	\$1,800.00	
Total for Teacher Digital Licenses						
A la Carte Items Available for Purchase						
Teacher Materials						
1756239	9780358156970 Into Math Teacher Bookcase Grade 6 Includes: Planning and Pacing Guide Grade 6 Assessment Guide Grade 6 Solution Manual Grade 6 Teacher Edition Collection Grade 6 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 6	\$197.11	4	\$788.44	\$118.28	\$670.16
1756233	9780358156918 Into Math Differentiation Center Kit Grade 6 Includes: Differentiated Instruction BLM Grade 6 Unit Project Cards Grade 6 Game and Activity Cards Grade 6 Tabletop Flipchart Grade 6	\$208.11	4	\$832.44	\$124.88	\$707.56
Student Materials						
1756227	9780358156857 Into Math Student Edition (Consumable) 6 Year Print Grade 6	\$48.00	230	\$11,040.00	\$1,656.00	\$9,384.00
Common Cartridge						
1757969	9780358166818 Into Math Common Cartridge 6 Year Digital Grade 6	\$66.00	234	\$15,444.00	\$15,444.00	
Total for A la Carte Items Available for Purchase		\$10,761.72				
Total for Grade 6		\$29,529.72				

Lampeter-Strasburg School District

Into Math 6-8 six-year subscription

ISBN	Title		Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 7							
Student Digital Licenses							
1789392	9780358398714	Into Math Student License Digital 6 Year Grades 6-8 Includes: Digital Student Resources 6 Year Digital Grade 6-8 Implementation Success	\$96.00	230	\$22,080.00	\$3,312.00	\$18,768.00
Total for Student Digital Licenses			\$18,768.00				
Teacher Digital Licenses							
1808547	9780358555919	Into Math Teacher License Digital 6 Year Digital Grades 6-8 Includes: Into Math Digital Teacher Resources 6 Year Grades 6-8 Access to Teacher's Corner	\$450.00	4	\$1,800.00	\$1,800.00	
Total for Teacher Digital Licenses							
A la Carte Items Available for Purchase							
Teacher Materials							
1756240	9780358156987	Into Math Teacher Bookcase Grade 7 Includes: Planning and Pacing Guide Grade 7 Assessment Guide Grade 7 Solution Manual Grade 7 Teacher Edition Collection Grade 7 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 7	\$197.11	4	\$788.44	\$118.28	\$670.16
1756234	9780358156925	Into Math Differentiation Center Kit Grade 7 Includes: Differentiated Instruction BLM Grade 7 Unit Project Cards Grade 7 Game and Activity Cards Grade 7 Tabletop Flipchart Grade 7	\$208.11	3	\$624.33	\$93.66	\$530.67
Student Materials							
1756228	9780358156864	Into Math Student Edition (Consumable) 6 Year Print Grade 7	\$48.00	230	\$11,040.00	\$1,656.00	\$9,384.00
Common Cartridge							
1757970	9780358166825	Into Math Common Cartridge 6 Year Digital Grade 7	\$66.00	234	\$15,444.00	\$15,444.00	
Total for A la Carte Items Available for Purchase			\$10,584.83				
Total for Grade 7			\$29,352.83				

Lampeter-Strasburg School District

Into Math 6-8 six-year subscription

ISBN	Title		Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade 8							
Student Digital Licenses							
1789392	9780358398714	Into Math Student License Digital 6 Year Grades 6-8 Includes: Digital Student Resources 6 Year Digital Grade 6-8 Implementation Success	\$96.00	230	\$22,080.00	\$3,312.00	\$18,768.00
Total for Student Digital Licenses			\$18,768.00				
Teacher Digital Licenses							
1808547	9780358555919	Into Math Teacher License Digital 6 Year Digital Grades 6-8 Includes: Into Math Digital Teacher Resources 6 Year Grades 6-8 Access to Teacher's Corner	\$450.00	4	\$1,800.00	\$1,800.00	
Total for Teacher Digital Licenses							
A la Carte Items Available for Purchase							
Teacher Materials							
1756241	9780358156994	Into Math Teacher Bookcase Grade 8 Includes: Planning and Pacing Guide Grade 8 Assessment Guide Grade 8 Solution Manual Grade 8 Teacher Edition Collection Grade 8 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 8	\$197.11	4	\$788.44	\$118.28	\$670.16
1756235	9780358156932	Into Math Differentiation Center Kit Grade 8 Includes: Differentiated Instruction BLM Grade 8 Unit Project Cards Grade 8 Game and Activity Cards Grade 8 Tabletop Flipchart Grade 8	\$208.11	4	\$832.44	\$124.88	\$707.56
Student Materials							
1756229	9780358156871	Into Math Student Edition (Consumable) 6 Year Print Grade 8	\$48.00	230	\$11,040.00	\$1,656.00	\$9,384.00
Common Cartridge							
1757971	9780358166832	Into Math Common Cartridge 6 Year Digital Grade 8	\$66.00	234	\$15,444.00	\$15,444.00	
Total for A la Carte Items Available for Purchase			\$10,761.72				
Total for Grade 8			\$29,529.72				

