

LAMPETER-STRASBURG SCHOOL DISTRICT  
Lampeter, Pennsylvania 17537

March 6, 2023

A G E N D A

Meeting Called to Order

Pledge of Allegiance

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 – Mr. Matthew E. Parido, Chairperson

Buildings and Grounds Committee – Mr. James H. Byrnes, Chairperson

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

Finance Committee – Mr. Dustin D. Knarr, Chairperson

Personnel Committee – Mrs. Suzanne S. Knowles, Chairperson

Federal Programs – Dr. Andrew M. Godfrey, Representative

Liaison Reports

Student Representatives – Miss Maggie Swarr, Miss Lauren Livengood

Superintendent's Report

Old Business

New Business

Opportunity for Public Comment

Adjournment

## LAMPETER-STRASBURG SCHOOL DISTRICT

Lampeter, Pennsylvania 17537

March 6, 2023

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

#### A. ACADEMIC STUDENT HONORS – MP II

	<u>Distinguished Honors</u>	<u>Honor Roll</u>
Grade 9 (238)	14% (34)	45% (108)
Grade 10 (238)	13% (32)	29% (68)
Grade 11 (228)	11% (24)	35% (80)
Grade 12 (241)	22% (53)	32% (77)
(Total student population = 945)		

#### B. PIONEER INTERACT CLUB

Interact members helped make the high school's Back to School Night a success by greeting families and helping them to navigate the building. Members have also been active by making Valentine's Day cards for veterans and nursing home residents. The club raised funds in February by selling Evans' Candy throughout the district. All proceeds from those sales will go to a scholarship for an Interact senior in memory of Rae Ann Henry.

### MARTIN MEYLIN MIDDLE SCHOOL – Mrs. Alicia C. Kowitz, Principal

#### A. STUDENTS OF THE MONTH

February students of the month were selected in the category D – Dedicated To. The students selected display dedication; goal oriented, always putting forth maximum effort, resilient, perseveres through difficult tasks rather than giving up, explores and pursues interests and abilities.

6 G.O.A.T.S.  
Sophia Carroll  
Gayson Dice  
Brooke Vinelli  
Brady Witt

6 All Starts  
Joel Rodriguez  
Jenny Yang  
Emma Stiles  
Connor Allison

7 Hemlocks  
Sophia Leister  
Avery Smokowicz  
Providence Magras  
Aidan Stewart

7 BEES  
Blake Minnich  
Cole Schneider  
Gianna Walmer  
Isabel Berrios

8 Kings  
William Immel  
Lydia Marcroft  
Tristan Thomas-Durra  
Madelyn Knudsen

8 Owls  
Aiden Yoder  
Shannon Witt  
Aidan Waters  
Lily Jannone

#### B. 2ND MARKING PERIOD HONOR ROLL

After the second marking period, 458 students were named to the middle school honor roll from grades 6, 7, and 8. Placement on the Martin Meylin honor roll is based on three academic levels of achievement; Honor Roll – 3.0 – 146 students, High Honor Roll – 3.5 – 224 students, Distinguished Honor Roll – 4.0 – 88 students.

#### C. 8th GRADE COURSE SELECTION TIMELINE

January 25	Course Selection presentations to students during ELA class.
January 26	A program for 8th grade parents was held at the high school Performing Arts Center to discuss the upcoming course selection process including course offerings, graduation requirements, and department videos for elective courses.
January 27	Course Selection sheets distributed to students during ELA class.
February 03	Student Course Selection Sheets due to homeroom teacher.
February 10	Students input course selections during ELA class.

#### D. FEBRUARY HAPPENINGS

The Martin Meylin Student Council worked closely with their advisor, Mr. Leone, on planning and executing the annual Valentine's Dance. The event was held on Friday, February 10th in the Martin Meylin Gymnasium. A King and Queen of Hearts were crowned during the dance. The King and Queen court was nominated by their peers.

Every Martin Meylin student was given the opportunity to cast their ballot for the King and Queen that they felt personified kindness, gratitude, and a big heart. Members of this year's court were: Kylee Diffendall, Rylee Diem, Brianna Howse, Navaeh Shover, Brady Christensen, Cooper Hillen, Aaron Poole, and Trent Royer. This year's winners were Brady Christensen and Navaeh Shover!

#### **E. UPCOMING DATES**

March 7	Band Concert, 7:00 p.m., Performing Arts Center
March 13	Orchestra Concert, 7:00 p.m., Performing Arts Center
March 16	Chorus Concert, 7:00 p.m., Performing Arts Center
March 17	Weather Make-up Day #2

### **HANS HERR ELEMENTARY SCHOOL – Dr. Jeffrey T. Smecker, Principal**

#### **A. HANS HERR 5TH GRADERS ENGAGED WITH TROUT IN THE CLASSROOM**

Over the past five years, the Trout in the Classroom partnership between the Hans Herr 5th grade team and Donegal Trout Unlimited has continued to grow. This year, all five science teachers have tanks in their classrooms meaning that all fifth grade students will have the opportunity to care for trout while learning about cold water conservation. Additionally, the team has expanded their partnerships to include the Lancaster County Park Environmental Services and the Chesapeake Bay Foundation.

On January 10th, roughly 750 Rainbow Trout eggs arrived and were placed inside a basket in each tank. The tanks were covered in foam board to keep out light due to sensitivity in the egg and sac fry stages of development. Once the trout reach the swim fry stage of growth, the foam board will be removed. From that point, students will be able to watch as the trout continue to grow into fingerlings.

As part of their cold water conservation studies, students are responsible for monitoring the trout numbers/size, water temperature, water clarity, water quality (nitrogen levels, pH levels, and ammonia levels), and the functioning of the tank equipment. Students are also responsible for feeding the trout throughout the day and water changes.

On May 24th and May 25th, the entire 5th grade team will go on a field trip to the Millport Conservancy to release the trout into Lititz Run. Through their conservation partnerships, as well as LS staff, students will engage in a full day of outdoor learning activities including stream studies, quality testing of stream water, macro diet investigation, invasive species studies, Gytaku fish printing, planting seedlings for local riparian buffer projects, playing food chain tag, "We all live downstream" enviroscape experience, and fly fishing lessons!

#### **B. MENTORING PROGRAM**

The members of the Hans Herr Continuum of Support Team developed a Mentoring Program for students. Hans Herr team members have volunteered their time to focus on an individual student in need. To begin the process, the team matched nineteen students with an individual Hans Herr team member. Mentors and mentees will informally meet each week for a minimum of 15 minutes. This may happen all at once or be broken up into multiple shorter visits. Mentors will work with mentees to develop and work toward a single goal. We are hoping to have a culminating activity for all mentors and mentees towards the end of the school year. We are excited to provide another level of support to help meet the social and emotional needs of our students.

#### **C. HANS HERR STUDENTS AND SSD EAGLE TO STAR IN ANNIE**

Before Thanksgiving, auditions for third grade girls were held to pick additional orphans for the high school's production of *Annie*. Two girls were selected to play specific roles - Adellina Donaldson as Molly and McKenna Smith as Kate. Mia Duong and Aria Leon were chosen as additional orphans. These girls have been attending daily rehearsal with the high school cast, learning songs and dance routines. The final cast member joined rehearsals the week of February 13th and is already stealing the show. Eagle will be playing Sandy- Annie's lovable stray. The cast will be sharing a teaser on Monday, February 27th with Hans Herr and Lampeter Elementary students, and the show will run March 2nd through 4th.

#### **D. COLLABORATIVE THIRD GRADE ART PIECE AT HANS HERR**

In the fall of this year, Mrs. Laur-Stauffer presented third grade students with the story *The Dot* by Peter H. Reynolds. The story is about a little girl named Vashti who believes she cannot draw. She draws a single dot and her teacher praises her beautiful work. Inspired, Vashti draws more and more dots, learns to believe in herself as an artist, and inspires others to believe in themselves too. Each 3rd grade student was given a palette of colors

and was encouraged to make dots of any size and style. Mrs. L-S took all of the dots and created a beautiful mural on the wall of Hans Herr in the front 3rd grade lobby. Stop in to see this beautiful collaborative piece.



## **LAMPETER ELEMENTARY SCHOOL – Dr. Michele B. Westphal, Principal**

### **A. 100TH and 101ST DAY ACTIVITIES AT LAMPETER ELEMENTARY SCHOOL**

The teachers and staff continue to find ways to celebrate the teaching and learning happening at Lampeter Elementary School. This year, classes celebrated the 100th Day of School and/or the 101st Day of school. Beyond being grateful for being in school for all of those days, some of the students came to school wearing hats or t-shirts decorated with 100 items of their choosing to celebrate the day. Some of the first grade classes decided to celebrate the 101st day of school by dressing like Dalmatians. A wide variety of activities were held throughout the building on both days of school, as students counted to 100 or 101 in many different ways. Fun and educational celebrations were enjoyed by all!

### **B. PTO BOOK SWAP**

Students and families brought books to school in January, and the PTO organized all of the books into themed collections for the students to view. Each student in the school was able to select at least one book, and those who donated books were able to select books proportionate to the number of books donated. On the final day of book swap, students have the option to buy up to 12 books for \$.25 each if there are titles that they are still interested in purchasing. All of the students were thrilled to be able to take new books home to enjoy.

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

### **A. POWERSCHOOL MEETING**

Mr. Griscom and Mrs. Wolgemuth met with a new PowerSchool account representative to discuss various challenges, including state compliance with the health module, shortcomings in the transportation screens, access to consistent support, and various miscellaneous issues related to mobile access and custom fields. While there wasn't a clear answer to any of these issues, we were promised more regular communication regarding issues, as well as a quarterly meeting with our account rep to discuss progress.

### **B. VULNERABILITY SCANS**

As part of the department's goal to bolster security, we began evaluating companies that offer pen testing and vulnerability scans. Using various techniques, the selected vendor will simulate hacking events and provide a comprehensive report that shows the strengths and weaknesses of the District's infrastructure, as well as its access to end-user devices. The process is not meant to take anything offline, but should still produce enough details to show the impact if a task had been fully executed. The expectation is that this process will take place in the spring because it's important to run such an event when students and staff are on-site using the network, servers, etc.

### **C. SERVICE DESK EVALUATION**

The department recently spent a morning evaluating new support desk options. While the current software has been satisfactory, it does not have a robust mobile application. Additionally, it was not designed for the unique challenges involved with supporting a 1:1 device program. The products that were evaluated provide strong inventory management tools, invoice tracking, parts management, and the ability to disable a device from one central interface. If the exploration of these products continues to go well, the hope is for a staging site in the spring and go-live in the summer.

## **FOR BOARD ACTION**

### **PERSONNEL COMMITTEE**

#### **1. RECOMMENDATION FOR APPROVAL OF RESIGNATIONS**

Recommend the approval of resignations from the following individuals:

- a. Annmarie T. Driscoll, kitchen helper, Lampeter Elementary School, effective at the end of the 2022-2023 school year.
- b. Charles H. Lambert, English language arts teacher, Martin Meylin Middle School, effective on the last contractual day of the 2022-2023 school year.
- c. Jacqueline M. Maule, van driver, Lampeter-Strasburg School District, and kitchen helper, Hans Herr Elementary School, effective March 9, 2023.
- d. Kerri J. Pletcher, special education teacher assistant, Hans Herr Elementary School, retroactively effective to February 28, 2023.
- e. Jacqueline A. St. John, Spanish teacher, Lampeter-Strasburg High School, effective on the last contractual day of the 2022-2023 school year.
- f. Katherine E. Tyson, kitchen helper, Martin Meylin Middle School, effective March 9, 2023.
- g. Cynthia A. Watterson, library assistant, Lampeter-Strasburg High School, effective December 31, 2023.

#### **2. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – SUPPORT**

Recommend the approval of employment of Kimberly A. Schoff as a special education teacher assistant at Martin Meylin Middle School retroactively effective to February 21, 2023. Ms. Schoff will become a category D support employee and will be compensated \$15.00 per hour.

#### **3. RECOMMENDATION FOR APPROVAL OF CHANGE OF STATUS**

Recommend the approval of a change of employment status for the following individuals:

- a. Jennifer M. Rimert, long term substitute school nurse, Lampeter-Strasburg High School. Ms. Rimert will become a temporary professional employee assigned as school nurse at Lampeter-Strasburg High School retroactively effective to December 1, 2022. Her annual compensation will be \$60,043 based upon Step 2, Level B of the District compensation agreement.
- b. Stacy M. Zweizig, kitchen helper, Martin Meylin Middle School. Ms. Zweizig will become assistant kitchen manager at Martin Meylin Middle School retroactively effective to February 21, 2023. She will become a category C support employee and will be compensated at \$15.57 per hour.

#### **4. RECOMMENDATION FOR APPROVAL OF ADDITIONAL ASSIGNMENT**

Recommend the approval of an additional assignment for Lyndsey M. Keener, special education teacher (50%), Lampeter Elementary School. Ms. Keener will have the additional assignment of two hours per day as extended substitute special education teacher at Hans Herr Elementary School retroactively effective to February 13, 2023, through on or about March 3, 2023. Ms. Keener will have an additional daily rate of \$100.93 based upon Step 8, Level M of the District compensation agreement.

#### **5. RECOMMENDATION FOR APPROVAL OF BEFORE-SCHOOL/AFTER-SCHOOL NURSE**

Recommend the approval of Pamela S. Fliegel as a before-school/after-school nurse retroactively effective to February 14, 2023. Ms. Fliegel will be compensated at \$25 per hour for this assignment.

#### **6. RECOMMENDATION FOR APPROVAL OF LEAVES OF ABSENCE**

Recommend the approval of a leave of absence for the following individuals:

- a. Rhiannon J. Appelgrijn, Title I reading assistant, Martin Meylin Middle School, retroactively effective to February 23, 2023, through on or about April 6, 2023.

- b. Emily A. Lebo, speech teacher, Lampeter Elementary School, a partial leave of absence retroactively effective to February 20, 2023, through the end of the 2022-2023 school year.
- c. Erica N. Musser, special education teacher, Hans Herr Elementary School, from February 13, 2023, through on or about March 1, 2023.
- d. Allison L. Rehm, athletic trainer, Lampeter-Strasburg School District, from on or about August 28, 2023, through November 28, 2023.

#### **7. RECOMMENDATION FOR APPROVAL OF A SABBATICAL LEAVE OF ABSENCE**

Recommend the approval of a half-year, half-pay sabbatical leave of absence for Angela M. Depew, English language arts/Gifted teacher, Lampeter-Strasburg High School, for the first semester of the 2023-2024 school year.

#### **8. RECOMMENDATION FOR APPROVAL OF A CORRECTION TO A LEAVE OF ABSENCE**

Recommend the approval of a correction to a leave of absence extension for Erica White, science teacher, Lampeter-Strasburg High School. The extension to the leave of absence for Ms. White will go through on or about March 24, 2023.

#### **9. RECOMMENDATION FOR APPROVAL OF SUPPLEMENTAL CONTRACTS**

Recommend the approval of a 2022-2023 supplemental contract to be awarded to John Achille, Lacrosse – Girls – 1st Assistant – 70%, \$3,152.87.

#### **10. RECOMMENDATION FOR APPROVAL OF SUBSTITUTES**

Recommend the approval of 2022-2023 substitutes in their respective capacities, as follows:

##### Certified Substitutes

Brown, Kayla J.  
Smith, Jessica N.  
Taylor, Brittney J.  
Tucci, Amanda M.  
Williamson, Annie V.

English – Millersville Student  
Grades PK-4; Special Education K-8 – Millersville Student  
Grades PK-4 – Lancaster Bible College Student  
Grades PK-4 – Millersville Student  
Art – Millersville Student

##### Support Staff Substitutes

Heyser, William M.  
Maule, Jacqueline M.  
Pickel, Connie L.

#### **11. RECOMMENDATION FOR APPROVAL OF VOLUNTEERS**

Recommend the approval of the following individuals as 2022-2023 volunteers:

Long, Jacob T.  
Martin, Anita K.

### **ACADEMIC COMMITTEE**

#### **12. DISCUSSION AND RECOMMENDATION FOR APPROVAL OF CONTRACT OF SERVICES WITH HARRIS EDUCATION SOLUTIONS**

Dr. Godfrey will lead a discussion and possible recommendation for approval of a contract of services with Harris Educational Solutions for software and services related to curriculum and assessment services, and student achievement data management, as posted.

#### **13. RECOMMENDATION FOR APPROVAL OF SPECIAL EDUCATION PLAN**

Recommend the approval of the Lampeter-Strasburg Special Education Plan. This plan is due every three years. In past years, the plan was approved along with the District comprehensive plan, but is now off cycle because it was not delayed in 2020 during the COVID shutdown.