Lampeter-Strasburg School District

Into Math 6-8 six-year subscription

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Professional Services						
Implementation Success Plan						
1729407	9781328588203 Into Math Getting Started Live Online Grades 6-8 The Getting Started live online session is streamlined to focus on preparing teachers for their first weeks of instruction. Participants engage in a variety of interactive experiences to learn about the organization and resources of Into Math. The goal is to build confidence and prepare teachers for a strong start with Into Math.		1	\$800.00	\$800.00	
1729412	9781328588258 Into Math Follow Up 1 Hour Live Online Session Grades 6-8 Follow-Up sessions build upon the Getting Started to help teachers take full advantage of Into Math's components, assessments, differentiation, and digital tools to meet the needs of their students. An HMH Services team member will work with you to choose from key Into Math classroom-focused topics to create a personalized Follow-Up 1 hour live online session(s).		1	\$400.00	\$400.00	
Getting Started and Follow-Up Live Online						
1729412	9781328588258 Into Math Follow Up 1 Hour Live Online Session Grades 6-8 Follow-Up sessions build upon the Getting Started to help teachers take full advantage of Into Math's components, assessments, differentiation, and digital tools to meet the needs of their students. An HMH Services team member will work with you to choose from key Into Math classroom-focused topics to create a personalized Follow-Up 1 hour live online session(s).	\$400.00	3	\$1,200.00	\$180.00	\$1,020.00
Total for Getting Started and Follow-Up Live Online		\$1,020.00				
Total for Professional Services		\$1,020.00				

Proposal for Lampeter-Strasburg School District Into Math 6-8 six-year subscription

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
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<i>Total Savings:</i>	\$67,514.26
<i>Subtotal Purchase Amount:</i>	\$89,432.27
<i>Shipping & Handling:</i>	\$2,729.20
<i>Sales Tax:</i>	\$0.00
<i>Total Cost of Proposal (PO Amount):</i>	\$92,161.47

Attention:
Andrew Godfrey
andrew_godfrey@l-spioneers.org

Customer Experience
9400 South Park Center Loop
Orlando, FL 32819
FAX: 800-269-5232
k12orders@hnhco.com

Proposal for Lampeter-Strasburg School District Into Math 6-8 six-year subscription

Total Cost of Proposal (PO Amount): \$92,161.47

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:

Lampeter Strasburg School District

Sold to:

Lampeter Strasburg School District

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 1/12/2021**Proposal Expiration Date: 5/28/2021**

Houghton Mifflin Harcourt

Attention:
Andrew Godfrey
andrew_godfrey@l-spioneers.org

Customer Experience
9400 South Park Center Loop
Orlando, FL 32819
FAX: 800-269-5232
k12orders@hmhco.com

Coupon Code: PRODPB15

HMH Confidential and Proprietary

007905984 Sold:0000229685 Ship:0000229685

Page 7 of 7

Please submit this form with your purchase order

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

CRITERIA FOR TEXTBOOK SELECTION

DATE: MARCH 17, 2021 PRINCIPAL: JAMIE RAUM
TEACHER: _____ CHAIRMAN: ALICIA ROWITZ
GRADE & DEPARTMENT: MS MATH 6-8 SUBJECT: MATHEMATICS
BOOK: INTO MATH COMPANY: HOUGHTON MIFFLIN
COPYRIGHT DATE: _____ # OF BOOKS NEEDED: _____ COST/BOOK: _____
Chairperson Signature: Alicia Rowitz Principal Signature: J.P. Raum

FORMAT

	<u>GOOD</u>	<u>FAIR</u>	<u>POOR</u>
1. How extensively, effectively and wisely are pictures used?	<u>X</u>	_____	_____
2. How extensively, effectively and wisely are graphs, charts and maps used?	<u>X</u>	_____	_____
3. How colorful and attractive is the cover?	<u>X</u>	_____	_____
4. How attractive and modern-looking is the page layout?	<u>X</u>	_____	_____
5. How readable and attractive is the type face?	<u>X</u>	_____	_____
6. How does margin and spacing of print enhance readability and attractiveness?	_____	<u>X</u>	_____
7. How well is textbook referenced and indexed?	<u>X</u>	_____	_____
8. How durable and readable is the paper used in the pages of the book?	<u>X</u>	_____	_____
9. How sturdy is the construction of the book and its binding?	_____	<u>X</u>	_____

CONTENT

1. How well does content meet maturity level of pupils?	<u>X</u>	_____	_____
2. How well does readability level meet most pupils for whom it was selected?	<u>X</u>	_____	_____
3. How well does content meet needs and interest of pupils?	_____	<u>X</u>	_____
4. How adaptable is content to a wide range of individual differences of pupils?	<u>X</u>	_____	_____
5. How well does content deal or relate with situations in which pupils find themselves?	<u>X</u>	_____	_____
6. How well are inter-relationships of materials in the book presented?	_____	<u>X</u>	_____

<u>CONTENT</u>	<u>GOOD</u>	<u>FAIR</u>	<u>POOR</u>
7. How well are democratic values interwoven into content?	_____	<u>X</u>	_____
8. How well is balance met between problem-centered and subject-centered materials?	<u>X</u>	_____	_____
9. How free is content of prejudices on controversial issues?	<u>X</u>	_____	_____
10. How fairly and completely are controversial issues handled?	<u>X</u>	_____	_____
11. How correct is factual material of content?	<u>X</u>	_____	_____
12. How free of bias and prejudices is the factual content and illustrations?	<u>X</u>	_____	_____
13. How up-to-date are illustrations, references, resources and total content?	<u>X</u>	_____	_____
14. How interesting and clear is the style of writing?	<u>X</u>	_____	_____
15. How resourceful is content in terms of illustration devices and character portrayals?	_____	<u>X</u>	_____
16. How extensive and effective are study helps and aids?	<u>X</u>	_____	_____
17. How adequate are footnotes for identification purposes?	<u>X</u>	_____	_____
18. How adequate and effective are evaluative devices for pupil use?	<u>X</u>	_____	_____

In a paragraph, please explain why you are recommending this book for adoption. (This information will be used to support the recommendation to the Board of School Directors.)

The Houghton Mifflin "Into Math" is very user friendly for both students and teachers. The comfortable and easy to navigate platforms make presentation of the material easier for increased student engagement & interaction. There is a wide variety of both physical and online resources for students and teachers. Multiple differentiation tools for ELLs, small groups, enrichment, remediation, and hybrid model instruction.