#### **14. RECOMMENDATION FOR APPROVAL OF POLICIES (FIRST READING)**

Recommend the approval of updated and new policies (first reading), as follows and as posted:

- a. Policy 137 Home Education Program
- b. Policy 137.1 Extracurricular Participation by Home Education Students
- c. Policy 137.2 NEW Participation in Cocurricular Activities and Academic Courses by Home Education Students
- d. Policy 137.3 NEW Participation in Career and Technology Education Programs by Home Education Students

#### **MISCELLANEOUS**

#### **15. RECOMMENDATION FOR APPROVAL OF FIELD TRIPS**

Recommend the approval of overnight field trips, as follows and as posted:

- a. Lampeter-Strasburg High School Garden Spot FFA, State Legislative Leadership Conference, Harrisburg, PA, from March 26 to 28, 2023.
- b. Lampeter-Strasburg High School Spanish students, Spain, dates to be determined for June, 2024, as posted.

#### **16. RECOMMENDATION FOR APPROVAL OF 2023 GRADUATION DATE**

Recommend the approval of Friday, June 2, 2023, as the graduation date for the Class of 2023.

#### **FOR BOARD INFORMATION**

- 1. The Buildings and Grounds Committee will be meeting on Monday, March 20, 2023, at 6:00 p.m.
- 2. The Board Workshop will be held on Monday, March 20, 2023, at 7:30 p.m.
- 3. The Academic Committee will be meeting on Monday, April 3, 2023, at 6:30 p.m.
- 4. The next meeting of the Board will be held on Monday, April 3, 2023, at 7:30 p.m.

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
February 6, 2023

President Melissa S. Herr called the meeting to order at 7:32 p.m. and opened the meeting with the pledge of allegiance and a moment of silence.

PRESENT: Board Members, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mrs. Suzanne S. Knowles, Ms. Kelly A. Osborne, Mr. Matthew E. Parido, Mrs. Audra R. Spahn, Mrs. Kari A. Steinbacher, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Amanda M. Allison; Administrators, Mrs. Karen L. Staub, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Mrs. Eva G. Seckman, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal, Dr. Branden M. Lippy; Administrative Assistant, Mrs. Mary E. Williams; Student Representatives, Miss Maggie Swarr and Miss Lauren Livengood; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Byrnes moved and Mr. Welk seconded the motion to approve the Minutes of the regularly scheduled meetings on January 2 and January 17, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mrs. Spahn and Mrs. Kowitz recognized January Students of the Month from Martin Meylin Middle School.

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

Mr. Stoltzfus recognized student Spencer Swarr for his work taking pictures of the construction progress for the Early Childhood/Kindergarten Center project.

Dr. Peart recognized Hans Herr Elementary students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Dennes, Denise R. – a letter of resignation.
2. Henry, Dana L. – a letter of resignation.
3. Hess, Shawna N. – a letter of resignation.
4. White, Erica L. – a letter requesting an extension to a leave of absence.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Spahn moved and Mrs. Knowles 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 \$3,566,212.46, Cafeteria Fund checks in the amount of \$127,287.28, High School Athletic Fund checks in the amount of \$3,576.60, Capital Reserve Fund checks in the amount of \$41,671.34, Capital Projects Fund checks in the amount of \$1,445,007.28, and Athletic Account Officials in the amount of \$6,152.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

Mr. Parido reported on the Academic Committee held earlier in the evening.



BUILDINGS AND GROUNDS COMMITTEE – Mr. James H. Byrnes Chairperson

Dr. Peart reported on the Buildings and Grounds Committee meeting from January 17, 2023.

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

Mrs. Herr reported that one Board of Review took place on January 17, 2023, and recommended the ratification of the Board of Review decision.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr shared that the Finance Committee will be meeting on February 13, 2023.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee met this evening and recommends all agenda items for approval.

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

Dr. Godfrey reported on Title I and Federal programs.

STUDENT REPRESENTATIVES – Miss Maggie Swarr, Miss Lauren Livengood

Miss Livengood reported on events at Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Miss Swarr reported on events at Lampeter-Strasburg High School.

APPROVAL OF RESIGNATIONS

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

- a. Denise R. Dennes, kitchen manager, Lampeter-Strasburg High School, retroactively effective to February 3, 2023.
- b. Dana L. Henry, special education teacher assistant, Martin Meylin Middle school, retroactively effective to January 25, 2023.
- c. Shawna N. Hess, van driver, Lampeter-Strasburg School District, retroactively effective to January 9, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the employment of Lauren B. Ambrosino as a special education teacher assistant at Lampeter-Strasburg High School retroactively effective to January 20, 2023. Ms. Ambrosino will become a category C support employee and will be compensated \$15.00 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve a change of status for Amber D. Zimmerman, assistant kitchen manager, Martin Meylin Middle School. Ms. Zimmerman will become kitchen manager at Lampeter-Strasburg High School retroactively effective to February 3, 2023. She will remain a category C support employee and will be compensated at \$17.75 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve an extension to a leave of absence for Erica L. White, science teacher, Lampeter-Strasburg High School, through March 20, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SUPPLEMENTAL CONTRACTS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve a 2022-2023 supplemental contract addition in the amount of \$202.00 for Taylor Garraffa, Girls Soccer Coach.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF 2023-2024 COACHES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve new head coaches for the 2023-2024 season, as follows:

- a. Calvin E. Esh                      Varsity Cross Country Coach
- b. Samantha J. Snyder              Varsity Field Hockey Coach

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF BEFORE SCHOOL/AFTER SCHOOL READING AND MATH INSTRUCTORS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve before school/after school reading and math instructors at \$25 per hour, as follows:

Bresch, Jamie L.  
Brubaker, Michelle T.  
Dodson, Jo Carole  
Eshleman, Isaiah S.  
Heyser, Holly A.  
Konkle, Janelle  
Lovern, Jamie  
Stutzman, James A.  
Weaver, Cheryl R.  
Zettlemoyer, Courtney A.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SUBSTITUTES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve 2022-2023 substitutes, as follows:

##### Emergency Certified Substitutes

Appelgrijn, Rhiannon J.	All Instructional Areas PK-12
Cox, Heidi L.	All Instructional Areas PK-12
Gingerich, Mary E.	All Instructional Areas PK-12
Hummel, Kirk E.	All Instructional Areas PK-12
Kieffer, Margaret M.	All Instructional Areas PK-12

##### Support Staff Substitutes

Hess, Shawna N.  
Weaver, Cheryl R.  
Woodruff, Michael L.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF VOLUNTEER

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the following individuals as 2022-2023 volunteers:

Book, Ty M.  
Kann, Kimberly S.  
Snyder, Matthew T.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF A RESOLUTION FOR BUSINESS MANAGER CONTRACT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a resolution to notify the District Business Manager, Mr. Keith A. Stoltzfus, that the Board of School Directors intends to retain him for a further term of five years.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF IU13 IDEA PART B USE OF FUNDS AGREEMENT

Mrs. Knowles moved and Mrs. Spahn seconded the motion to approve the IU13 IDEA Part B Use of Funds Agreement for the 2022-2023 school year. Note that these are strictly pass-through funds from the Commonwealth of Pennsylvania through the IU13 to Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SPECIAL EDUCATION CONTRACT WITH PEQUEA VALLEY SCHOOL DISTRICT

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve a 2022-2023 special education contract with Pequea Valley School District to provide special education services for two Pequea Valley students attending Life Skills programs at the Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF A CHANGE ORDER FOR CRITICAL CAPITAL PROJECTS

Mr. Welk moved and Mrs. Knowles seconded the motion to approve the following change order for the Early Childhood/Kindergarten Center Project:

Jay R. Reynolds, Inc.	Change Order PC#1	Add \$3,641.00	Add gas regulator to reduce pressure from 2PSI to 14" water column
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A voice vote was unanimous in favor of the motion.

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve the following change order for the Early Childhood/Kindergarten Center Project:

Add 20 days to the contract time at zero cost due to actual adverse weather delay days in excess of contracted anticipated weather delay days from Notice to Proceed (NTP) to December 31, 2022, as follows:

Jay R. Reynolds, Inc.	Change Order PC #2
eci Construction, LLC	Change Order GC #4
McCarty & Sons, Inc.	Change Order EC #1
Frey Lutz Corp.	Change Order MC #1

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF A MEMORANDUM OF UNDERSTANDING AND TRANSPORTATION PLAN FOR STUDENTS LIVING IN FOSTER CARE

Mr. Welk moved and Mr. Knarr seconded the motion to approve a memorandum of understanding and transportation plan with Lancaster County Children and Youth to provide transportation for students living in foster care, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

#### RATIFICATION OF BOARD OF REVIEW DECISION

Mr. Byrnes moved and Mr. Parido seconded the motion to ratify the Board of Review decision of January 17, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF FIELD TRIP

Mrs. Spahn moved and Mrs. Knowles seconded the motion to approve an overnight field trip for the Garden Spot FFA to attend the ACES Leadership Conference at the Sheraton Hotel in Harrisburg, PA, from February 18 to 19, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF 2023-2024 SCHOOL CALENDAR

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve the 2023-2024 school calendar, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

#### NEW BUSINESS

Mrs. Herr shared that the Board has established a date for their Board Retreat.

#### OPPORTUNITY FOR PUBLIC COMMENT

No comment.

#### MEETING ADJOURNED

The meeting was properly adjourned at 8:15 p.m.

Mary E. Williams  
Secretary

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
February 21, 2023

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

PRESENT: Board Members, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mrs. Suzanne S. Knowles, Ms. Kelly Osborne, Mr. Matthew E. Parido, Mrs. Audra R. Spahn, Mrs. Kari A. Steinbacher, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Administrative Assistant, Mrs. Mary E. Williams; Hans Herr Elementary School Principal, Dr. Jeffrey Smecker; Program Specialist, Christi Henry; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT REGARDING AGENDA ITEMS

No comment.

PRESENTATION ON HANS HERR ELEMENTARY SCHOOL INITIATIVES

Dr. Smecker presented information on Hans Herr Elementary School initiatives and progress toward comprehensive planning goals.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH EXCENTIA HUMAN SERVICES

Mr. Byrnes moved and Mr. Welk seconded the motion to approve a special education services contract with Excentia Human Services.

A voice vote was in favor of the motion.

APPROVAL OF CHANGE ORDER FOR THE EARLY CHILDHOOD/KINDERGARTEN CENTER PROJECT

Mr. Byrnes moved and Mr. Knarr seconded the motion to approve the following change order for the Early Childhood/Kindergarten Center project:

a. eciConstruction, LLC	Change Order GC #6	Add \$403.00	Signage Changes
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A voice vote was in favor of the motion.

APPROVAL OF CHANGE ORDERS FOR CRITICAL CAPITAL PROJECTS

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve change orders for the high school roof replacement, as follows:

a. Jay R. Reynolds, Inc.	Change Order PC #3	Add \$6,981.00
b. eciConstruction, LLC	Change Order GC #5	Add \$170,587.00

A voice vote was in favor of the motion.

DISCUSSION OF OFFERS AND ACCEPTANCE OF AGREEMENT FOR SALE OF STRASBURG ELEMENTARY

Mr. Stoltzfus led a discussion of offers for Strasburg Elementary.

An opportunity for public comment was provided with the following individuals providing comment:

Carole Reed, Strasburg, regarding the sale of Strasburg Elementary.

Ben King, representing a company that submitted an offer for the purchase of Strasburg Elementary, regarding the sale of Strasburg Elementary.

Toni Warner, Strasburg, regarding the sale of Strasburg Elementary.

Thereafter, Mr. Knarr made a motion to accept the agreement of sale of Strasburg elementary from Offer #1 as presented. Further discussion took place which resulted in Mr. Knarr withdrawing his motion.

Thereafter, Mr. Parido made a motion to approve the acceptance of agreement of sale from offer #1 with doubling the proposed deposit and eliminating lines 489-491 in reference to removing the oil tank. Mr. Welk seconded the motion.

A roll call vote was 8:1:0 in favor of the motion. Mrs. Osborne objected the motion.

APPROVAL OF THE SCHOOL AGE CHILD CARE (SACC) HOURLY TUITION RATE FOR THE 2023-2024 SCHOOL YEAR

Mr. Parido moved and Mrs. Spahn seconded the motion to approve the hourly rate for School Age Child Care (SACC) to \$5.25 for the 2023-2024 school year.

A voice vote was in favor of the motion.

DISCUSSION OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Dr. Peart led a discussion on the PSBA Principle for Governance and Leadership: Plan thoughtfully.

OPPORTUNITY FOR PUBLIC COMMENT

Ben King, representing a company that submitted an offer for the purchase of Strasburg Elementary, regarding the sale of Strasburg Elementary.

Carole Reed, Strasburg, regarding the sale of Strasburg Elementary.

Toni Warner, Strasburg, regarding the sale of Strasburg Elementary.

MEETING ADJOURNED

The meeting was properly adjourned at 9:01 p.m.

Mary E. Williams  
Secretary

LAMPETER-STRASBURG SCHOOL DISTRICT  
Lampeter, Pennsylvania 17537  
March 6, 2023

Communications

1. Appelgrijn, Rhiannon J. – a letter requesting a leave of absence.
2. Depew, Angela M. – a letter requesting a sabbatical leave of absence.
3. Driscoll, Annmarie T. – a letter of retirement.
4. Lambert, Charles H. – a letter of retirement.
5. Lebo, Emily A. – a letter requesting a leave of absence.
6. Maule, Jacqueline M. – a letter of resignation.
7. Musser, Erica N. – a letter requesting a leave of absence.
8. Pletcher, Kerri J. – a letter of resignation.
9. Rehm, Allison L. – a letter requesting a leave of absence.
10. St. John, Jacqueline A. – a letter of retirement.
11. Tyson, Katherine E. – a letter of resignation.
12. Watterson, Cynthia A. – a letter of retirement.

**LAMPETER-STRASBURG SCHOOL DISTRICT**

Monthly Board Balance Sheet Report

March 7, 2023

	<b>Year-To-Date Balance</b>
<b>Assets</b>	
Cash and Investments	25,144,148.41
Petty Cash	450.00
Interest Receivable	-
Taxes Receivable	271,552.95
Uncollectable Taxes	-
Interfund Accounts Receivable	-
Intergovernmental Accounts Receivable	1,249.87
State Subsidies Receivable	-
Federal Subsidies Receivable	2,679.44
Prepaid Expenses	-
Other Accounts Receivable	-
Inventories	68,449.36
<b>Total Assets:</b>	<u><u>25,488,530.03</u></u>
<b>Liabilities</b>	
Interfund Accounts Payable	-
Other Accounts Payable	(6,538.39)
Accounts Payable - Scholarships	(969.77)
Intergovernmental Accounts Payable	-
Accrued Salaries and Benefits	(3,759,511.53)
Payroll Payables	(415,559.38)
Deferred Revenue	(271,552.95)
Prepaid Revenue	(24,004.24)
<b>Total Liabilities:</b>	<u><u>(4,478,136.26)</u></u>
<b>Net Assets</b>	
Assigned Fund Balance	(3,237,857.56)
Fund Balance Reserved for Debt	-
Reserve for Inventories	(68,449.36)
Unassigned Fund Balance	(6,506,521.80)
Reserve for Encumbrances	(206,825.55)
Encumbered for Appropriated Expenses	(10,990,739.50)
<b>Total Net Assets:</b>	<u><u>(21,010,393.77)</u></u>
<b>Total Liabilities and Net Assets:</b>	<u><u>(25,488,530.03)</u></u>



**LAMPETER-STRASBURG SCHOOL DISTRICT**

## Financial Comparison Report

March 7, 2023

	<u>Revenue</u>	<u>Expenditures</u>	<u>Surplus/Loss</u>
Year 2022-23 Budget	57,501 =====	58,302 =====	(801) =====
Year-to-Date Actual (250 Days)	49,032	37,834	11,198
Prior Year-to-Date Actual (251 Days)	45,242	36,550	8,692
Year-to-Date Increase (Decrease)	3,790	1,284	2,506
% Change - Current vs. Prior YTD Over (Under)	8.4%	3.5%	28.8%
Year-to-Date Actual as % of 2022-23 Budget	85.3%	64.9%	-----
Prior Year-to-Date Actual as % of 2021-22 Budget	81.6%	64.2%	-----

(\$ in Thousands)