Proposal for Teaching and Learning Services Instructional Technology

Prepared for
Dr. Andy Godfrey

Prepared by
Ken Zimmerman
Lancaster-Lebanon Intermediate 13

1020 New Holland Avenue
Lancaster, PA 17601

Tel: 717-606-1691
Email: kenneth_zimmerman@iu13.org

Submitted on
March 22, 2021

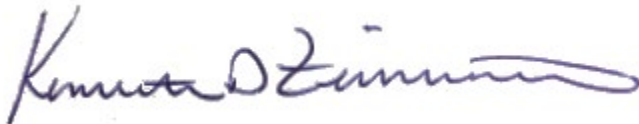
Lancaster-Lebanon Intermediate Unit 13 is pleased to present Lampeter-Strasburg SD with this proposal for Instructional Technology services. We understand the desire for a Hybrid - Station Rotation Learning Coach and recognize the opportunity to provide one of our Instructional Technology coaches/specialists as a solution. We believe that we are uniquely positioned to successfully offer this service to Lampeter-Strasburg School District based upon the breadth and depth of instructional technology expertise within the Instructional Services department at IU13.

Having discussed your requirements, we are confident that our proposed Hybrid - Station Rotation Learning Coach will effectively address your district's needs. Our goal is to provide Lampeter-Strasburg educators a thorough understanding of the hybrid station rotation model and its connection to personalized learning. This proposal is for the 2021-2022 school year for a total cost of up to \$52,250.00. Our ability to offer general curriculum and instruction, content area-specific, and instructional technology support makes Lancaster-Lebanon Intermediate Unit 13 a desirable partner in this work.

We sincerely hope that you consider us a long-term partner in the pursuit of educational excellence and continuous improvement. I am available to answer any questions that you may have about this proposal and look forward to discussing this opportunity further.

We look forward to working with the staff at Lampeter-Strasburg School District for another year. Our goal is to provide the highest quality and customizable instructional technology coaching support to meet your district needs. We deeply appreciate the opportunity to serve your district once again and thank you for entrusting us with another year of service.

Sincerely,

A handwritten signature in purple ink, reading "Ken Zimmerman". The signature is fluid and cursive, with a long horizontal flourish at the end.

Ken Zimmerman
Supervisor of Educational Technology
Lancaster-Lebanon Intermediate Unit 13

STATEMENT OF WORK

Contractor: Lancaster-Lebanon IU13 1020 New Holland Pike Lancaster, PA 17601	Customer: Lampeter-Strasburg SD 1600 Book Road Lancaster, PA 17602
Supervisor: Ken Zimmerman	
Contact: Melissa Adams	Contact: Dr. Andy Godfrey
Phone: 717-606-1803	Phone: 717-464-4699
Email: melissa_adams@iu13.org	Email: andrew_godfrey@l-spioneers.org

Project Start: 2021-2022 School Year (including Intro to Hybrid 3 days from May, June, July 2021)

Project Completion: Completion of 2021-2022 School Year

Duration of Services: Up to 55 Total Days

Description of Work:

The hybrid station rotation learning instructional coach/specialist will provide support and training to the teachers who are implementing the hybrid model in their classrooms and will serve as an advocate for maintaining program fidelity. The instructional coach/specialist will support teachers' instructional practices, assist teachers in applying new knowledge, and provide ongoing professional development in the classroom. Teachers will have the necessary support for planning and development of their curricular lessons in all three of the instructional modalities. In addition, the coach will work closely with both students and teachers in the classroom with newly implemented lessons and projects that are developed for the hybrid model.

The Educational Technology Team at Lancaster-Lebanon Intermediate Unit 13 will provide an instructional coach/specialist who will provide support and services to designated staff including:

- Assistance in the development and implementation of instructional strategies, curriculum and instruction to support hybrid Learning.
- Provision of up to 14 days of professional learning in small group instruction on station rotation and personalized learning either at the IU13 Conference & Training Center or onsite at the district.
 - 3 of these days will be offered during the Initial Hybrid 3-day workshops in May, June, or July 2021 cohorts
- Provision of up to 41 days of services in the school district, including professional development, coaching, site visits, and planning meetings .

Professional learning will consist of the following areas:

- Understanding Hybrid Station Rotation Learning Model & its complement of Personalized Learning
- Classroom Management
- Lesson Planning
- Data Driven Instruction
- Content Provider Assistance/Training
 - Any content providers that are selected
- Project Based Learning—Collaborative Station Ideas

- Professional Development Work Days—Meeting the individual needs of the teachers.

Instructional coaching will include the following services:

- Classroom coaching
- 1:1 teacher support
- Small Group Instruction
- Teacher pull out training days
- Lesson planning and development, including lesson plan ideas, resources, and strategies provided throughout the school year
- Meetings with school administrators to discuss progress and changes that need to occur
- Ongoing consultation from the instructional coach through email, phone calls, Skype, etc.
- Content provider support

Limitations:

1. The Services shall be provided only to the employees of the Customer. Under no circumstances will the Customer permit non-employees to participate in, benefit from, or receive materials related to the Services, unless otherwise agreed to by both parties. Audio/video recording of the Services is not permitted. Copying and/or modifying any portion of the online course is strictly prohibited. Any exceptions to this clause must be requested and granted in writing or email correspondence.
2. Lancaster Lebanon Intermediate Unit 13 (d.b.a. IU13) retains all rights to the content and materials used in its workshops and services. All content is protected by copyrights, trademarks, or other rights, which are owned by IU13 or by other parties.
3. You may use workshop content and materials only for your own in-district, non-commercial use. Content and materials may not be modified, published, reproduced, duplicated, copied, uploaded, downloaded, posted, transmitted, sold, or otherwise exploited for any commercial purpose that is not expressly permitted in writing by IU13 or under copyright law.
4. The IU is protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.
5. The Customer shall not use, issue or release for publication any articles, photographs, or similar materials including or implying the name of IU13, or any advertising or publicity matter including or implying the name of IU13 or relating to the subject matter of this engagement, without first securing written consent from IU13, which consent may be withheld in the IU13's sole discretion.
6. Either Party may terminate this Agreement with 30 days written notice. In the event both Parties wish to mutually terminate this Agreement, the date of termination shall be as agreed by the Parties without regard to the notice provision.

7. **Force Majeure.** Neither party will incur any liability to the other if its performance of any obligation under this Agreement is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God, war or terrorism, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, a national or Commonwealth of Pennsylvania emergency, disease, plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, general strikes throughout the trade, work stoppages, accidents and freight embargos. and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts. The Contractor shall orally notify the Customer within forty-eight (48) hours and notify in writing within five (5) days of the date on which the Contractor becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall (i) describe fully such cause(s) and its effects on performance, (ii) state whether performance under the Agreement is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay. After receipt of such notification, the Customer may elect to cancel this Agreement, or to extend the time for performance as reasonably necessary to compensate for the Contractor's delay.
8. (If applicable) At least one week prior to the scheduled face-to-face educational consultation or professional development session, the IU13 staff member(s) and the host contact(s)/administrator(s) will discuss health and safety guidelines and expectations to reduce the spread of COVID-19, and face-to-face professional development is contingent upon mutual agreement of these precautions.
9. The person signing this Agreement on behalf of the Customer individually warrants that he or she has full legal power to execute this Agreement on behalf of the Customer, and to bind and obligate the Customer with respect to all provisions contained in this Agreement.
10. This contract cannot be modified or changed without a contract Amendment signed by both the Customer and the Contractor.

Costs:

Lancaster-Lebanon Intermediate Unit 13 establishes hourly and daily rates for teaching and learning services on an annual basis. This estimate is based upon the execution of a contract within the 2021-2022 fiscal year.

Task/ Deliverable	#	Unit	# Staff	Rate	Cost
Hybrid Station Rotation Learning Instructional Technology Coach/Specialist - Professional Learning Days	n/a	up to 14 days	TBD	\$950.00	up to \$13,300.00
Hybrid Station Rotation Learning Instructional Technology Coach/Specialist - Instructional Technology Coaching	n/a	up to 41 days	TBD	\$950.00	up to \$38,950.00
Total Cost Not to Exceed					\$52,250.00

Agreement and Terms:

1. The Customer shall return a signed copy of this Contract to reserve and initiate services.
2. Payment for the services rendered shall be made upon the receipt of invoice(s) issued by the Contractor following the delivery and/or performance of the agreed upon services. The district will be billed in January and June based on days completed.

Printed Name of Customer

Printed Name of Authorized IU13 Agent

Signature of Customer

Signature of Authorized IU13 Agent

Date

Date

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN**

West Lampeter Township Police Department
Lancaster County, PA

and

Lampeter-Strasburg School District

Effective July 17, 2021

I. Joint Statement of Concern

A. Parties

The following Law Enforcement Authority or Authorities enter into and agree to adhere to the policies and procedures contained in this Memorandum of Understanding (hereinafter “Memorandum”):
The West Lampeter Township Police Department.

The following School Entity or Entities enter into and agree to adhere to the policies and procedures contained in this Memorandum:
Lampeter-Strasburg School District.

B. The purpose of this Memorandum is to establish procedures to be followed when certain specific incidents - described in Section II below - occur on school property, at any school sponsored activity or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus.

C. It is further the purpose of this Memorandum to foster a relationship of cooperation and mutual support between the parties hereto as they work together to maintain the physical security and safety of the School Entity. Thus, the School Entity may disclose personally identifiable information from an educational record of a student to the Law Enforcement Authority if a health or safety emergency exists and knowledge of that information is necessary to protect the health or safety of the student or other individuals. In determining whether a health or safety emergency exists, the School Entity may take into account the totality of the circumstances pertaining to a threat to the health or safety of a student or other individuals. If the School Entity determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose

information from education records to the Law Enforcement Authority, if knowledge of that information is necessary for the Law Enforcement Authority to protect the health or safety of the student or other individuals. The School Entity must record the articulable and significant threat to the health or safety of a student or other individuals so that it can demonstrate - to parents, students and the Family Policy Compliance Office - what circumstances led it to determine that a health or safety emergency existed and why the disclosure was justified.

D. Priorities of the Law Enforcement Authority

1. Investigate all incidents reported to have occurred on school property, at any school sponsored activity or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus. The investigation of all reported incidents shall involve as little disruption of the school environment as is practicable.
2. Identify those responsible for the commission of the reported incident and, where appropriate, apprehend and prosecute those individuals. Identification and apprehension procedures shall involve as little disruption of the school environment as is practicable.
3. Assist the School Entity in the prevention of the incidents described in Section II of this document.

E. Priorities of the School Entity

1. Create safe learning environments, which support each student's well-being and opportunities to reach their full potential while balancing and protecting the rights of all students.
2. Establish and maintain cooperative relationships with the Law Enforcement Authority in the reporting and resolution of all incidents described in Section II of this document.
3. Foster partnerships with the Law Enforcement Authority for the education and guidance of students to create a school climate and knowledge base conducive to learning and personal growth.
4. Provide the Law Enforcement Authority with all relevant information and required assistance in the event of a reported incident.