**LAMPETER-STRASBURG SCHOOL DISTRICT**

**INVESTMENTS - General Fund**

As of March 1, 2023

Description	Est. % Yield	Date of Purchase	Date of Maturity	Balance	Interest Year-to-Date	Investment Closed
Truist Accounts	2.70	n/a	n/a	2,556,339.78	89,187.87	
PSDLAF MAX Accounts	4.391	n/a	n/a	879,416.49	19,958.34	
PSDLAF Treasury Bill	3.449	9/16/2022	2/16/2023	-	71,251.25	X
Truist Securities	4.14	n/a	n/a	139,301.76	1,842.28	
Univest Account	4.75	n/a	n/a	15,094,438.45	84,031.10	
<u>Truist Securities:</u>						
FHLB Bond	0.750	9/30/2020	9/30/2026	1,154,533.10	4,987.50	
Federal Farm Credit Bank Bond (2 purchases)	0.680	10/14/2020	7/14/2026	1,686,836.25	13,158.00	
Federal Agric Mtg Corp	1.300	10/23/2020	7/22/2030	785,850.00	13,000.00	
Federal Farm Credit Bank Bond	0.600	10/22/2020	4/22/2026	438,380.00	1,500.00	
Federal Farm Credit Bank Bond (2 purchases)	0.740	10/22/2020	1/22/2027	1,720,940.00	14,800.00	
FHLMC Note	1.000	10/27/2020	10/27/2028	775,466.00	4,750.00	
FHLMC Note	0.625	10/28/2020	4/15/2026	878,150.00	3,125.00	
FNMA Note	1.000	10/29/2020	1/29/2029	804,010.00	10,000.00	
Bank of India New York Branch CD	0.300	12/20/2021	12/16/2022	-	96.00	X
Total					331,687.34	

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

# BOARD SUMMARY

Fund: 10 - General Fund    Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
<b>1100 REG PROG ELEMEN/SECOND</b>						
100 PERSONNEL EMPL SALARIES	13,625,446.00	13,625,446.00	0.00	7,256,985.79	6,368,460.21	53.26
200 PERSONNEL EMPL BENEFITS	9,586,449.00	9,586,449.00	0.00	3,702,253.55	5,884,195.45	38.62
300 PURCH PROF & TECH SERVICES	263,675.00	263,675.00	0.00	78,342.53	185,332.47	29.71
400 PURCHASED PROPERTY SVCS	95,900.00	95,900.00	198.00	45,775.30	49,926.70	47.94
500 OTHER PURCHASED SERVICES	779,187.00	779,187.00	6,286.10	417,658.97	355,241.93	54.41
600 SUPPLIES	404,507.00	404,507.00	14,846.72	321,697.46	67,962.82	83.20
700 PROPERTY	7,900.00	7,900.00	6,575.00	7,646.60	(6,321.60)	180.02
800 OTHER OBJECTS	100.00	100.00	0.00	425.00	(325.00)	425.00
<b>Totals for 1100s</b>	24,763,164.00	24,763,164.00	27,905.82	11,830,785.20	12,904,472.98	47.89
<b>1200 SPEC PROG ELEMEN/SECOND</b>						
100 PERSONNEL EMPL SALARIES	3,519,707.00	3,519,707.00	0.00	1,973,092.65	1,546,614.35	56.06
200 PERSONNEL EMPL BENEFITS	2,548,165.00	2,548,165.00	0.00	983,589.29	1,564,575.71	38.60
300 PURCH PROF & TECH SERVICES	1,943,353.00	1,943,353.00	0.00	1,580,711.20	362,641.80	81.34
400 PURCHASED PROPERTY SVCS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
500 OTHER PURCHASED SERVICES	1,376,761.00	1,376,761.00	0.00	588,319.79	788,441.21	42.73
600 SUPPLIES	6,450.00	6,450.00	420.72	6,355.96	(326.68)	105.06
800 OTHER OBJECTS	4,000.00	4,000.00	0.00	2,800.00	1,200.00	70.00
<b>Totals for 1200s</b>	9,400,436.00	9,400,436.00	420.72	5,134,868.89	4,265,146.39	54.63
<b>1300 VOCATIONAL EDUCATION</b>						
100 PERSONNEL EMPL SALARIES	147,632.00	147,632.00	0.00	81,529.98	66,102.02	55.23
200 PERSONNEL EMPL BENEFITS	104,460.00	104,460.00	0.00	35,262.74	69,197.26	33.76
400 PURCHASED PROPERTY SVCS	90,490.00	90,490.00	0.00	67,473.63	23,016.37	74.56
500 OTHER PURCHASED SERVICES	610,118.00	610,118.00	98.00	423,861.72	186,158.28	69.49
600 SUPPLIES	9,000.00	9,000.00	0.00	6,397.64	2,602.36	71.08
<b>Totals for 1300s</b>	961,700.00	961,700.00	98.00	614,525.71	347,076.29	63.91
<b>1400 OTHER INSTRUCTION PROG</b>						

## BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

### Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
100 PERSONNEL EMPL SALARIES	142,266.00	142,266.00	0.00	141,278.71	987.29	99.31
200 PERSONNEL EMPL BENEFITS	94,654.00	94,654.00	0.00	59,791.12	34,862.88	63.17
300 PURCH PROF & TECH SERVICES	45,530.00	45,530.00	0.00	101,778.53	(56,248.53)	223.54
500 OTHER PURCHASED SERVICES	65,543.00	65,543.00	0.00	50,182.68	15,360.32	76.56
600 SUPPLIES	1,600.00	1,600.00	671.48	2,009.38	(1,080.86)	167.55
<b>Totals for 1400s</b>	349,593.00	349,593.00	671.48	355,040.42	(6,118.90)	101.75
<b>1500 NONPUBLIC SCHOOL PGMS</b>						
300 PURCH PROF & TECH SERVICES	0.00	0.00	0.00	8,347.86	(8,347.86)	0.00
600 SUPPLIES	0.00	0.00	8,133.40	10,540.56	(18,673.96)	0.00
<b>Totals for 1500s</b>	0.00	0.00	8,133.40	18,888.42	(27,021.82)	0.00
<b>2100 SUPPORT SVCS - STUDENTS</b>						
100 PERSONNEL EMPL SALARIES	1,372,696.00	1,372,696.00	0.00	784,045.21	588,650.79	57.12
200 PERSONNEL EMPL BENEFITS	930,236.00	930,236.00	0.00	390,833.96	539,402.04	42.01
300 PURCH PROF & TECH SERVICES	34,100.00	30,400.00	0.00	48,671.59	(18,271.59)	160.10
500 OTHER PURCHASED SERVICES	12,400.00	12,400.00	0.00	6,183.75	6,216.25	49.87
600 SUPPLIES	14,613.00	14,613.00	2,061.56	6,773.62	5,777.82	60.46
800 OTHER OBJECTS	1,500.00	1,500.00	0.00	604.84	895.16	40.32
<b>Totals for 2100s</b>	2,365,545.00	2,361,845.00	2,061.56	1,237,112.97	1,122,670.47	52.47
<b>2200 SUPPORT SVCS - INSTR STAFF</b>						
100 PERSONNEL EMPL SALARIES	394,537.00	394,537.00	0.00	236,909.22	157,627.78	60.05
200 PERSONNEL EMPL BENEFITS	505,420.00	505,420.00	0.00	232,053.45	273,366.55	45.91
300 PURCH PROF & TECH SERVICES	53,200.00	53,200.00	0.00	34,430.83	18,769.17	64.72
500 OTHER PURCHASED SERVICES	3,050.00	3,050.00	0.00	829.91	2,220.09	27.21
600 SUPPLIES	34,280.00	37,980.00	2,377.71	12,726.19	22,876.10	39.77
700 PROPERTY	126,563.00	126,563.00	0.00	0.00	126,563.00	0.00
800 OTHER OBJECTS	1,400.00	1,400.00	0.00	1,539.00	(139.00)	109.93
<b>Totals for 2200s</b>	1,118,450.00	1,122,150.00	2,377.71	518,488.60	601,283.69	46.42
<b>2300 SUPPORT SERVICES-ADMIN</b>						

# BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
100 PERSONNEL EMPL SALARIES	1,698,920.00	1,698,920.00	0.00	1,093,003.36	605,916.64	64.34
200 PERSONNEL EMPL BENEFITS	1,160,980.00	1,160,980.00	0.00	563,346.78	597,633.22	48.52
300 PURCH PROF & TECH SERVICES	250,685.00	250,685.00	0.00	126,854.32	123,830.68	50.60
500 OTHER PURCHASED SERVICES	31,150.00	31,150.00	0.00	1,553.31	29,596.69	4.99
600 SUPPLIES	27,818.00	27,818.00	57.70	25,406.96	2,353.34	91.54
800 OTHER OBJECTS	23,650.00	23,650.00	0.00	21,882.53	1,767.47	92.53
<b>Totals for 2300s</b>	3,193,203.00	3,193,203.00	57.70	1,832,047.26	1,361,098.04	57.38
<b>2400 SUPP SVCS-PUPIL HEALTH</b>						
100 PERSONNEL EMPL SALARIES	360,873.00	360,873.00	0.00	202,720.63	158,152.37	56.18
200 PERSONNEL EMPL BENEFITS	250,065.00	250,065.00	0.00	98,663.76	151,401.24	39.46
300 PURCH PROF & TECH SERVICES	6,380.00	6,380.00	0.00	4,391.00	1,989.00	68.82
500 OTHER PURCHASED SERVICES	150.00	150.00	0.00	134.38	15.62	89.59
600 SUPPLIES	15,650.00	15,650.00	252.61	17,984.10	(2,586.71)	116.53
<b>Totals for 2400s</b>	633,118.00	633,118.00	252.61	323,893.87	308,971.52	51.20
<b>2500 SUPP SERVICES-BUSINESS</b>						
100 PERSONNEL EMPL SALARIES	315,610.00	315,610.00	0.00	215,437.29	100,172.71	68.26
200 PERSONNEL EMPL BENEFITS	219,286.00	219,286.00	0.00	106,033.94	113,252.06	48.35
300 PURCH PROF & TECH SERVICES	45,000.00	45,000.00	0.00	14,247.80	30,752.20	31.66
400 PURCHASED PROPERTY SVCS	4,435.00	4,435.00	0.00	4,340.74	94.26	97.87
500 OTHER PURCHASED SERVICES	2,500.00	2,500.00	0.00	899.77	1,600.23	35.99
600 SUPPLIES	5,470.00	5,470.00	0.00	1,300.02	4,169.98	23.77
800 OTHER OBJECTS	900.00	900.00	0.00	0.00	900.00	0.00
<b>Totals for 2500s</b>	593,201.00	593,201.00	0.00	342,259.56	250,941.44	57.70
<b>2600 OPER/MAINT PLANT SVCS</b>						
100 PERSONNEL EMPL SALARIES	1,565,692.00	1,565,692.00	0.00	957,780.18	607,911.82	61.17
200 PERSONNEL EMPL BENEFITS	990,018.00	990,018.00	0.00	443,572.16	546,445.84	44.80
300 PURCH PROF & TECH SERVICES	118,000.00	118,000.00	0.00	51,607.76	66,392.24	43.74
400 PURCHASED PROPERTY SVCS	403,463.00	403,463.00	0.00	303,672.46	99,790.54	75.27

# BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
500 OTHER PURCHASED SERVICES	299,200.00	299,200.00	4,353.44	332,456.78	(37,610.22)	112.57
600 SUPPLIES	728,650.00	728,650.00	4,183.00	575,846.95	148,620.05	79.60
700 PROPERTY	15,355.00	15,355.00	0.00	57,068.92	(41,713.92)	371.66
800 OTHER OBJECTS	223.00	223.00	0.00	195.00	28.00	87.44
<b>Totals for 2600s</b>	4,120,601.00	4,120,601.00	8,536.44	2,722,200.21	1,389,864.35	66.27
<b>2700 STUDENT TRANSPORTATION SVCS</b>						
100 PERSONNEL EMPL SALARIES	208,055.00	208,055.00	0.00	139,081.87	68,973.13	66.85
200 PERSONNEL EMPL BENEFITS	157,369.00	157,369.00	0.00	53,864.88	103,504.12	34.23
300 PURCH PROF & TECH SERVICES	4,500.00	4,500.00	0.00	685.00	3,815.00	15.22
400 PURCHASED PROPERTY SVCS	63,950.00	63,950.00	0.00	30,931.94	33,018.06	48.37
500 OTHER PURCHASED SERVICES	1,462,580.00	1,462,580.00	0.00	783,093.90	679,486.10	53.54
600 SUPPLIES	62,100.00	62,100.00	0.00	35,744.82	26,355.18	57.56
700 PROPERTY	0.00	0.00	0.00	91,560.00	(91,560.00)	0.00
800 OTHER OBJECTS	110.00	110.00	0.00	0.00	110.00	0.00
<b>Totals for 2700s</b>	1,958,664.00	1,958,664.00	0.00	1,134,962.41	823,701.59	57.95
<b>2800 SUPPORT SVCS-CENTRAL</b>						
100 PERSONNEL EMPL SALARIES	530,416.00	530,416.00	0.00	344,847.12	185,568.88	65.01
200 PERSONNEL EMPL BENEFITS	362,687.00	362,687.00	0.00	194,480.28	168,206.72	53.62
300 PURCH PROF & TECH SERVICES	98,550.00	98,550.00	146,544.80	175,601.34	(223,596.14)	326.89
400 PURCHASED PROPERTY SVCS	30,000.00	30,000.00	0.00	24,114.33	5,885.67	80.38
500 OTHER PURCHASED SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
600 SUPPLIES	279,900.00	279,900.00	0.00	226,441.72	53,458.28	80.90
700 PROPERTY	289,437.00	289,437.00	6,087.50	325,934.05	(42,584.55)	114.71
800 OTHER OBJECTS	530.00	530.00	0.00	0.00	530.00	0.00
<b>Totals for 2800s</b>	1,593,520.00	1,593,520.00	152,632.30	1,291,418.84	149,468.86	90.62
<b>2900 OTHER SUPPORT SERVICES</b>						
500 OTHER PURCHASED SERVICES	27,400.00	27,400.00	0.00	26,485.14	914.86	96.66
<b>Totals for 2900s</b>	27,400.00	27,400.00	0.00	26,485.14	914.86	96.66

# BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
<b>3100 Food Service</b>						
100 PERSONNEL EMPL SALARIES	0.00	0.00	0.00	32,584.21	(32,584.21)	0.00
200 PERSONNEL EMPL BENEFITS	0.00	0.00	0.00	13,059.98	(13,059.98)	0.00
<b>Totals for 3100s</b>	0.00	0.00	0.00	45,644.19	(45,644.19)	0.00
<b>3200 STUDENT ACTIVITIES</b>						
100 PERSONNEL EMPL SALARIES	603,256.00	603,256.00	0.00	396,920.94	206,335.06	65.80
200 PERSONNEL EMPL BENEFITS	279,861.00	279,861.00	0.00	148,050.86	131,810.14	52.90
300 PURCH PROF & TECH SERVICES	80,040.00	80,040.00	0.00	67,463.68	12,576.32	84.29
400 PURCHASED PROPERTY SVCS	20,000.00	20,000.00	980.00	15,626.06	3,393.94	83.03
500 OTHER PURCHASED SERVICES	65,760.00	65,760.00	0.00	44,331.57	21,428.43	67.41
600 SUPPLIES	65,500.00	65,500.00	2,318.15	63,562.25	(380.40)	100.58
700 PROPERTY	25,996.00	25,996.00	0.00	25,331.54	664.46	97.44
800 OTHER OBJECTS	14,730.00	14,730.00	0.00	16,276.00	(1,546.00)	110.50
<b>Totals for 3200s</b>	1,155,143.00	1,155,143.00	3,298.15	777,562.90	374,281.95	67.60
<b>3300 COMMUNITY SERVICES</b>						
100 PERSONNEL EMPL SALARIES	0.00	0.00	0.00	16,985.48	(16,985.48)	0.00
200 PERSONNEL EMPL BENEFITS	0.00	0.00	0.00	6,857.77	(6,857.77)	0.00
800 OTHER OBJECTS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
<b>Totals for 3300s</b>	6,000.00	6,000.00	0.00	23,843.25	(17,843.25)	397.39
<b>3400 SCHOLARSHIPS &amp; AWARDS</b>						
800 OTHER OBJECTS	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
<b>Totals for 3400s</b>	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
<b>4600 EXISTING BLDG IMPROVE</b>						
700 PROPERTY	0.00	0.00	0.00	822,486.59	(822,486.59)	0.00
<b>Totals for 4600s</b>	0.00	0.00	0.00	822,486.59	(822,486.59)	0.00
<b>5100 DEBT SVC / OTHER EXP</b>						
800 OTHER OBJECTS	193,757.00	193,757.00	0.00	716,901.67	(523,144.67)	370.00
900 OTHER USES OF FUNDS	1,955,000.00	1,955,000.00	0.00	1,960,000.00	(5,000.00)	100.26

# BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
<b>Totals for 5100s</b>	2,148,757.00	2,148,757.00	0.00	2,676,901.67	(528,144.67)	124.58
<b>5200 FUND TRANSFERS</b>						
900 OTHER USES OF FUNDS	3,431,723.00	3,431,723.00	0.00	2,903,578.00	528,145.00	84.61
<b>Totals for 5200s</b>	3,431,723.00	3,431,723.00	0.00	2,903,578.00	528,145.00	84.61
<b>5800 SUSPENSE ACCOUNT</b>						
200 PERSONNEL EMPL BENEFITS	0.00	0.00	379.66	3,201,146.67	(3,201,526.33)	0.00
<b>Totals for 5800s</b>	0.00	0.00	379.66	3,201,146.67	(3,201,526.33)	0.00
<b>5900 BUDGETARY RESERVE</b>						
800 OTHER OBJECTS	480,000.00	480,000.00	0.00	0.00	480,000.00	0.00
<b>Totals for 5900s</b>	480,000.00	480,000.00	0.00	0.00	480,000.00	0.00
<b>Expenditure Totals</b>	<b>58,301,968.00</b>	<b>58,301,968.00</b>	<b>206,825.55</b>	<b>37,834,140.77</b>	<b>20,261,001.68</b>	<b>65.25</b>
<b>6100 TAXES LEVIED BY THE LEA</b>						
000 000	(4,183,000.00)	(4,183,000.00)	0.00	(2,475,004.20)	(1,707,995.80)	59.17
100 RE TAXES	(37,689,636.00)	(37,689,636.00)	0.00	(37,923,246.34)	233,610.34	100.62
<b>Totals for 6100s</b>	(41,872,636.00)	(41,872,636.00)	0.00	(40,398,250.54)	(1,474,385.46)	96.48
<b>6400 DELINQUENCIES TAXES LEV</b>						
000 000	(500,000.00)	(500,000.00)	0.00	(135,770.70)	(364,229.30)	27.15
<b>Totals for 6400s</b>	(500,000.00)	(500,000.00)	0.00	(135,770.70)	(364,229.30)	27.15
<b>6500 EARNINGS ON INVESTMENTS</b>						
000 000	55,000.00	55,000.00	0.00	74,389.78	(19,389.78)	135.25
<b>Totals for 6500s</b>	55,000.00	55,000.00	0.00	74,389.78	(19,389.78)	135.25
<b>6700 REV FROM STUDENT ACT 000</b>						
000	(104,000.00)	(104,000.00)	0.00	(86,750.84)	(17,249.16)	83.41
<b>Totals for 6700s</b>	(104,000.00)	(104,000.00)	0.00	(86,750.84)	(17,249.16)	83.41
<b>6800 REV FROM INTERMEDIATE</b>						
000 000	(547,733.00)	(547,733.00)	0.00	(179,072.20)	(368,660.80)	32.69
<b>Totals for 6800s</b>	(547,733.00)	(547,733.00)	0.00	(179,072.20)	(368,660.80)	32.69



# BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
<b>6900 OTHER REV FROM LOCAL</b>						
000 000	(61,500.00)	(61,500.00)	0.00	(29,567.80)	(31,932.20)	48.08
<b>Totals for 6900s</b>	(61,500.00)	(61,500.00)	0.00	(29,567.80)	(31,932.20)	48.08
<b>7100 BASIC INSTRUCT &amp; OPER</b>						
000 000	(5,464,870.00)	(5,464,870.00)	0.00	(3,215,438.89)	(2,249,431.11)	58.84
<b>Totals for 7100s</b>	(5,464,870.00)	(5,464,870.00)	0.00	(3,215,438.89)	(2,249,431.11)	58.84
<b>7200 SUBSIDIES SPECIFIC ED PROGS</b>						
000 000	(1,625,000.00)	(1,625,000.00)	0.00	(1,038,500.32)	(586,499.68)	63.91
<b>Totals for 7200s</b>	(1,625,000.00)	(1,625,000.00)	0.00	(1,038,500.32)	(586,499.68)	63.91
<b>7300 SUBSIDIES NON-ED PGMS</b>						
000 000	(1,671,310.00)	(1,671,310.00)	0.00	(1,288,356.37)	(382,953.63)	77.09
<b>Totals for 7300s</b>	(1,671,310.00)	(1,671,310.00)	0.00	(1,288,356.37)	(382,953.63)	77.09
<b>7500 EXTRA GRANTS</b>						
000 000	(281,120.00)	(281,120.00)	0.00	(281,120.00)	0.00	100.00
<b>Totals for 7500s</b>	(281,120.00)	(281,120.00)	0.00	(281,120.00)	0.00	100.00
<b>7800 STATE SHARE FICA/PSERS</b>						
000 000	(4,232,413.00)	(4,232,413.00)	0.00	(606,921.98)	(3,625,491.02)	14.34
<b>Totals for 7800s</b>	(4,232,413.00)	(4,232,413.00)	0.00	(606,921.98)	(3,625,491.02)	14.34
<b>8500 RESTRICT GRANTS-IN-AID</b>						
000 000	(601,800.00)	(601,800.00)	0.00	(419,729.15)	(182,070.85)	69.75
<b>Totals for 8500s</b>	(601,800.00)	(601,800.00)	0.00	(419,729.15)	(182,070.85)	69.75
<b>8700 FEDERAL STIMULUS</b>						
000 000	(593,880.00)	(593,880.00)	0.00	(1,426,616.81)	832,736.81	240.22
<b>Totals for 8700s</b>	(593,880.00)	(593,880.00)	0.00	(1,426,616.81)	832,736.81	240.22
<b>Revenue Totals</b>	<b>(57,501,262.00)</b>	<b>(57,501,262.00)</b>	<b>0.00</b>	<b>(49,031,705.82)</b>	<b>(8,469,556.18)</b>	<b>85.27</b>
<b>Fund 10 Totals</b>						
<b>Total Expenditure</b>	<b>52,241,488.00</b>	<b>52,241,488.00</b>	<b>206,445.89</b>	<b>29,052,514.43</b>	<b>22,982,527.68</b>	<b>56.01</b>

## BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Other Expenditure	6,060,480.00	6,060,480.00	379.66	8,781,626.34	(2,721,526.00)	144.91
Total Revenue	(57,501,262.00)	(57,501,262.00)	0.00	(49,031,705.82)	(8,469,556.18)	85.27
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

## BOARD SUMMARY

Fund: Encumbrances Included

As of: 03/07/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	52,241,488.00	52,241,488.00	206,445.89	29,052,514.43	22,982,527.68	56.01
Total Other Expenditure	6,060,480.00	6,060,480.00	379.66	8,781,626.34	(2,721,526.00)	144.91
Total Revenue	(57,501,262.00)	(57,501,262.00)	0.00	(49,031,705.82)	(8,469,556.18)	85.27
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: 02/08/2023 - 03/07/2023

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

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000119161	02/08/2023	APPLE INC	tech equip		447.00
0000119162	02/08/2023	COMCAST CABLE	additional outlets - HS		53.10
0000119163	02/08/2023	DIRECT ENERGY BUSINESS	ntl gas - fieldhouse	ntl gas - HH water heater	427.78
0000119164	02/08/2023	EPLUS TECHNOLOGY OF PA	ESSER III - wireless upgrade		140,719.80
0000119165	02/08/2023	JW PEPPER & SON INC.	elem band music		101.49
0000119166	02/08/2023	LOSER'S MUSIC	HS vocal music supplies		24.37
0000119167	02/08/2023	STAPLES CREDIT PLAN	maint supplies		30.40
0000119168	02/08/2023	STRASBURG BOROUGH AUTHORITY	water/sewer - SE		812.46
0000119169	02/08/2023	SUBURBAN LANC. SEWER AUTHORITY	sewer usage - campus	sewer usage - admin bldg	3,453.84
0000119170	02/16/2023	CAPP INC	HVAC parts		616.96
0000119171	02/16/2023	CITY OF LANCASTER PA	water usage - campus		1,377.71
0000119172	02/16/2023	CREST/GOOD MFG. CO.	plumbing part		158.20
0000119173	02/16/2023	DIRECT ENERGY BUSINESS	HS water heater	MM water heater	8,423.35
0000119174	02/16/2023	EDWARDS BUSINESS SYSTEMS	HS copier fee	HH copier fee	2,372.86
0000119175	02/16/2023	EXETER SUPPLY CO. INC.	water meter- SE		1,083.88
0000119176	02/16/2023	FRONTIER	district phone charges		1,748.28
0000119177	02/16/2023	GRIZZLY INDUSTRIAL	grinding wheel - wood tech		53.24
0000119178	02/16/2023	JW PEPPER & SON INC.	HH vocal music supplies	HS orchestra music	210.98
0000119179	02/16/2023	LANCASTER-LEBANON INT. UNIT 13	job training at SE		350.00
0000119180	02/16/2023	LEARN WELL SERVICES	hospital tutoring - general ed	hospital tutoring	628.13
0000119181	02/16/2023	MASTERY EDUCATION	ESSER III - before/after school		1,094.73
0000119182	02/16/2023	NATIONAL TICKET CO.	to be reimb - MM Activity Fund		459.97
0000119183	02/16/2023	NOLT'S AUTO PARTS INC	maint supplies		38.24
0000119184	02/16/2023	PENN WASTE INC	district trash removal		6,062.16
0000119185	02/16/2023	PLETCHER JOHN	fire alarm repair		1,500.00
0000119186	02/16/2023	POWER-MAN ELECTRIC INC.	generator annual maintenance		450.00
0000119187	02/16/2023	PPL ELECTRIC UTILITIES	electric transp - campus		3,503.60
0000119188	02/16/2023	PROCISION SERVICES INC.	door repair - high school	door repair - MM	10,449.91
0000119189	02/16/2023	RHOADS ENERGY CORP	diesel fuel - transportation	unleaded gas - transportation	28,387.55
0000119190	02/16/2023	SIEMENS INDUSTRY INC.	fire detector repair - HH		759.00
0000119191	02/16/2023	SIMPLE SOLUTIONS	HH books		300.00
0000119192	02/16/2023	TELE-PEST INC.	LE pest control		52.00
0000119193	02/16/2023	THE CERAMIC SHOP	part for HH art		390.00
0000119194	02/16/2023	TOLEDO PHYS ED SUPPLY	HS phys ed supplies		243.98
0000119195	02/16/2023	UGI UTILITIES INC.	ntl gas transp - HS water heater	ntl gas transp - MM water heater	12,389.47
0000119196	02/16/2023	VERITIV OPERATING COMPANY	can liners		4,845.98

\* - 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:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000119197	02/16/2023	VOYAGER SOPRIS LEARNING	Title I supplies		1,830.40
0000119198	02/16/2023	WALTERS SERVICES INC	portable toilet - athletics		91.71
0000119199	02/23/2023	ADVANCE AUTO PARTS	van 316 brake pads		46.99
0000119200	02/23/2023	AMERICHEM INTERNATIONAL, INC.	roll towels	paper towels	7,982.15
0000119201	02/23/2023	APPEL, YOST & ZEE LLP	legal fees		4,461.00
0000119202	02/23/2023	APPLE INC	tech supplies		180.00
0000119203	02/23/2023	BARLEY SNYDER LLP	legal fees - January		361.80
0000119204	02/23/2023	BTI SCHOOL SERVICES LLC	ESSER III - BCBA	student assistance	17,547.09
0000119205	02/23/2023	CAREER SAFE LLC	OSHA classes & certifications		1,088.00
0000119206	02/23/2023	CM REGENT LLC	Life/LTD - Feb		2,622.55
0000119207	02/23/2023	CORNACK, JULIANNA	speech therapy		210.00
0000119208	02/23/2023	DAUPHIN ELECTRIC SUPPLY	lighting supplies		1,464.21
0000119209	02/23/2023	DICK BLICK	HS art supplies		288.33
0000119210	02/23/2023	EBERSOLE'S VACUUM CLEANER	HH vac repair		56.55
0000119211	02/23/2023	EDWARDS BUSINESS SYSTEMS	print management services		147.39
0000119212	02/23/2023	FEATHERS, AFTIN	parking permit refund		10.00
0000119213	02/23/2023	G.R. MITCHELL INC.	HS wood tech supplies	maint supplies	308.26
0000119214	02/23/2023	GRIZZLY INDUSTRIAL	HS wood tech supplies		54.75
0000119215	02/23/2023	GUYER, JENNA	parking permit refund		10.00
0000119216	02/23/2023	HAJOCA CORPORATION	vo ag supplies	maint supplies	1,037.41
0000119217	02/23/2023	IEHLE ENTERPRISE INC	shirts - custodial		1,173.06
0000119218	02/23/2023	KEENAN ASSOCIATES	express scripts - February		2,543.70
0000119219	02/23/2023	KEYS TEST PREP	ESSER III - reading/math		648.00
0000119220	02/23/2023	KIDSPACE CORPORATION	tutoring		560.00
0000119221	02/23/2023	LA ACADEMIA:	charter school tuition - spec ed	charter school tuition	3,835.40
0000119222	02/23/2023	LAMBERT, KRISTA	parking permit refund		10.00
0000119223	02/23/2023	LANCASTER GENERAL HEALTH	drug screening- employees & random		60.00
0000119224	02/23/2023	LANCASTER GENERAL MEDICAL GROUP	medical services - Feb		4,755.00
0000119225	02/23/2023	LANCASTER-LEBANON INT. UNIT 13	speech, occup & physical therapy - Dec	job training - January	46,161.64
0000119226	02/23/2023	LEAMAN, LAURA	parking permit refund		10.00
0000119227	02/23/2023	LEARN WELL SERVICES	tutoring		50.25
0000119228	02/23/2023	LIEN, MACKENZIE	parking permit refund		10.00
0000119229	02/23/2023	LOWE'S COMPANIES INC	maint supplies		23.60
0000119230	02/23/2023	M J EARL	MM custodial supplies	HS custodial supplies	1,362.55
0000119231	02/23/2023	MCGRAW-HILL LLC	Resurrection - Title I carryover		7,802.79
0000119232	02/23/2023	MENCHEY MUSIC SERVICE INC.	HS band tuba repair	HS band flugelhorn repair	409.85

\* - Non-Negotiable Disbursement

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## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - L-S GENERAL FUND    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000119233	02/23/2023	MOREFIELD COMMUNICATIONS	Cisco subscription		11,603.76
0000119234	02/23/2023	MYERS, ELIJAH	parking permit refund		10.00
0000119235	02/23/2023	NOLT'S AUTO PARTS INC	auto supplies		16.74
0000119236	02/23/2023	OFFICE BASICS INC.	LE copy paper	HH copy paper	3,505.42
0000119237	02/23/2023	PAUL, ALBERT H	HS band supplies		66.00
0000119238	02/23/2023	PMEA	District 7 orchestra		162.00
0000119239	02/23/2023	POWER SPELLING, INC.	HH teaching supplies		232.00
0000119240	02/23/2023	PSBA INSURANCE TRUST	unemployment comp renewal		2,240.00
0000119241	02/23/2023	RODRIGUEZ, THANNIA E.	Title I translations		65.50
0000119242	02/23/2023	SHULTZ TRANSPORTATION COMPANY	transportation - January	fuel cost reduction - January	104,534.39
0000119243	02/23/2023	THE WOOD SHED	MM wood tech supplies		567.80
0000119244	02/23/2023	TRANE U.S. INC.	HVAC part		432.14
0000119245	02/23/2023	VALAREZO, NIOBE	parking permit refund		10.00
0000119246	02/23/2023	WALRATH, EDEN	parking permit refund		10.00
0000119247	02/23/2023	WEINSTEIN SUPPLY CORPORATION	plumbing supplies	maint parts	341.89
0000119248	02/23/2023	WEST LAMPETER TOWNSHIP	resource officer - 4th qtr 2022 billing	1/2 cost of crossing guards - Nov - Jan	29,940.95
0000119249	02/23/2023	ZIMMERMAN'S HARDWARE	LE teaching supplies		53.13
0000119250	02/24/2023	DIRECT ENERGY BUSINESS	electric - campus	electric - SE	20,758.79
0000119251	02/27/2023	ABC-CLIO, LLC.	HS library subscription		100.00
0000119252	02/27/2023	CAPP INC	HVAC parts		766.68
0000119253	02/27/2023	CAROLINA BIOLOGICAL SUPPLY CO.	MM science supplies		120.47
0000119254	02/27/2023	COOPER PRINTING INC.	district newsletters		3,831.18
0000119255	02/27/2023	CREST/GOOD MFG. CO.	plumbing supplies		72.64
0000119256	02/27/2023	DICK BLICK	LE art supplies		597.48
0000119257	02/27/2023	E.M. HERR FARM & HOME SUPPLY	HH custodial supplies	vo ag supplies	145.28
0000119258	02/27/2023	EBERSOLE'S VACUUM CLEANER	HH vac repair	HS vac repair	106.22
0000119259	02/27/2023	EPLUS TECHNOLOGY OF PA	tech equip		48,582.61
0000119260	02/27/2023	EVERYDAY SPEECH LLC	4 teacher subscriptions		1,503.96
0000119261	02/27/2023	G.R. MITCHELL INC.	maint supplies		129.67
0000119262	02/27/2023	H & F TIRE SERVICE	van 315 tires		341.10
0000119263	02/27/2023	HERRING, DAWN	HS piano tuning		135.00
0000119264	02/27/2023	HOOBER INC.	maint supplies		236.24
0000119265	02/27/2023	JOHN E LANDIS INC	vo ag supplies		46.03
0000119266	02/27/2023	LEARN WELL SERVICES	tutoring		351.75
0000119267	02/27/2023	LNP MEDIA GROUP INC.	legal notice - meeting		59.64
0000119268	02/27/2023	LOWE'S COMPANIES INC	LE custodial supplies	maint supplies	93.44