F. Legal Authority

1. The parties to this Memorandum enter into this agreement in accordance with the provisions of the act of March 10, 1949 (P.L. 30, No. 14), as amended, 24 P.S. §§13-1301-A et seq. (hereinafter “Safe Schools Act”), requiring all school entities to develop a memorandum of understanding with local law enforcement which sets forth procedures to be followed when an incident involving an act of violence or possession of a weapon, as further specified in Section II of this document, by any person occurs on school property. Law enforcement protocols shall be developed in cooperation with local law enforcement and the Pennsylvania State Police. 24 P.S. §13-1303-A(c).
2. In so recognizing this legal authority, the parties acknowledge their respective duties pursuant to the Safe Schools Act and hereby agree to support and cooperate with one another in carrying out their joint and several responsibilities thereunder.

II. Notification of Incidents to Law Enforcement

A. Mandatory Notification

The School Entity shall immediately report by the most expeditious means possible to the Law Enforcement Authority the occurrence of any of the following incidents occurring on school property, at any school sponsored activity or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus:

1. The following offenses under 18 Pa. C.S. (relating to crimes and offenses):
 - a. Section 908 (relating to prohibited offensive weapons).
 - b. Section 912 (relating to possession of weapon on school property).
 - i. As used in this Memorandum “weapon” shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, metal

knuckles, billy club, blackjack, grenade, incendiary device and any other tool, instrument or implement capable of inflicting serious bodily injury.

- ii. This reporting requirement does not apply to a weapon which is: (a) used, as part of a school-approved program, by an individual who is participating in the program; or (b) an unloaded weapon possessed by an individual while traversing school property for the purpose of obtaining access to public or private lands used for lawful hunting if the entry on school premises is authorized by school authorities.
- c. Chapter 25 (relating to criminal homicide).
- d. Section 2701 (relating to simple assault to include domestic violence)
- e. Section 2702 (relating to aggravated assault).
- f. Section 2706 (relating to terroristic threats).
- g. Section 2709.1 (relating to stalking).
- h. Section 2901 (relating to kidnapping).
- i. Section 2902 (relating to unlawful restraint).
- j. Section 3121 (relating to rape).
- k. Section 3122.1 (relating to statutory sexual assault).
- l. Section 3123 (relating to involuntary deviate sexual intercourse).
- m. Section 3124.1 (relating to sexual assault).
- n. Section 3124.2 (relating to institutional sexual assault).

- o. Section 3125 (relating to aggravated indecent assault).
 - p. Section 3126 (relating to indecent assault).
 - q. Section 3127 (relating to indecent exposure).
 - r. Section 3301 (relating to arson and related offenses).
 - s. Section 3307 (relating to institutional vandalism), when the penalty is a felony of the third degree.
 - t. Section 3502 (relating to burglary).
 - u. Section 3503(a) and (b)(1)(v) (relating to criminal trespass).
 - v. Section 3701 (relating to robbery).
 - w. Section 6110.1 (relating to possession of firearm by minor).
2. The possession, use or sale of a controlled substance or drug paraphernalia as defined in "The Controlled Substance, Drug, Device and Cosmetic Act."
- a. As used in this Memorandum, "controlled substance" shall include the possession, use or sale of controlled substances as defined in the act of April 14, 1972 (P.L. 233, No. 64) known as "The Controlled Substance, Drug, Device and Cosmetic Act" (hereinafter "Drug Act") including, but not limited to, marijuana, cocaine, crack cocaine, heroin, LSD, PCP, amphetamines, steroids and other substances commonly known as "designer drugs." See 35 P.S. §§ 780-101 et seq.
 - b. Included in this reporting provision shall be the possession, use or sale of drug paraphernalia, as defined in the Drug Act, including, but not limited to, hypodermic syringes, needles and, depending on the circumstances, rolling papers, as well as all other equipment or materials utilized for the purpose of

ingesting, inhaling, or otherwise introducing controlled substances into the body. See 35 P.S. § 780-102.

3. Attempts, solicitation or conspiracy to commit any of the offenses listed in subsections (1) and (2).
4. An offense for which registration is required under 42 Pa. C.S. § 9795.1 (relating to registration).
5. Purchase, consumption, possession or transportation of liquor or malt or brewed beverages by a person under 21 years of age. See 18 Pa. C.S. § 6308(a).

B. Discretionary Notification

The School Entity may report to the Law Enforcement Authority the occurrence of any of the following incidents occurring on school property, at any school sponsored activity or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus:

1. The following offenses under 18 Pa. C.S (relating to crimes and offenses):
 - a. Section 2705 (relating to recklessly endangering another person).
 - b. Section 3307 (relating to institutional vandalism), when the penalty is a misdemeanor of the second degree.
 - c. Section 3503(b)(1)(i), (ii), (iii) and (iv), (b.1) and (b.2) (relating to criminal trespass).
 - d. Chapter 39 (relating to theft and related offenses)
 - e. Section 5502 (relating to failure of disorderly persons to disperse upon official order).
 - f. Section 5503 (relating to disorderly conduct).
 - g. Section 6305 (relating to sale of tobacco).
 - h. Section 6306.1 (relating to use of tobacco in schools prohibited).

2. Attempt, solicitation or conspiracy to commit any of the offenses listed in subsection (1).
- C. Notification of the Law Enforcement Authority when incident involves children with disabilities
1. In accordance with 34 CFR 300.535 nothing will prohibit the school entity from reporting a crime committed by a child with a disability to the Law Enforcement Authority or will prevent State law enforcement and judicial authorities from exercising their responsibilities with regard to the application of Federal and State law to crimes committed by a child with a disability.
 2. The school entity, when reporting a crime committed by a child with a disability, must ensure that copies of the special education and disciplinary records of the child are transmitted for consideration by the appropriate authorities to the Law Enforcement Authority to whom the incident was reported. Special education records,” for purposes of this paragraph, shall consist of the current Individualized Educational Program (“IEP”); any current behavior intervention or support plan, if separate from the IEP; and the most recent evaluation or reevaluation report and any prior or contemporaneous evaluation, reevaluation, or other reports that will assist in understanding the nature and severity of the disability and the needs of the student in question; and any progress monitoring data or summaries that will assist in understanding relevant aspects of the student’s current functional performance.
 3. The school entity, when reporting an incident under this section, may transmit copies of the child’s special education and disciplinary records only to the extent that the transmission is permitted by the Federal Educational Rights and Privacy Act (hereinafter “FERPA”).
 4. If someone other than the school entity has reported an incident, which results in the student’s arrest, the school entity may as allowable under FERPA release the student’s records.
 5. The Law Enforcement Authority hereby certifies that it shall maintain any records provided in accordance with this section in the strictest confidence, that it shall use such information only for the purposes of ensuring appropriate and safe interaction with the student and for determining an appropriate disposition of the student

within the juvenile or criminal justice system, and that it shall not re-disclose any personally-identifiable information concerning a student or his or her family contained in those records unless such re-disclosure is in accordance with the consent requirements of FERPA.

- D. Upon notification of the incident to the Law Enforcement Authority, the School Entity shall provide as much of the following information as is available at the time of notification. In no event shall the gathering of information unnecessarily delay notification:
1. Whether the incident is in-progress or has concluded.
 2. Nature of the incident.
 3. Exact location of the incident.
 4. Number of persons involved in the incident.
 5. Names and ages of the individuals involved.
 6. Weapons, if any, involved in the incident.
 7. Whether the weapons, if any, have been secured and, if so, the custodian of the weapons.
 8. Injuries involved.
 9. Whether EMS or the Fire Department were notified.
 10. Identity of the school contact person.
 11. Identity of the witnesses to the incident, if any.
 12. All other such information as is known to the school authority which can be deemed relevant to the incident under investigation.
- E. Additionally, in anticipation of the need for the Law Enforcement Authority to respond to incidents described herein, the School Entity shall furnish the Law Enforcement Authority with the following information:

- a. Blueprints or floor plans of the school buildings;
- b. Aerial photo, map or layout of the school campus, adjacent properties and surrounding streets or roads;
- c. Location(s) of predetermined or prospective command posts;
- d. Current teacher/employee roster;
- e. Current student roster;
- f. Current school yearbook;
- g. School fire-alarm shutoff location and procedures;
- h. School sprinkler system shutoff location and procedures;
- i. Gas/utility line layouts and shutoff valve locations; and
- j. Cable/satellite television shutoff location and procedures.

III. Law Enforcement Authority Response

- A. Depending on the totality of the circumstances, initial response by the Law Enforcement Authority shall include:
 - 1. For incidents in progress:
 - a. Meet with contact person and locate scene of incident.
 - b. Stabilize incident.
 - c. Provide/arrange for emergency medical treatment, if necessary.
 - d. Control the scene of the incident
 - i. Secure any physical evidence at the scene.
 - ii. Identify involved persons and witnesses.
 - e. Conduct investigation.

- f. Exchange information.
 - g. Confer with school officials to determine the extent of law enforcement involvement required by the situation.
- 2. Incidents not in progress:
 - a. Meet with contact person.
 - b. Recover any physical evidence.
 - c. Conduct investigation.
 - d. Exchange information.
 - e. Confer with school officials to determine the extent of law enforcement involvement required by the situation.
- 3. Incidents involving delayed reporting
 - a. In the event that a reportable incident occurs on school property, at a school sponsored event, or on any public conveyance providing transportation to or from a school or school sponsored activity, including but not limited to a school bus, either after the conclusion of the school day or after the conclusion of the event at which the incident occurred, the School Entity shall report the incident to the Law Enforcement Authority immediately upon its notification.
 - b. If such incident is initially reported to the School Entity, the School Entity shall proceed as outlined in paragraphs II (A – C) above.
 - c. If the incident is initially reported to the Law Enforcement Authority, Law Enforcement Authority shall proceed directly with its investigation and shall immediately notify the School Entity of the incident, with all pertinent and reportable information, by the most expeditious means possible as if the reporting was not delayed.

B. Custody of Actors

1. Students identified as actors in reported incidents may be taken into custody at the discretion of the investigating law enforcement officer if:
 - a. the student has been placed under arrest;
 - b. the student is being placed under investigative detention;
 - c. the student is being taken into custody for the protection of the student; or
 - d. the student's parent or guardian consents to the release of the student to law enforcement custody.
 - e. The student is placed in custodial care pending investigation by representatives of a Children, Youth, and Families agency or during transit to an appropriate hospital or mental health treatment facility.
2. The investigating law enforcement officer shall take all appropriate steps to protect the legal and constitutional rights of those students being taken into custody.

IV. Assistance of School Entities

A. In Loco Parentis

1. Teachers, Guidance Counselors, Vice Principals and Principals in public schools have the right to exercise the same authority as a parent, guardian or person in parental relation to such pupil concerning conduct and behavior over the pupils attending a school during the time they are in attendance, including the time required in going to and from their homes.
2. School authorities' ability to stand in loco parentis over children does not extend to matters beyond conduct and discipline during school, school activities, or on any public conveyance providing transportation to or from school or school sponsored activity.