\* - Non-Negotiable Disbursement

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## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - L-S GENERAL FUND    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000119269	02/27/2023	LSSD - CAFETERIA ACCOUNT	substitute teachers lunches - January	veterans lunches	541.90
0000119270	02/27/2023	MENCHEY MUSIC SERVICE INC.	elem band sax repair	HS band music	269.40
0000119271	02/27/2023	METCO SUPPLY	vo ag supplies		394.00
0000119272	02/27/2023	NOLT'S AUTO PARTS INC	auto parts - stock		237.29
0000119273	02/27/2023	OFFICE BASICS INC.	admin bldg office supplies		7.72
0000119274	02/27/2023	PENNSYLVANIA COUNSELING SV INC	ESSER grant - student assistance	MM student assistance program	1,697.00
0000119275	02/27/2023	PERIPOLE INC	HH vocal music supplies		1,284.40
0000119276	02/27/2023	PROCISION SERVICES INC.	MM door repair		550.00
0000119277	02/27/2023	RHOADS ENERGY CORP	diesel fuel - transportation	unleaded gas - transportation	26,955.50
0000119278	02/27/2023	RICH INC.	HS art supplies		1,597.65
0000119279	02/27/2023	RODRIGUEZ, THANNIA E.	ESL - translations		287.34
0000119280	02/27/2023	RON HENRYS AUTO REPAIR PARTNERS	emissions testing		25.57
0000119281	02/27/2023	SCHULMERICH BELLS, LLC	HS band hand bell refurbishing		2,700.50
0000119282	02/27/2023	SHULTZ TRANSPORTATION COMPANY	HS students to County Band at Hempfield		103.27
0000119283	02/27/2023	SOCIAL THINKING	LE principal supplies		747.87
0000119284	02/27/2023	TRUSTMARK HEALTH BENEFITS, INC.	insurance mgmt fee - March		14,752.15
0000119285	02/27/2023	WEINSTEIN SUPPLY CORPORATION	plumbing parts		63.50
0000119286	03/07/2023	ADVANCE AUTO PARTS	van 317 brake pads		46.99
0000119287	03/07/2023	BATTERIES PLUS BULBS	repairs		99.99
0000119288	03/07/2023	CAPP INC	HVAC parts		207.31
0000119289	03/07/2023	CAROLINA BIOLOGICAL SUPPLY CO.	MM science		47.52
0000119290	03/07/2023	COPELAND, JARROD	FBI volunteer reimbursement		25.25
0000119291	03/07/2023	COPELAND, MEGAN ELIZABETH	FBI volunteer reimbursement		25.25
0000119292	03/07/2023	CREST/GOOD MFG. CO.	plumbing parts		38.79
0000119293	03/07/2023	DELL MARKETING L.P.	tech repairs	chromebook parts	866.81
0000119294	03/07/2023	DICK BLICK	HS art supplies		169.20
0000119295	03/07/2023	DIXIE LAND ENERGY	gas at WLT for vans		3,185.19
0000119296	03/07/2023	G.R. MITCHELL INC.	maint supplies		9.40
0000119297	03/07/2023	IPF INVESTMENTS LLC	2022 real estate refund - Hershey Farms		7,658.09
0000119298	03/07/2023	LANCASTER-LEBANON INT. UNIT 13	spec ed contract	LLVS - 2nd quarter - secondary	344,868.14
0000119299	03/07/2023	LEARN WELL SERVICES	tutoring		301.50
0000119300	03/07/2023	LSEA	DED: Union Dues - Pay Date: 2/3/2023	DED: Union Dues - Pay Date: 2/17/2023	30,479.60
0000119301	03/07/2023	NEOPANEY, PUJA	ESL - translations		52.50
0000119302	03/07/2023	PETTY CASH	HH teaching supplies	6th grade science supplies	116.96
0000119303	03/07/2023	PHILADELPHIA SECURITY PRODUCTS	HS phys ed supplies		341.50
0000119304	03/07/2023	PHILHAVEN	education therapy		308.74

\* - 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:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000119305	03/07/2023	ROBERTS OXYGEN COMPANY INC	vo ag supplies		264.92
0000119306	03/07/2023	RODRIGUEZ, THANNIA E.	ESL - translations		87.50
0000119307	03/07/2023	SAFEGUARD BUSINESS SYSTEMS	business office checks		279.72
0000119308	03/07/2023	SAM S. SMUCKER & SONS INC.	LE spouting repair		820.00
0000119309	03/07/2023	SIEMENS INDUSTRY INC.	HVAC parts		6,840.50
0000119310	03/07/2023	U.S. POSTMASTER	postage stamps - LE		146.00
0000119311	03/07/2023	UGI UTILITIES INC.	ntl gas - admin bldg	ntl gas transp - fieldhouse	1,638.24
0000119312	03/07/2023	UNITED WAY OF LANCASTER COUNTY	DED: United Way - Pay Date: 2/3/2023	DED: United Way - Pay Date: 2/17/2023	248.50
0000119313	03/07/2023	WALTERS SERVICES INC	portable toilet - athletics		91.17
D000302536	03/07/2023	ADAMS LINDA	vision reimb		500.00 <i>D</i>
D000302537	03/07/2023	BAHURKA, ROSE M	dental reimb		182.00 <i>D</i>
D000302538	03/07/2023	BAKER ADRIAN	HS wood tech supplies		110.00 <i>D</i>
D000302539	03/07/2023	BAYLOR TIMOTHY	dental reimb		140.00 <i>D</i>
D000302540	03/07/2023	BEARD, AMY L	tuition reimb		4,028.00 <i>D</i>
D000302541	03/07/2023	BEERS JENNIFER D	dental reimb		127.00 <i>D</i>
D000302542	03/07/2023	BENDER, GEOFFREY L	vision reimb		153.72 <i>D</i>
D000302543	03/07/2023	BLAIR, EMILIE J	tuition reimb		1,620.00 <i>D</i>
D000302544	03/07/2023	BRUBAKER, MICHELLE T	homeless supplies		133.00 <i>D</i>
D000302545	03/07/2023	BURKHART, EMILY N	tuition reimb		1,125.00 <i>D</i>
D000302546	03/07/2023	COLVIN DANIEL G	tuition reimb		1,407.04 <i>D</i>
D000302547	03/07/2023	DIETRICH, CYNTHIA N	dental reimb		390.00 <i>D</i>
D000302548	03/07/2023	DIFFENDARFER, MICHELLE	vision reimb		500.00 <i>D</i>
D000302549	03/07/2023	FEEMAN, MICHELLE E	vision reimb		143.00 <i>D</i>
D000302550	03/07/2023	FEHRENBACHER LAURA	dental reimb		490.00 <i>D</i>
D000302551	03/07/2023	FLIEGEL PAMELA S	vision reimb	dental reimb	406.20 <i>D</i>
D000302552	03/07/2023	FLUCK ELIZABETH	vision reimb		500.00 <i>D</i>
D000302553	03/07/2023	FRY JODI A	vision reimb		274.50 <i>D</i>
D000302554	03/07/2023	GERLACH ROY A.	vision reimb	dental reimb	405.00 <i>D</i>
D000302555	03/07/2023	GRISCOM JR WILLIAM E.	vision reimb		165.00 <i>D</i>
D000302556	03/07/2023	GROVE KARA	dental reimb		130.00 <i>D</i>
D000302557	03/07/2023	HESS SHIRLEY A.	dental reimb		199.00 <i>D</i>
D000302558	03/07/2023	HEYSER WILLIAM T.	dental reimb	vision reimb	368.96 <i>D</i>
D000302559	03/07/2023	HIGGINS WILLIAM	dental reimb		172.88 <i>D</i>
D000302560	03/07/2023	HINKLE CHRISTINA	dental reimb		602.00 <i>D</i>
D000302561	03/07/2023	HOUCK JEFFREY S	tuition reimb		1,620.00 <i>D</i>
D000302562	03/07/2023	JEFFREY G PICKEL JR	tuition reimb		1,548.00 <i>D</i>

\* - 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: 02/08/2023 - 03/07/2023

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

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000302563	03/07/2023	KOWITZ, ALICIA C	refreshments		22.86 <i>D</i>
D000302564	03/07/2023	KRULOCK, KENDALL R	dental reimb		140.00 <i>D</i>
D000302565	03/07/2023	KRUPPENBACH CONNIE	dental reimb		276.00 <i>D</i>
D000302566	03/07/2023	LAU, MARGARET G	dental reimb		282.00 <i>D</i>
D000302567	03/07/2023	LEBO EMILY	dental reimb	vision reimb	2,239.99 <i>D</i>
D000302568	03/07/2023	LINDSLEY DEBORAH M.	travel mileage - field trip medications		32.75 <i>D</i>
D000302569	03/07/2023	LONG PAULA	dental reimb		513.00 <i>D</i>
D000302570	03/07/2023	LUCARINO MARY L	dental reimb		766.37 <i>D</i>
D000302571	03/07/2023	MACHOWSKI, CYNTHIA L	vision reimb		200.00 <i>D</i>
D000302572	03/07/2023	MANION JOHN	vision reimb		123.00 <i>D</i>
D000302573	03/07/2023	MARSH JEFFREY B	vision reimb		255.00 <i>D</i>
D000302574	03/07/2023	MCCANNA CHRISTY	vision reimb		41.94 <i>D</i>
D000302575	03/07/2023	MCCRABB JENNIFER LYNN	dental reimb		279.00 <i>D</i>
D000302576	03/07/2023	MORGAN DERRICK	vision reimb		100.00 <i>D</i>
D000302577	03/07/2023	MORRISON ROBERT L	vision reimb		200.00 <i>D</i>
D000302578	03/07/2023	NADU, MARGARET M	dental reimb		480.00 <i>D</i>
D000302579	03/07/2023	NEW STORY LLC	tuition		28,785.00 <i>D</i>
D000302580	03/07/2023	PARISE KAREN L.	dental reimb		431.30 <i>D</i>
D000302581	03/07/2023	PAULINELLIE HEIDI	tuition reimb		1,995.00 <i>D</i>
D000302582	03/07/2023	RANCK, KATHERINE L	dental reimb		690.00 <i>D</i>
D000302583	03/07/2023	REHM ALLISON	dental reimb		77.00 <i>D</i>
D000302584	03/07/2023	RIMMER SCOTT K	dental reimb		925.00 <i>D</i>
D000302585	03/07/2023	RIVER ROCK ACADEMY, LLC	2 slots at River Rock		6,004.36 <i>D</i>
D000302586	03/07/2023	ROBISON, CORY S	MM staff treats		77.01 <i>D</i>
D000302587	03/07/2023	ROYER LARRY	tuition reimb	dental reimb	1,887.00 <i>D</i>
D000302588	03/07/2023	RUSSELL MELISSA	dental reimb		650.00 <i>D</i>
D000302589	03/07/2023	SAVOCA DEBRA A.	dental reimb		300.00 <i>D</i>
D000302590	03/07/2023	SCHATZMANN MICHELLE L	dental reimb		127.99 <i>D</i>
D000302591	03/07/2023	SIDOROV ABBEY E.	dental reimb		379.80 <i>D</i>
D000302592	03/07/2023	SLADE, MARY K	dental reimb		554.00 <i>D</i>
D000302593	03/07/2023	SNOOK, KATIE A	tuition reimb		3,096.00 <i>D</i>
D000302594	03/07/2023	STAUFFER JODY	vision reimb		221.00 <i>D</i>
D000302595	03/07/2023	STOLTZFUS WENDY	dental reimb	vision reimb	411.03 <i>D</i>
D000302596	03/07/2023	THE VISTA SCHOOL	tuition		29,347.19 <i>D</i>
D000302597	03/07/2023	THIBOLDEAUX JULIE A.	dental reimb		1,108.00 <i>D</i>
D000302598	03/07/2023	THIESEN, BRITTANY C	dental reimb	vision reimb	519.00 <i>D</i>

\* - 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: 02/08/2023 - 03/07/2023

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

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000302599	03/07/2023	US-RX CARE	pharmacy - mgmt program - Feb		2,502.00 <i>D</i>
D000302600	03/07/2023	WAGNER ALLISON	vision reimb		63.99 <i>D</i>
D000302601	03/07/2023	WELCHANS ERIK C	dental reimb		224.00 <i>D</i>
D000302602	03/07/2023	WHITE ERICA L	dental reimb		836.15 <i>D</i>
D000302603	03/07/2023	WILLIAMS MARY E	dental reimb		709.00 <i>D</i>
D000302604	03/07/2023	WILLIG CHRISTINE	dental reimb		149.00 <i>D</i>
D000302605	03/07/2023	WITMER, OLIVIA M	dental reimb		235.00 <i>D</i>
D000302606	03/07/2023	ZIMMERMAN, HOPE L	tuition reimb	HS home ec groceries	1,822.73 <i>D</i>
* BBT0032023	03/01/2023	BB&T GOVERNMENTAL FINANCE	2017 Debt Principal	2017 Debt Interest	595,306.49
* DELAGE0206	02/07/2023	DE LAGE LANDEN PUBLIC FINANCE LLC	Copier Lease		3,222.12
* FED0000203	02/03/2023	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Pay Date: 2/3/2023	Purpose: ER FICA Pay Date: 2/3/2023	216,901.40
* FED0000217	02/17/2023	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Pay Date: 2/17/2023	Purpose: ER FICA Pay Date: 2/17/2023	229,910.27
* FULT202103	03/01/2023	FULTON FINANCIAL ADVISORS	2021 Debt Principal	2021 Debt Interest	1,456,571.70
* FULT202203	03/01/2023	FULTON FINANCIAL ADVISORS	2022 Debt Interest	2022 Debt Principal	344,950.00
* FULTLS0208	02/08/2023	FULTON BANK N.A.	Lease - 20/21 Student Van		6,687.96
* HSA0000203	02/03/2023	HEALTH EQUITY	DED: HSA Contr - Pay Date: 2/3/2023	ER HSA Contribution - Keefer	10,747.61
* HSA0000217	02/17/2023	HEALTH EQUITY	DED: HSA Contr - Pay Date: 2/17/2023	ER HSA Contribution - Rimert	15,694.24
* ISF0022823	02/28/2023	BB&T ITEM PROCESSING CENTER	Medical Claims & Fees - Feb 1-28		330,844.56
* LCCTC00208	02/08/2023	LANCASTER COUNTY CTC	February Bond Payment		56,039.90
* PAT0000217	02/17/2023	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Pay Date: 2/17/2023		30,264.47
* PENS000217	02/17/2023	PENSERV PLAN SERVICES INC.	DED: ROTH AXA - Pay Date: 2/17/2023	DED: 403B AXA - Pay Date: 2/17/2023	11,907.32
* PENS000303	02/27/2023	PENSERV PLAN SERVICES INC.	DED: ROTH AXA - Pay Date: 3/3/2023	DED: 403B AXA - Pay Date: 3/3/2023	11,870.41
* PNC0020123	02/01/2023	PNC BANK N.A.	Procurement Card Purchases		9,501.23
* PSER000228	02/28/2023	PUB SCH EMPLOYES RETIREMENT	Purpose: EE RETP Pay Date: 2/17/2023	Purpose: EE RETP Pay Date: 2/3/2023	148,109.60
* SCD0000203	02/03/2023	PA SCDU	DED: Child Support - Pay Date: 2/3/2023		1,265.44
* SCD0000217	02/17/2023	PA SCDU	DED: Child Support - Pay Date: 2/17/2023		1,265.44
* TCF0020823	02/08/2023	TCF Capital Solutions	Lease - 2019 Ford Transit Van		545.89
* TCF0021023	02/10/2023	TCF Capital Solutions	Lease - 2020 Ford Transit Van		571.91
* TCF0021923	02/21/2023	TCF Capital Solutions	Lease - 2019 Ford Transit Van		545.89
* TCF0022823	02/28/2023	TCF Capital Solutions	Lease - 2018 Ford Transit School Van 350X		865.70
* TRUINV0123	01/31/2023	TRUIST BANK	Bank Fees - Truist Investments		2,089.72
* VOYA020323	02/07/2023	VOYA - PSERS	EE PSERS DC Contributions	ER PSERS DC Contributions	3,992.92
* VOYA021723	02/21/2023	VOYA - PSERS	EE PSERS DC Contributions	ER PSERS DC Contributions	4,231.12

## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND    Payment Dates: 02/08/2023 - 03/07/2023

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

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
				10 - General Fund	4,627,908.16
				Grand Total All Funds	4,627,908.16
				Grand Total Credit Cards	0.00
				Grand Total Direct Deposits	107,519.76
				Grand Total Manual Checks	0.00
				Grand Total Other Disbursement Non-negotiables	3,493,903.31
				Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
				Grand Total Regular Checks	1,026,485.09
				Grand Total All Payments	4,627,908.16

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** CF - CAFETERIA ACCOUNT    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000007648	02/10/2023	BUEHLER, KIM	Lunch Acct Refund		5.60
0000007649	02/10/2023	COOPER PRINTING INC.	3 shirts		117.48
0000007650	02/10/2023	DOMINOS PIZZA	Dominos Pizza		2,648.25
0000007651	02/10/2023	EDWARDS BUSINESS SYSTEMS	Office Printer		6.16
0000007652	02/10/2023	FEESERS INC.	MM Food	HS Food	13,447.38
0000007653	02/10/2023	GIANT DIRECT	Pea Pod food		112.59
0000007654	02/10/2023	GILBERT CONSULTING LLC	PrimeroEdge planning CB		560.00
0000007655	02/10/2023	GOLD STAR FOODS	Govt Frozen foods		47.50
0000007656	02/10/2023	HERSHEY CREAMERY CO.	HS Ice Cream	MM Ice Cream	631.76
0000007657	02/10/2023	K & D FACTORY SERVICE INC.	HS Hot Bar Bulbs		457.20
0000007658	02/10/2023	MORIBITO BAKING CO INC	1/23-30 MM Bread	1/23-30 LE Bread	695.38
0000007659	02/10/2023	NARDONE BROS BAKING CO INC	MM Pizza		206.10
0000007660	02/10/2023	SCHEID PRODUCE INC.	1/24-30 MM Produce	HS Produce	1,315.10
0000007661	02/10/2023	SERENA A. KIRCHNER INC	HS Sparkling Ice		779.50
0000007662	02/10/2023	SNA	McAleer SNA Dues		60.00
0000007663	02/10/2023	SWISS DAIRY	1/26-31 HH Milk	1/24-31 MM Milk	2,907.99
0000007664	02/10/2023	TELE-PEST INC.	HS Pest Control	HH Pest control	196.00

\* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

# - Payable within Payment

P - Prenote

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C - Credit Card

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LAMPETER-STRASBURG SCHOOL DISTRICT

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## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** CF - CAFETERIA ACCOUNT    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort:** Payment Number

51 - FOOD SERVICE/CAFETERIA	24,193.99
Grand Total All Funds	24,193.99
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	24,193.99
Grand Total All Payments	24,193.99

# FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: AT - HS ATHLETIC ACCOUNT      Payment Dates: 02/08/2023 - 03/07/2023

Payment Categories: Regular Checks, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000006311	02/08/2023	GORMAN, BENJAMIN J	V Boys Basketball 2/3/23		105.00
0000006312	02/08/2023	Hamburg Area School District	Dual wrestling tournament 12/17/22		325.00
0000006313	02/08/2023	JACKSON, JEFFREY L.	V Boys Basketball 2/3/23	V Girls Basketball 1/30/23	210.00
0000006314	02/08/2023	PSADA	NIAAA LTC Athletic Adm. Leader Training 3/21/23		125.00
0000006315	02/24/2023	CROUSE, BRIAN L	V B Basketball 11/30/22, V B Basketball 1/23/23		178.00
0000006316	02/24/2023	CUNFER, GERALD W	V Boys swimming 1/30/23		82.00
0000006317	02/24/2023	EASTERN PA CHAMPIONSHIPS	regional bowling championships 3/3/23		56.00
0000006318	02/24/2023	FARRELL, TERRY L.	V Boys Basketball 1/27/2023		89.00
0000006319	02/24/2023	HARTL, RICHARD E.	7/8 B Basketball 1/13 and V B Basketball 1/13/23		201.00
0000006320	02/24/2023	JACKSON, JEFFREY L.	girls basketball 2/9/23	girls basketball 2/7/23	210.00
0000006321	02/24/2023	KMIECIK, DAVID J	V girls basketball 12/19/22		89.00
0000006322	02/24/2023	PENN MANOR WRESTLING BOOSTER CLUB	G wrestling tournament 2/19/23		140.00
29 - Athletic Fund					1,810.00
Grand Total All Funds					1,810.00
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					1,810.00
Grand Total All Payments					1,810.00

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** CR - CAPITAL RESERVE ACCT    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000004519	02/16/2023	SIEMENS INDUSTRY INC.	design building mgmt system - cap reserve		73,160.00
0000004520	02/27/2023	CRABTREE ROHRBAUGH & ASSOCIATES INC.	professional services - MM - cap reserve	professional services - early childhood - cap reserve	60,268.70
0000004521	02/27/2023	K & D FACTORY SERVICE INC.	HS milk cooler - 50% deposit		2,650.78
0000004522	02/27/2023	WEST LAMPETER TOWNSHIP	engineering fees - cap reserve - early childhood		572.09
<b>32 - Capital Reserve</b>					<b>136,651.57</b>
<b>Grand Total All Funds</b>					<b>136,651.57</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>0.00</b>
<b>Grand Total Manual Checks</b>					<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>136,651.57</b>
<b>Grand Total All Payments</b>					<b>136,651.57</b>

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

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** CP - CAPITAL PROJECTS FUND    **Payment Dates:** 02/08/2023 - 03/07/2023

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

**Sort: Payment Number**

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001049	02/27/2023	MBCC LLC	rep services - early childhood		4,050.00
0000001050	02/27/2023	QUALITY ASSURANCE PLUS, INC.	professional services - early childhood		15,730.00
0000001051	02/27/2023	SUBURBAN LANC SEWER AUTHORITY	sewer fees - early childhood		30,225.00
0000001052	02/27/2023	WEST LAMPETER TOWNSHIP	escrow fund - early childhood		5,000.00
* TRUINV0123	01/31/2023	BB&T ITEM PROCESSING CENTER	Bank Fees - Truist Investments		1,355.05
<b>39 - Capital Projects</b>					<b>56,360.05</b>
<b>Grand Total All Funds</b>					<b>56,360.05</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>0.00</b>
<b>Grand Total Manual Checks</b>					<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>1,355.05</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>55,005.00</b>
<b>Grand Total All Payments</b>					<b>56,360.05</b>





Date	Transaction Description	Debit	Credit	Balance
1/31/2023	Beginning Balance in ArbiterPay Account			3,078.75
2/9/2023	Upload Funds into ArbiterPay (EFT)		10,000.00	
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052975, 7:30 PM, Game Fee \$89.00, Keith Evans	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052975, 7:30 PM, Game Fee \$89.00, Kyle Rineer	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052975, 7:30 PM, Game Fee \$89.00, Samar Rudolph	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052976, 6:00 PM, Game Fee \$135.00, Darrin Smith	135.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052976, 6:00 PM, Game Fee \$70.00, James Fretts	70.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235052999, 4:00 PM, Game Fee \$65.00, Logan Moyer	65.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235055307, 4:00 PM, Game Fee \$112.00, Brian London	112.00		
2/6/2023	Lampeter-Strasburg High School, 2/3/2023, Group 102368, Game 1235055307, 4:00 PM, Game Fee \$112.00, Mark Lovett	112.00		
2/6/2023	Lampeter-Strasburg High School, 2/4/2023, Group 102368, Game 1235054797, 1:30 PM, Game Fee \$89.00, Brian Shopf	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/4/2023, Group 102368, Game 1235054797, 1:30 PM, Game Fee \$89.00, Mike Zimmerman	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/4/2023, Group 102368, Game 1235054797, 1:30 PM, Game Fee \$89.00, Ramy Rahal	89.00		
2/6/2023	Lampeter-Strasburg High School, 2/4/2023, Group 102368, Game 1235054798, 12:00 PM, Game Fee \$70.00, Logan Moyer	70.00		
2/6/2023	Lampeter-Strasburg High School, 2/4/2023, Group 102368, Game 1235054798, 12:00 PM, Game Fee \$70.00, Tom Herr	70.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235053021, 7:30 PM, Game Fee \$89.00, Jonathan Yoder	89.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235053021, 7:30 PM, Game Fee \$89.00, Mike Brauner	89.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235053021, 7:30 PM, Game Fee \$89.00, Ramy Rahal	89.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235053022, 6:00 PM, Game Fee \$70.00, Ken Wright	70.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235053022, 6:00 PM, Game Fee \$70.00, Paula Katchmer	70.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235056847, 4:00 PM, Game Fee \$121.00, Gerad Novak	121.00		
2/8/2023	Lampeter-Strasburg High School, 2/7/2023, Group 102368, Game 1235056847, 4:00 PM, Game Fee \$121.00, Marco Marinaro	121.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053023, 7:30 PM, Game Fee \$89.00, Greg Geist	89.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053023, 7:30 PM, Game Fee \$89.00, Michael kuhn	89.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053023, 7:30 PM, Game Fee \$89.00, Pat Ross	89.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053024, 6:00 PM, Game Fee \$70.00, Bob Resch	70.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053024, 6:00 PM, Game Fee \$70.00, Mitchell Poet	70.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053043, 4:00 PM, Game Fee \$121.00, Dan Mentzer	121.00		
2/10/2023	Lampeter-Strasburg High School, 2/9/2023, Group 102368, Game 1235053043, 4:00 PM, Game Fee \$121.00, Noah Weddigen	121.00		
	Total Payments to Officials - 2/1/2023 - 2/28/2023	2,466.00		
	Processing Fees	81.00		
	Total Paid from ArbiterPay Account	2,547.00		
2/28/2023	Ending Balance in ArbiterPay Account			10,531.75



# AGREEMENT FOR Lampeter-Strasburg School District

Start Date: Apr 3, 2023  
End Date: Jun 30, 2026  
Duration (in months): 38.9

Education Solutions



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Corporate Address: OnHand Schools, Inc.  
1501 Reedsdale Street, Suite 5000  
Pittsburgh, PA 15233  
Phone: 800-345-7606

Prepared By: Michael Burns  
Email: [mburns@harriscomputer.com](mailto:mburns@harriscomputer.com)  
Phone: 412-325-8000 x87022

Bill To:  
Lampeter-Strasburg School District  
1600 Book Rd  
Lampeter, PA 17537

Feb 27, 2023

OnHand Schools (OHS) appreciates your interest in the EdInsight Instructional Management System. EdInsight is used by over 160 districts and charter schools. OHS was started in 2004 with a vision for high performing 21st century schools where every student has the opportunity to reach their full academic potential.

We pride ourselves on our dedicated customer care including system training, implementation jump-start services, instructional leadership coaching, professional development, and ongoing customer support.

We appreciated the opportunity to learn more about your priorities and thank you for considering our solution. We always strive to deliver an individual and affordable proposal. Please feel free to contact me with any questions.

Sincerely,  
Michael Burns



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## 1. SOFTWARE AND SERVICES.

### 1.1 Software.

1. During the term of this Agreement, Subscriber and its Users may access and use the OnHand software identified above, including updates (the "**Software**"), for Subscriber's internal business and educational purposes in accordance with this Agreement, using hardware servers, workstations, operating systems and web browser software approved by OnHand as compatible with the Software. The Software may include software and components that are licensed from third parties (the "**Third Party Software**"). Subscriber and its Users are only acquiring a limited license to use the Software, and OnHand and its licensors retain exclusive ownership to the Software and Third Party Software.
2. Subscriber will not use or duplicate any Software for any purpose other than as specified in this Agreement. Subscriber will not sublicense, assign, rent, give, lend, distribute or timeshare the Software or market the Software by interactive network access or through remote processing services or otherwise operate a service bureau with the Software. Subscriber agrees not to cause or permit the modification, re-creation, reverse engineering, disassembly or de-compilation of the Software, including any database, file or library related thereto that may be provided or created by OnHand or its licensors, except to the absolute minimum extent as may be necessary to comply with applicable law and only after prior written notification to OnHand. All rights not expressly granted to Subscriber herein are reserved by OnHand.

1.2 Installation. OnHand will install the Software on hardware owned or controlled by OnHand or its contractors, and OnHand will be responsible for obtaining and maintaining its hardware, at its expense. OnHand will use reasonable efforts to provide interfaces between the Software and education software and databases from Subscriber's other software vendors if agreed by OnHand and if technically and commercially feasible, and OnHand will retain exclusive ownership of such interfaces.

1.3 Training. OnHand will provide training to Subscriber personnel at mutually agreed times and places for the number of days or hours indicated above.

1.4 Support. During the term of this Agreement, OnHand will provide support services for the Software during OnHand's normal business hours, 9:00 a.m. to 5:00 p.m. Eastern Time, Monday through Friday, excluding legal holidays, as set forth below: New Years Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, The day after Thanksgiving, Christmas Eve, Christmas Day

1. OnHand will provide Software updates which are generally made available by OnHand from time to time. Subscriber agrees to promptly install or permit the installation of all such updates.
2. OnHand will use reasonable efforts to respond to reasonable inquiries relating to the operation and use of the Software and attempt to provide corrections and error fixes. OnHand reserves the right to direct User support requests to Subscriber's Liaison (as defined below). OnHand will not be obligated to support any Software that: (i) has been modified by anyone other than OnHand; (ii) has been installed on any hardware or is being operated with any operating system software that has not been approved by OnHand; or (iii) is not the latest version of the Software released by OnHand.



1.5 Extra Services. The services provided under this Agreement for the fees indicated above do not include additional services relating to any products, training, data conversion, customization, development or other activities not specifically described in this Agreement. Upon Subscriber's request, OnHand will provide a proposal of its then current rates for such services to be approved by the School Board.

## **2. PAYMENT TERMS.**

Subscriber agrees to pay amounts due under this Agreement within 30 days after receipt of OnHand's invoice. OnHand reserves the right to charge an administrative fee on amounts not paid when due at a monthly rate of the lesser of the maximum amount allowable by the law of the state in which Subscriber is located or 0.5%. The prices set forth above do not include any applicable foreign, federal, state or local sales, use or other similar taxes. If Subscriber is exempt from any such taxes, it will provide OnHand with an exemption certificate.

## **3. CONFIDENTIALITY.**

During the term of this Agreement and for a period of five (5) years from the expiration or termination of this Agreement, each party will use reasonable efforts to prevent the disclosure to any individual, entity or other person (other than its own personnel and any contractors, representatives or consultants who have a reasonable need to know and who are bound to maintain such information in confidence) of any nonpublic and confidential information received from or through the other party. OnHand's confidential information includes the Software, including without limitation, any database, file or library related thereto that may be provided or created by OnHand or its licensors. For purposes of this Section, a party will be deemed to have used "reasonable efforts" if it uses the same degree of care to avoid disclosure of such information as it employs with respect to its own proprietary information of like importance, but in no event less than the standard of care a reasonably prudent person would take to protect such information. For purposes of this Agreement, confidential information will not include any information that: (a) at the time of disclosure is generally known to the public; (b) after such disclosure, becomes known to the public through no violation of this Agreement; (c) as shown by written records, was in the possession of the receiving party prior to such disclosure by the disclosing party; (d) after such disclosure as contemplated by this Agreement, is disclosed to the receiving party by a third party that is not under an obligation to maintain the confidentiality of the information; (e) is disclosed by the disclosing party to other third parties without obligation of confidentiality; or (f) is deemed a public record by the Pennsylvania Right To Know law."