B. Notification of Parent or Guardian

1. Parents or guardians of children who are either the alleged perpetrators of, or who are the victims of, acts of violence, possession of weapons, sexual assault, or the possession, use or sale of a controlled substance or the underage possession of alcohol or intoxication from alcohol in violation of school rules while on school property, during school hours or while engaged in school activities, shall be notified of the involvement by School authorities, and they shall be informed if a referral was made to the Law Enforcement Authority. In cooperation with the Law Enforcement Authority and at the direction of the Law Enforcement Authority, the School authorities will delay the notification of parents or guardians in special circumstances so as to avoid impairing a police investigation.
2. The School Entity shall document attempts made to reach the parents or guardians of all victims and suspects of incidents reportable to law enforcement authorities pursuant to the terms of this agreement.

C. Scope of School Entity's Involvement

1. General Principles
 - a. Once the Law Enforcement Authority assumes responsibility for an investigation, the legal conduct of interviews, interrogations, searches, seizures of property, and arrests are within the purview of the Law Enforcement Authority. The School Entity shall defer to the Law Enforcement Authority on matters of criminal and juvenile law procedure.
 - b. The Law Enforcement Authority shall conduct its responsibilities in accordance with the laws of the United States and the Commonwealth of Pennsylvania, and the established policies and procedures of the Law Enforcement Authority. The School District shall cooperate with the Law Enforcement Authority, and shall not impair the investigation of the Law Enforcement Authority.

2. Arrests

- a. In the event that the Law Enforcement Authority determines that it is necessary to arrest a student at school, the Principal or Assistant Principal (or his/her designee) shall be notified.
- b. The Law Enforcement Authority shall be responsible for notifying the parent or legal guardian of the student who is arrested. Whenever possible, the notification shall take place in the presence of the Principal or Assistant Principal (or his/her designee) before the student is removed from the school.
- c. The Law Enforcement Authority may, in the exercise of its discretion, request that the parent or legal guardian bring the student to the police station after school hours.

3. Interviews of Students by the Law Enforcement Authority

- a. It shall be the general policy of the Law Enforcement Authority to attempt to avoid conducting interviews of students who are either witnesses or victims on school property when school is in session whenever practical.
- b. The Law Enforcement Authority is not required by the law of the Commonwealth of Pennsylvania to seek parental permission to interview a victim or witness of a suspected crime. The Law Enforcement Authority shall follow department policy, protocol and/or procedures as well as the current law of the Commonwealth of Pennsylvania when interviewing a victim or witness to ensure the protection of the victim's or witness' legal rights.
- c. It shall be the general policy of the School Entity to notify promptly the parent or guardian of a victim or witness when the Law Enforcement Authority conducts an interview on school property during school hours unless the case under investigations has been declared one of "special circumstances" as described below.

- i. a case under investigation may be declared to be one of "special circumstances" by the Law Enforcement Authority in consultation with the School Entity. The Law Enforcement Authority shall clearly communicate that a particular case under investigation is declared to be one of "special circumstances."
 - ii. When necessary, a "special circumstances" case shall require a positive affirmation of the designation by the District Attorney of Lancaster County, or the Acting Assistant in charge of the case under investigation in the event that the District Attorney is unavailable.
 - iii. When a case under investigation is declared to be one of "special circumstances, the School Entity shall delay the prompt notification of the parent or guardian of the student who is a victim or witness until such time as the Law Enforcement Authority determines that it is appropriate to provide such notification.
- d. The School Entity shall not prevent or delay an interview of a victim or witness even if the interview is conducted on school property. Notification shall not be interpreted to mean that the School Entity may prevent or delay an interview of a victim or witness pending parental notification or a determination as to whether notification is required.

4. Conflicts of Interest

- a. The parties to this Memorandum recognize that in the event that a School Entity employee, contractor, or other person acting on behalf of the School Entity is the subject of an investigation, a conflict of interest may exist between the School Entity and the adult suspect.
- b. Where the possibility of such a conflict exists, neither the individual that is the subject of the investigation nor any person acting as his/her subordinate or direct supervisor shall be present during Law Enforcement Authority's interviews of student co-suspects, victims or witnesses by the Law

Enforcement Authority.

- c. Neither the individual who is the subject of the investigation, nor his/her subordinate(s) and/or direct supervisor(s) shall be informed of the contents of the statements made by student co-suspects, victims or witnesses, except at the discretion of the Law Enforcement Authority or as otherwise required by law.

D. Reporting Requirements and Exchange of Information

- 1. The Law Enforcement Authority shall be governed by the following reporting and information exchange guidelines:
 - a. Criminal History Record Information Act, 18 Pa. C.S. §§ 9101 et seq.
 - b. The prohibition against disclosures, specified in paragraph IV(C)(4) of this Memorandum.
- 2. When sharing information and evidence necessary for the Law Enforcement Authority to complete their investigation, the School Entity shall:
 - a. Comply with FERPA, 20 U.S.C. § 1232g and its implementing regulations at 34 C.F.R. § 99.1 et seq., and 22 Pa. Code §§12.31-12.33 and any amendments thereto.
 - b. Comply with the requirements of the Public School Code of 1949, 24 P.S. §§ 13-1303-A and 13-1317.2 and any amendments thereto.
 - c. Complete reports as required by the Public School Code of 1949, 24 P.S. § 13-1303-A and any amendments thereto.
- 3. All school entities are required submit an annual report, which will include violence statistics and reports to the Department of Education's Office of Safe Schools. This annual report must include all new incidents described in Section II (A) above. Prior to submitting the required annual report, each chief school administrator and each police department having jurisdiction

over school property of the School Entity shall do the following:

- a. No later than thirty days prior to the deadline for submitting the annual report, the chief school administrator shall submit the report to the police department with jurisdiction over the relevant school property. The police department shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine its accuracy.
- b. No later than fifteen days prior to the deadline for submitting the annual report, the police department shall notify the chief school administrator, in writing, whether the report accurately reflects police incident data. Where the police department determines that the report accurately reflects police incident data, the chief of police shall sign the report. Where the police department determines that the report does not accurately reflect police incident data, the police department shall indicate any discrepancies between the report and police incident data.
- c. Prior to submitting the annual report, the chief school administrator and the police department shall attempt to resolve discrepancies between the report and police incident data. Where a discrepancy remains unresolved, the police department shall notify the chief school administrator and the office in writing.
- d. Where a police department fails to take action as required under clause (a) or (b), the chief school administrator shall submit the annual report and indicate that the police department failed to take action as required under clause (a) or (b).
- e. Where there are discrepancies between the School Entity's incident data and the police incident data, the following shall occur:

A PIMS report will be generated by the School Entity and forwarded to its Superintendent, at least quarterly. The Superintendent will review the report with the Chief of the applicable Law Enforcement Authority. If any inaccuracies exist, the Superintendent and the applicable Chief will mutually

agree to correct any such inaccuracies to reflect the police involvement accurately. Prior to the final end of year PIMS submission, the Superintendent and the Chief of the Law Enforcement Authorities will review the final report prior to signature and submission to the Department of Education.

V. Media Relations

A. Release of information

1. The release of information concerning incidents reportable to the Law Enforcement Authority pursuant to the terms of this Memorandum shall be coordinated between the Law Enforcement Authority and the School Entity.
2. The parties shall release as much information as is allowable by law with due deliberation given to the investigative considerations and the need to limit disruptions to school functions and protect the privacy of the students and staff involved.

VI. General Provisions

- A. This Memorandum is not intended to and does not create any contractual rights or obligations between the signatory Law Enforcement Authority, the signatory School Entity, any additional signatory authorities or entities, or their respective officer, employees, agents or representatives.
- B. This Memorandum may be amended, expanded or modified at any time upon the written consent of the parties, but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter.
- C. In the event of changes in state or federal law which necessitate changes to this Memorandum, the parties shall collaborate to amend this Memorandum to assure compliance by the parties with state and federal requirements.
- D. All parties to this Memorandum will communicate fully and openly with each other in order to resolve any problems that may arise in the fulfillment of the terms of this Memorandum.

AND NOW, this 17th day of July, 2021, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

_____	LAMPETER-STRASBURG SCHOOL DISTRICT
Chief School Administrator	
_____	WEST LAMPETER POLICE DEPARTMENT
Chief Law Enforcement Authority	
_____	Lampeter-Strasburg High School
_____	Martin Meylin Middle School
_____	Hans Herr Elementary School
_____	Lampeter Elementary School
Building Principals	

LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building

2021-2022 Board Goals
—DRAFT—
District Strategic Initiatives

1. Continue to be student-centered in the use of data to drive what we do instructionally, financially, and to address staffing needs.
2. Support and expect the continued utilization of effective instructional strategies and techniques to enhance student learning, achievement, and career and college readiness for all students.
 - Encourage and support the continued pedagogical growth of all staff as it pertains to both content and application in the classroom.
 - Continue to explore and implement the next generation of student instructional technologies that align with Building and District Comprehensive Plan Goals.
 - Continue to advance technology as a tool to continue improving the instructional practice of all educators.
 - Continue the utilization of a student advisory task force related to instruction, including the use of technology.
 - Identify, address, and support the academic needs of all learners.
3. Continue the prioritization and implementation of a long range plan aligned with the completed Feasibility Study addressing all District facilities.
 - Design and implement 21st century and innovative learning environments.
 - Continue to engage and update community stakeholders regarding the Long Range Planning Process.
 - Provide an overview and explanation of potential options.
 - Solicit feedback regarding options presented.
 - Prioritize capital projects in need of completion, as identified in the long range plan.

Board Driven Initiatives

1. Support the continued implementation of measures to address student needs that extend beyond the academic needs of the classroom, and receive updates regarding the student supports (TeenHope, Safe2Say, Mindfulness Training, Emotional Intelligence, Roots/Advisory Programs, Facility Dogs, etc.)
2. Support the implementation and refinement of the updated Comprehensive Plan, including building plans and associated professional development needs across the District.
3. Support the development of District leadership, with district administration, to assist with future transition.
4. Continue to expand and explore engaging the community through appropriate avenues for information sharing and gathering.
 - Opportunities may include information sharing and feedback regarding the Feasibility Study, as well as attending PTO meetings, back to school nights, civic group meetings, Lampeter Fair, sharing educational highlight videos with Townships, continuation of livestreaming Board meetings, etc.
5. Continue to review and update Board policies, procedures, and Administrative Regulations. Document traditional procedures and practices in an effort to maintain consistency across the District. ***Evaluate procedures that are new or have been revised as a result of the pandemic to determine what should continue and what should revert back, keeping in alignment with District and Board initiatives.***
6. Continue to maintain legislative awareness and engage in communication with members of the legislature. Invite legislators to engage in education by attending a Board meeting, or hosting school visit(s) to engage in dialogue surrounding public education.
7. Continue to provide opportunities for Board communication and recognition of staff members for their contributions to serving the students of Lampeter-Strasburg School District. Continue to extend offer for staff to be recognized at a Board meeting, and explore additional opportunities to engage with staff members in an informal manner.
8. Maintain a focus on Board Excellence.
 - Continue to encourage Board participation in activities that promote PSBA's Principles for Governance and Leadership. (Examples to include: professional development opportunities relating to Board development, governance and self-evaluation, reach out to community members to serve on Board committees)
 - Workshop discussion—focus/review a PSBA principle on a monthly basis
 - Goal to commit to and/or accomplish one item in each category included on the Board Excellence "scorecard" to focus on accountability. Review Board Excellence "scorecard" quarterly.