## **4. SUBSCRIBER'S RESPONSIBILITIES.**

4.1 Liaison and Resources. Subscriber will appoint a liaison (the "**Liaison**") who will oversee the project on behalf of Subscriber and facilitate interdepartmental communication as necessary during implementation of the Software and training. After implementation of the Software, the Liaison will serve as the main point of contact between OnHand and Subscriber and its Users. The Liaison will be reasonably knowledgeable in the use of the Software, Subscriber's other software applications and the supported hardware and be capable of responding to general inquiries from Subscriber's Users regarding the Software and will be authorized by Subscriber to act as support liaison with OnHand. Subscriber may change the Liaison or appoint an alternate



upon prior written notice to OnHand. Subscriber will also provide OnHand with access to the relevant facility, equipment, information, data, supplies and other resources under the control of Subscriber required to permit OnHand to perform as required under this Agreement and ensure all appropriate Subscriber personnel and any required third party personnel under Subscriber's control or direction will be available to permit OnHand to perform as required under this Agreement.

**4.2 Student Information System (SIS) integration.** The initial setup fee referenced above provides for integration with the Subscriber's SIS at the time of contract signing. In the event that the Subscriber changes SIS systems at a later date, the Subscriber must notify OnHand with as much advanced warning as possible, at which time OnHand will estimate the cost and timeline to develop the integration with the new SIS and will provide the Subscriber with a quote and authorization form for the associated work. OnHand will schedule and perform the SIS integration change following receipt of the signed authorization and will provide an invoice for it once the work is complete.

**4.3 System Environment.** If Subscriber has elected to install the Software on its own hardware server approved by OnHand, Subscriber will provide and install the hardware server at its expense and will provide OnHand with remote access during the term of this Agreement to the Software and any hardware server on which it is installed, including, without limitation, any required login IDs and passwords, in order to permit OnHand to access and interact with the Software at any time to provide services and verify compliance with the terms of this Agreement. In all cases, Subscriber will provide all other required workstations, operating systems and web browser software approved by OnHand as compatible with the Software, and all data communication equipment and lines and associated cabling and supplies, at its expense. OnHand will have no responsibility for installing, configuring or maintaining any Subscriber hardware or third party software (including operating systems and other education and school management application software used by Subscriber) or for management, backup, security, restart or recovery of any of Subscriber's data used in conjunction with the Software. Unless the parties agree otherwise in writing, Subscriber will be solely responsible for obtaining, implementing and maintaining at its expense all required network access (including Internet connection), and network, system and procedural security and safeguards (including firewall and intrusion detection), and availability, scalability, performance and dependability of any of the foregoing with respect to Subscriber's systems.

**4.4 Feedback Assistance.** Upon request of OnHand, Subscriber will from time to time use commercially reasonable efforts to designate and obtain the participation of various Users to participate in focus groups and surveys to provide suggestions and feedback to OnHand. OnHand will consider any improvement suggestions in good faith but makes no assurance that it will incorporate any suggested features or functions into future releases of the Software. OnHand will exclusively own any such features and functionality it may incorporate into the Software.

## **5. TERM AND TERMINATION.**

**5.1 Term.** This Agreement will commence as of the Effective Date indicated above and will continue thereafter for the Initial Term indicated above. Upon termination, all licenses to the Software will immediately terminate and Subscriber and Users will cease using the Software



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and uninstall and destroy all copies that may be in Subscriber's possession or control. Sections 3 and 8 of this Agreement will survive any expiration or termination of this Agreement, regardless of cause, and otherwise remain binding upon the parties.

**5.2 Agreement Renewal.** This agreement will commence as of the Effective Date listed in the EdInsight™ Agreement and continue through the Initial Term, also listed in the EdInsight™ Agreement. At the end of the Initial Term of this agreement, this contract will automatically renew for successive one year periods at the standard EdInsight annual software license fee in effect at the time of renewal, not to exceed the license fee quoted in this agreement plus 20%, unless either party provides written notification 90 days prior to the start of the school year for which the current one year renewal applies.

**5.3 Term of Agreement** shall be extended upon Board approval and continue until June 30, 2026, notwithstanding any other termination referenced herein or attached hereto, in the event that funding for this Agreement is not appropriated and there is no subsequent appropriation for a product of similar capabilities and functions; or if otherwise required by state law, Subscriber reserves the right to terminate this agreement within 30 days prior to the start of each fiscal year (July 1) during the term of this agreement without cause or subject to any penalties or additional obligations.

## **6. GOVERNMENT RESTRICTED RIGHTS.**

The use, duplication, reproduction, release, modification, disclosure or transfer of the Software and any related manuals, technical specifications or documentation of any kind, including technical data, is restricted in accordance with Federal Acquisition Regulation 12.212 for civilian agencies and Defense Federal Acquisition Regulation Supplement 227.7202 for military agencies. The foregoing is commercial computer software and commercial computer software documentation. The use of the foregoing is further restricted in accordance with the terms of this Agreement.

## **7. FORCE MAJEURE.**

Neither party will be liable to the other for failure or delay in the performance of a required obligation if such failure or delay is caused by war, terrorism, Act of God, strike, riot, fire, flood, natural disaster, failure of suppliers or communication services, or other similar cause beyond such party's reasonable control.

**8. TO THE GREATEST EXTENT PERMITTED BY APPLICABLE LAW, THE SUBSCRIBER AGREES THAT THE ENTIRE LIABILITY OF ONHAND SCHOOLS, INC. (IN RESPECT OF SECTIONS 8 AND 9 ARE TOGETHER DEFINED AS "HARRIS") AND THE SUBSCRIBERS EXCLUSIVE REMEDY WITH RESPECT TO THE HOSTING SERVICES, THE SOFTWARE, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS, MATERIALS OR SERVICES SUPPLIED BY HARRIS IN CONNECTION WITH THIS AGREEMENT FOR DAMAGES FOR ANY CAUSE AND REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, SHALL BE LIMITED TO ACTUAL DIRECT DAMAGES AND SHALL NOT EXCEED IN THE AGGREGATE THE ANNUAL FEES PAID IN THE THEN-CURRENT YEAR BY THE SUBSCRIBER TO HARRIS UNDER THIS AGREEMENT.**





**9. THE PARTIES FURTHER AGREE THAT IN NO EVENT SHALL ANY PARTY BE LIABLE, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, FOR ANY INDIRECT, PUNITIVE, CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR EXEMPLARY DAMAGES WHATSOEVER, INCLUDING WITHOUT LIMITATION FOR LOST PROFITS (OTHER THAN A FAILURE BY THE SUBSCRIBER TO PAY AMOUNTS DUE TO HARRIS), LOSS OF REVENUE (OTHER THAN A FAILURE BY THE SUBSCRIBER TO PAY AMOUNTS DUE TO HARRIS), FAILURE TO REALIZE ANTICIPATED SAVINGS, LOST OR DAMAGED DATA, LOSS OF GOODWILL, BUSINESS OPPORTUNITIES OR REPUTATION, OR ECONOMIC LOSS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGES, OR SUCH LOSSES OR DAMAGES ARE FORESEEABLE.**

**10. MISCELLANEOUS.** This Agreement: (a) may be amended only by a writing signed by the School Board President and an authorized member of OnHand Schools; (b) may be executed in several counterparts, including by signature in Adobe PDF which shall be deemed an original but all of which shall constitute one and the same instrument; (c) contains the entire agreement of the parties with respect to the transactions contemplated hereby and supersedes all prior written and oral agreements, and all contemporaneous oral agreements, relating to such transactions; (d) shall be governed by, and construed and enforced in accordance with, the laws of the Commonwealth of Pennsylvania, without regard to the conflicts of laws principles of that or any other jurisdiction; (e) shall be binding upon, and inure to the benefit of, the parties and their respective successors and permitted assigns; and (f) may not be assigned by Subscriber or OnHand Schools without the prior written consent of other party. The waiver by either party of any default or breach of this Agreement will not constitute a waiver of any other or subsequent default or breach. No act, delay or omission on the part of either party will be deemed a waiver unless expressly made in writing and signed by the School Board President and an authorized member of OnHand Schools. Each party is acting as an independent contractor and not as an agent, partner, or joint venture with the other party for any purpose.

#### Schedule "A"

Additional Fees and Payment Schedule if applicable.

Unless otherwise noted, all charges are exclusive of out of pocket expenses for Professional Services performed. Charges for actual and reasonable out-of-pocket expenses including, but not limited to, travel and lodging expenses will be billed monthly as incurred. All pricing is exclusive of applicable sales, use or similar taxes. Subscriber is responsible for any such taxes that may apply; if Subscriber is tax exempt, evidence of such tax exemption must be provided. Lapsed payments may lead to denial of access to the Service.

#### Schedule "B"

Service Availability

Availability of the Services is defined as when the Software Services are operational and accessible via a public internet connection. Vendor shall strive to make the Software Services available 100% of the time. However, the Services may be unavailable during certain



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downtimes. Vendor shall not be responsible for any failure to make the Software Services available under the following circumstances:

1. Routine scheduled downtime: Periods of time for the purpose of conducting routine system maintenance. In such event, Vendor shall use commercially reasonable efforts to provide Subscriber with a minimum of three (3) business days prior to any period of scheduled downtime, and shall use commercially reasonable efforts to limit any such routine system maintenance to weekends between the hours of midnight and 6 AM ET.
2. Emergencies: Vendor reserves the right to suspend the Software Services and Subscriber's access to the Software Services in the event of an emergency or other non-routine maintenance event wherein it is deemed appropriate by Vendor, without prior notice to Subscriber, to address a critical system issue. In such event, Vendor will use commercially reasonable efforts to notify Subscriber of such suspended access as soon as possible and to restore access the system as soon as practically feasible.
3. Subscriber's network infrastructure: Subscriber's network infrastructure (equipment, software or other technology) is failing or causing the Software Service to be unavailable. This includes Subscriber's connection to the Internet or an Internet failure beyond the control of Vendor.
4. A breach of the Agreement by Subscriber, its employees, subcontractors or agents ("Subscriber Representatives").
5. An error or the negligence or intentional acts or omissions of Subscriber Representatives or Users.
6. Unforeseen capacity increases based on changes in Subscriber's business processes or methods.
7. Any other force majeure event, as set out in Section 7 of the Agreement.

#### Schedule "C"

##### Professional Services

If applicable, professional services fees are detailed below.

Professional services and custom programming are available upon request. The associated fees will be estimated at the time of the request based on the scope of work at the then current Vendor rates.



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### Schedule "D"

#### **Support Services**

The services listed below are services that are included as part of Vendor Support Services:

##### **•800 / 888 Toll Free Telephone support**

- Technical troubleshooting & issue resolution
- E-mail/support portal support call logging and notification
- Free 24 x 7 online access to Support information
- Standard releases and updates:
  
- Defect corrections (as warranted)
- Planned enhancements
- State and/or Federal mandated changes (charges may apply depending on scope)
- Release notes

#### **Support Hours**

- Standard Support hours are from 7:00 a.m. to 4:00 p.m. in the Subscriber's time zone, Monday to Friday, excluding designated company holidays as defined in this Schedule.
- Support hours may vary by specific product line.
- Weekend Support is available for an additional fee (and must be scheduled in advance).

### Schedule "E"

#### **Security and Policies**

1. Vendor shall store and process Data in accordance with commercially reasonable practices, including appropriate safeguards, to secure such Data from unauthorized access, disclosure, alteration and use.
2. Vendor shall ensure that its employees and subcontractors who have potential access to Data have undergone appropriate background screening and possess the required qualifications to comply with the terms of this Agreement.
3. Response to Legal Orders, Demands or Requests for Data.
  1. Where permitted by law Vendor shall:
    1. Promptly notify the Subscriber of any subpoenas, warrants, or other legal orders, demands or requests received by Vendor seeking Data;
    2. Consult with the Subscriber regarding its response;
    3. Cooperate with the Subscriber's reasonable requests, at Subscriber's expense, in connection with efforts by the Subscriber to intervene and quash or modify the legal order, demand or request; and
    4. Upon the Subscriber's request, provide the Subscriber with a copy of its response.
    5. If the Subscriber receives a subpoena, warrant, or other legal order, demand ("requests") or request seeking Data maintained by Vendor, Subscriber will promptly provide a copy of the request to Vendor. Vendor



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will, where permitted by law, promptly supply Subscriber with copies of records or information required for the Subscriber to respond, and will cooperate with Subscriber's reasonable requests, and at Subscriber's expense, in connection with its response.

2. If the Subscriber receives a subpoena, warrant, or other legal order, demand ("requests") or request seeking Data maintained by Vendor, Subscriber will promptly provide a copy of the request to Vendor. Vendor will, where permitted by law, promptly supply Subscriber with copies of records or information required for the Subscriber to respond, and will cooperate with Subscriber's reasonable requests, and at Subscriber's expense, in connection with its response.
4. Subscriber will adhere to the following policies as of the time of the effective date of this Agreement. These policies may change where the provider of the Third Party Component changes.
  1. as an 'End User'
5. Subscriber acknowledges that any security forms that related to a Third Party Component may not be provided directly by Vendor but rather may need to be acquired in a manner dictated by the Third Party Component provider. Where requested by the Subscriber, Vendor shall provide sufficient information to the Subscriber in order for the Subscriber to request the documentation directly from the Third Party Component provider.
6. Passwords. Subscriber agrees to comply with all Vendor security policies and procedures as provided to it and amended from time to time. Subscriber and its Users shall be responsible for keeping any and all passwords and user ID's assigned to it its Users secret and confidential. Subscriber agrees that it is and shall remain solely and completely liable for any communications or other uses that are made using Subscriber's or its Users' passwords and user ID's, as well as any obligation that may result from such use. Subscriber agrees to notify Vendor in writing to change Subscriber or User's password(s) for any reason, including without limitation if it believes that a password has been stolen or might otherwise be misused. Subscriber agrees to notify Vendor immediately of any unauthorized use of any password or user ID or any other breach of security suspected by Subscriber.
7. Users. The Subscriber is responsible for: (i) the actions of Users using the Services in accordance with this Agreement including access to the hosting environment; (ii) ensuring that Users agree to any further terms and conditions as may be provided by Vendor from time to time for Users; and (iii) informing Vendor of any information about Users' actions that may affect either the Services or third party data contained in or used by the Services, or Vendor' ability to provide the Services as contemplated by this Agreement. Additionally, the Subscriber and its Users will be required to adhere to any required Third Party Component provider's policies as set out in this Agreement or otherwise made known to Subscriber.
8. Compliance with Laws. Subscriber represents and warrants to Vendor that it and its Users will at all times be in compliance with all applicable local, state, provincial, federal and international laws including but not limited to those laws regarding restrictions on exports, defamation, libel, harm to reputation, invasion of privacy, misuse or failure to protect personal information, violation of secrecy, confidentiality, unfair competition and other situations which could generate liability.



9. Data Security. Subscriber acknowledges and agrees that use of or connection to the Internet is inherently insecure and provides opportunity for unauthorized access by a third party to Subscriber's and its Users' (as well as Vendor') computer systems, networks and any and all information stored therein. Subscriber is solely responsible for ensuring that (i) Subscriber's computer systems are secure and protected from unwanted interference (such as "hackers" and viruses), (ii) all transmissions are screened for viruses or other harmful code prior to transmission to Vendor' servers; and (iii) Data is encrypted.

VENDOR DOES NOT GUARANTEE THE PRIVACY, SECURITY, AUTHENTICITY, AND NON-CORRUPTION OF ANY INFORMATION TRANSMITTED OR STORED IN ANY SYSTEM CONNECTED TO THE INTERNET. WE SHALL NOT BE RESPONSIBLE FOR ANY ADVERSE CONSEQUENCES WHATSOEVER OF SUBSCRIBER'S OR ITS USERS' CONNECTION TO OR USE OF THE INTERNET, AND VENDOR SHALL NOT BE RESPONSIBLE FOR ANY USE BY SUBSCRIBER OR ANY USER OF SUBSCRIBER'S INTERNET CONNECTION IN VIOLATION OF ANY LAW, RULE OR REGULATION.



2022-23

Item Name	Type	Description	Hours	Days	Net Price
Professional Development	System Training	Coaching; System Training -Out of Area - OnSite	-	1	0
OnHand Schools Professional Services	Setup and Implementation		-	-	\$3,000.00
Professional Development	Coaching	Coaching; System Training -Out of Area - OnSite	10	-	\$2,500.00
edInsight Data Management System	Includes Subscription to: Data Management & Analytics		-	-	0
edInsight RTI/MTSS Solution	Includes Subscription to: Rti/MTSS Solution		-	-	0
eDoctrina Educator Suite			-	-	0
Total List Price					\$40,108.00
Discount					86.29%
Total Net Price					\$5,500.00

2023-24

Item Name	Type	Description	Hours	Days	Net Price
Professional Development	Coaching	Coaching -Out of Area - OnSite	10	-	\$2,500.00
edInsight Data Management System	Includes Subscription to: Data Management & Analytics		-	-	\$15,008.00
edInsight RTI/MTSS Solution	Includes Subscription to: Rti/MTSS Solution		-	-	0
eDoctrina Educator Suite			-	-	\$12,712.00
Total List Price					\$37,108.00
Discount					18.56%
Total Net Price					\$30,220.00



Castle Learning



edInsight



eDoctrina



eWalk

2024-25

Item Name	Type	Description	Hours	Days	Net Price
edInsight Data Management System	Includes Subscription to: Data Management & Analytics		-	-	\$15,458.24
edInsight RTI/MTSS Solution	Includes Subscription to: RtI/MTSS Solution		-	-	0
eDoctrina Educator Suite			-	-	\$13,093.36
Total List Price					\$35,058.24
					Discount 18.56%
					<b>Total Net Price \$28,551.60</b>

2025-26

Item Name	Type	Description	Hours	Days	Net Price
edInsight Data Management System	Includes Subscription to: Data Management & Analytics		-	-	\$15,921.99
edInsight RTI/MTSS Solution	Includes Subscription to: RtI/MTSS Solution		-	-	0
eDoctrina Educator Suite			-	-	\$13,486.16
Total List Price					\$35,521.99
					Discount 17.21%
					<b>Total Net Price \$29,408.15</b>

**Grand Total: \$93,679.75**

**Subscription Term: Apr 3, 2023 - Jun 30, 2026**



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edInsight



eDoctrina



eWalk



Please send a copy of your **Sales Tax Exemption form/letter**. If we do not receive, sales tax will automatically be added to your invoice.

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Seller Name: Michael Torrenti

Seller Title: VP of Sales

Seller Signature:

**Seller**

*Michael S. Torrenti*

**Buyer**

Buyer Name: Kevin S. Peart

Buyer Title: Superintendent

Buyer Signature:

**Buyer**



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## Profile and Plan Essentials

### Special Education Students

Total Number of Students Receiving Special Education 427  
School District Total Student Enrollment 3061  
Percent of Students Receiving Special Education 13.9

## School District Areas of Improvement and Planning - Indicators

### Suspension/Expulsion by Race/Ethnicity (Indicator 4B)

Indicator not flagged at this time.

### Disproportionate Representation by Race/Ethnicity (Indicator 9)

Indicator not flagged at this time.

### Disproportionate Representation by Race/Ethnicity/Disability (Indicator 10)

Indicator not flagged at this time.

### Timely Initial Evaluations (Indicator 11)

Indicator not flagged at this time.

### Secondary Transition (Indicator 13)

Indicator not flagged at this time.

Graduation (Indicator 1)

Indicator not flagged at this time.

Drop Out (Indicator 2)

Indicator not flagged at this time.

Assessment (Indicator 3)

Indicator not flagged at this time.

Education Environments (Indicator 5)

Improvement and Planning Activity			
A 6 year review indicates steady percentages of students within general education for 80% or more of the school day. The data reveals a slight decrease in percentages of students within general education for less than 40% of the school day. Lastly, there continues to be variability in the percentages of students receiving services in 'other' facilities. This is mainly due to an increased use of IU13 specialized transition programs for students' exit years, and a variable number of students appropriate for those programs in any given year due to age and transition related needs.			
	Gen Ed 80% or more	Gen Ed <40%	Other Settings
December 2022 (PIMS submission)	69%	6.2%	3.9%
December 2021 (PIMS submission)	69%	7.5%	4.5%

December 2020 (PIMS submission)	69%	7.4%	3.9%	
19/20 SPP	66.5%	7.5%	5.4%	
18/19 SPP	66.8%	9.3%	5.5%	
17/18 SPP	69%	8.7%	4.8%	
Data will continue to be reviewed each year, to ensure the majority of students falling in the 'Other' LRE category are due to accessing appropriate transition services between 12th grade and reaching age 21.				

### Parent Involvement (Indicator 8)

Indicator not flagged at this time.

### Early Childhood Transition (Indicator 12)

Indicator not flagged at this time.

### Post-School Outcomes (Indicator 14)

Indicator not flagged at this time.

## Resolution Sessions (Indicator 15)

Indicator not flagged at this time.

## Mediation (Indicator 16)

Indicator not flagged at this time.

## School District Areas of Improvement and Planning - Monitoring

District has completed all monitoring corrective action/improvement plans.

Identification Method

Identify the District's method for identifying students with specific learning disabilities

Discrepancy Model

Building Name	AUN	Branch Number	RTI	Approved RTI Use
---------------	-----	---------------	-----	------------------

Significant Disproportionality - Placement

Significant Disproportionality

District Not Flagged for Significant Disproportionality in this area.

Identify Trends	Improvement Planning and Activities



Significant Disproportionality - Discipline

Significant Disproportionality

District Not Flagged for Significant Disproportionality in this area.

Identify Trends/Notable Observations	Improvement Planning and Activities

Significant Disproportionality - Identification

Significant Disproportionality

District Not Flagged for Significant Disproportionality in this area.

Identify Trends/Notable Observations	Improvement Planning and Activities

## Non-Resident Students Oversight

1. Is your district currently a host district for a 1306 facility?

Yes

24 P.S. §1306 facilities				
Facility Name	Facility Type	Facility Type: Other	Services Provided By	Total Students in Facility
Community Options	Group Home		District	0

1. Describe the host's educational oversight to ensure students with disabilities are educated in the least restrictive environment while in the 1306 facility? (If not a host, answer as if you were.)

A group home recently opened in Strasburg through Community Options, Inc. of South Central PA. This is a small home, where just two clients reside. Back in 2020, one student of school age was a resident. He aged out at 22 last school year. The other client is an adult. The director of Community Options, as well as the supervisor of this particular group home, both have the district contact information for possible future residents who still attend school. The District fully understands and complies with Section 1306 responsibilities including the identification, evaluation, placement and provision of special education services to residents of this group home or potential other homes and/or institutions. Specifically, contact is made with the student's resident district and records are requested to determine needed placement and services. Parent/guardian contact is made, special education services are discussed, IEP revisions/meetings are planned, and NOREPs are issued. This would all take place within five days of admission. If a facility were to open within District boundaries, with general education students, enrollment processes would be similar. Additionally, the District would be in contact with the institution's director to locate, identify and evaluate any students who may need services while residing in the District. At this time, there are no barriers that exist which limit the District in meeting our obligation under Section 1306 of the Public School Code.

2. Describe the district's procedures for communicating with 1306 facilities and how the district ensures a successful transition back to school?

Given this facility is a group home, placements are typically permanent. Ongoing communication occurs between host district, resident district, group home staff and parents. With parent permission, group home staff are invited to meetings as part of the IEP team. Annual IEPs and any reevaluations are shared with the resident district, in order for them to remain reasonably informed and have data needed for special education PIMS reports.

## Incarcerated Students Oversight

1. Does the district have an adult correctional facility that houses juveniles within its geographical boundaries?

No

If Yes -

1. Describe the system of oversight the District would implement to ensure that all incarcerated students who may be eligible for special education are located, identified, evaluated and when deemed eligible, are offered a free appropriate public education (FAPE).

## Least Restrictive Environment

1. Review the district's data for Least Restrictive Environment. Highlight areas of improvement.

A 6 year review indicates steady percentages of students within general education for 80% or more of the school day. The data reveals a slight decrease in percentages of students within general education for less than 40% of the school day. Lastly, there continues to be variability in the percentages of students receiving services in 'other' facilities. This is mainly due to an increased use of IU13 specialized transition programs for students' exit years, and a variable number of students appropriate for those programs in any given year due to age and transition related needs.

LRE is consistently monitored at the district and building level, and carefully reviewed during each annual IEP meeting. It is always a tricky balance to ensure specialized services and supports are provided while also maximizing time within general education classrooms and with non-disabled peers. We focus IEP meetings on needed interventions and services, and prioritize that time within a student's day. For example, a 5th grade student reading at a 3rd grade level will spend a large majority of time in the literacy block within general education. Based upon assessments, though, that student may also require a 30-60 minute decoding intervention using a program such as Wilson Reading System. They may further require a 30 minute comprehension intervention using a program such as the 95% Group Comprehension program or Visualizing and Verbalizing. We do not base LRE decisions on percents or administrative and scheduling ease, but rather needed time for research-based programs, necessitating time outside of the general education classroom / curriculum.

Through recent Cyclical/Compliance Monitoring, the following positive information was gleaned from the parent surveys:

- \*90% of parents agree with the time their child spends in the general education setting

- \*94% of parents understand the information shared by school staff

- \*88% of parents believe their child's IEP is fully implemented

- \*79% of parents feel their child is making progress towards IEP goals (21% rated themselves 'in between' with no parents responding in disagreement of progress)

- \*100% of parents believe they are a respected member of the IEP team

2. What universal practices does the district utilize to address the academic and social/emotional needs of all students in need of accommodations to their learning environments?

Current initiatives within the District which help to support students with special needs in the general education environment include Response to Instruction and Intervention / tiered supports, co-teaching, differentiated instruction, progress monitoring and ongoing data team meetings, standards-based report cards in kindergarten through fifth grade, hybrid learning models, personalized learning initiatives, common assessments, and greater use of technology in all classrooms with a variety of devices and applications. The District is currently going through an Instructional Engagement Review with IU13, to help identify instructional engagement strengths within each building as well as areas for improvement. This is a process that began this Fall, and will continue through the 2023-2024 school year. The overall goal of this process is enhanced student engagement, thereby positively influencing both academic and social/emotional needs of all students.

The District now has two trained Nonviolent Crisis Prevention trainers. To date, we have over 75 staff trained and are scheduled to provide verbal de-escalation training to all high school staff this Spring. Each building continues to provide social/emotional professional development, with recent ones focusing on Mindful Education, Trauma Informed Practices and Poverty Simulations.

Most recently, at the high school level, we added Link Crew to help freshman with the transition to high school life. Guidance counselors also provide 1:1 and small group supports on a variety of topics such as anxiety, depression, stress management, anger management and more. A 9th grade universal mental health screening is also conducted in the fall each year. School wide positive behavior supports are also active K-8, including skill instruction and supports such as Pioneer Gold and Pioneer Pride tickets to reinforce positive decision-making following school/classroom rules.

Regular guidance lessons are completed with all students, ranging from every other week to monthly in the older grades. Additionally, through our special education department and contracted BCBA, we provide ongoing individualized training related to PBSPs. We provide consultative services for general education students as well, to assist the intervention team with developing general education strategies and supports. At the elementary level, we have increased the use of the Check-in / Check-out system which has proved extremely successful.

During the recent Cyclical Monitoring, the following data was gleaned from teacher surveys:

- \*76% of teachers know/use cooperative learning

- \*84% of teachers know/use modified curriculum when appropriate

- \*94% of teachers know/use differentiated instruction

- \*84% of teachers know/implement positive behavior supports at the class and individual level

3. Describe the academic programming and training efforts the LEA utilizes to ensure meaningful participation of students with disabilities in the general education curriculum.

Recent professional development, supporting all students, includes Trauma Informed Practices, Mindful Education, Personalized Learning, and 21st Century Learning. Recent professional development specific to special education staff includes: Alternate Eligible Content and standards-aligned goals for our students who take the PASA; curricular alignment within our life skills support programs to the alternate eligible content; on-site coaching in our life skills support program; Strategic Instruction Model reading comprehension and writing strategies with IU13 consultants; Wilson Reading, Megawords and LETRS training with IU13 consultants; Transition Planning and Agency Supports; Autism supports; and Concrete-Abstract-Representational Math Strategies through PaTTAN.

The District provides supplementary aids and services to students while in the general education environment, through general education teachers, special education co-teachers, and paraprofessionals. General education teachers provide specially designed instruction and accommodations in their classrooms. These are explicitly stated in IEPs and are used to help students access the general education curriculum. Some examples include curriculum adaptations, alternate assignments, test taking accommodations, and grading modifications. The Supplementary Aids and Services Consideration Toolkit, developed by

PaTTAN and the Bureau of Special Education, has been utilized when typical accommodations are unsuccessful. A list of commonly considered accommodations can be found below:

- Provide examples and non-examples to illustrate a concept or strategy.
- Utilize multi-sensory techniques.
- Model proficient performance expectations and thought processes.
- Provide corrective feedback.
- Use formative assessment throughout lessons to formally or informally monitor progress.
- Summarize key points following the introduction of new material.
- Teach memory techniques, such as mnemonic devices.
- Seat the student away from distractions.
- Limit visual distractions.
- Provide models of completed projects for student reference.
- Use audio versions of textbooks and novels, and/or text to speech options within student iPads and Chromebooks.
- Provide assistance with organizing materials.
- Color-code books, notebooks, and/or materials.
- Break down long assignments into smaller chunks/increments.
- Increase the amount of modeling, demonstration, and guided practice.
- Use graphic organizers to show relationships among concepts.
- Give directions in small, distinct steps.
- Allow extra time for taking/completing tests (% of extended time is specified).
- Provide color-coded, highlighted text.
- Use a variety of questioning techniques, allowing for more response opportunities.
- Provide sufficient, distributed, and cumulative review.
- Provide scaffolding for learning and generalization.
- Clarify instructions, ask for questions, and give immediate feedback.
- Relate new topics to already learned topics or real-life examples.
- Progress from concrete to abstract math concepts.
- Use peer mentoring, group discussions, and cooperative learning situations.
- Provide study guides. • Give shorter, more frequent exams.
- Use alternative assessment methods (details would be included).
- Provide social skills instruction.
- Provide psychological counseling.
- Use individualized positive behavior support plan.
- Accommodate adjustments to sensory input (e.g. light, sound).
- Provide curriculum modification, assessment, and grading (details would be included).

4. Describe the supplementary aids and services the LEA utilizes to ensure meaningful participation of students with disabilities in extracurricular activities.

Students with disabilities are provided the same opportunities to participate in extracurricular activities as peers who are non-disabled. Needs are individualized and determined by IEP team members, including parents. Recent accommodations include paraprofessionals working after school each day during play practice for the Fall musical, paraprofessionals and teachers serving as chaperones for homecoming and other school dances/evening events, preview and skill instruction for expected behaviors for an usher at the high school play, and peer mentors created for high school clubs.

5. Describe the District procedures, which ensure that, to the maximum extent appropriate, children with disabilities placed in private institutions are educated with non-disabled children and have the opportunity to participate in district lead extracurricular activities?

The goal of the District is to educate students with disabilities in the same school they would attend if non-exceptional. It is only after an IEP team has determined that on-site district programming is not appropriate to meet a student's needs that the District will consider placement in an IU13 program, neighboring school district program, or other/separate facility program. By considering the full range of placement options, while maintaining strong LRE practices, the District ensures a free, appropriate public education (FAPE) for all students.

For students placed in out-of-District programs, the Special Services Director or Consultant attends IEP meetings and maintains regular communication with the staff and parents of those students. The goal is always to integrate a student back into his/her neighborhood school when IEP data reveals this would ensure FAPE. Additionally, students in out-of-district placements are always encouraged to continue or begin participation in extracurricular sports and clubs within the District, as well as building level activities which are most prevalent at the elementary level on evenings and weekends. Information is shared with parents as requested, and transportation is arranged accordingly.

Students attending IU13 specialized transition programs are integrated into the community through student internships. While not in a school setting, this time with non-disabled peers is valuable as it mirrors the workplace settings many students will transition into upon graduation. Job trainers work tirelessly to build skills but also build natural supports for the students within each worksite.

6. Discuss the district's need to build capacity and expand programs and services in an effort to provide a continuum of services. (Consider the out of district placement chart)

Our two highest populated out-of-district placements include full-time autistic support and specialized transition programs. As a district, consideration is always given to creating on-site programming in these areas. The need for highly specialized staff, for both programs, is what has led to the continued contracting with the local intermediate unit. The District hosts one IU program on-site, and hopes to offer more options at the elementary level once our new kindergarten center is open (anticipated in 2024).



### Out of District Placements

Facility Name	Facility Type	Other	Operated By	Service Type	Number of Students Placed
Work Immersion Programs (Willow Valley/Project Search/Materials Handling)	Other	Other public separate facility	IU13	Life Skills Support	4
School-To-Work	Other	Other public separate facility	IU13	Life Skills Support	5
Elanco (Garden Spot HS and MS, and New Holland Elem)	Other	School District	Elanco SD	Autistic Support	4
Elanco (Garden Spot MS and Blue Ball Elem)	Other	School District	Elanco SD	Multiple Disabilities Support	2
Vista	Approved Private School (APS)		Vista	Autistic Support	2
New Story Lancaster	Licensed Private Academic		New Story	Autistic Support	4
Central Education Center	Other	Other separate facility	IU13	Emotional Support	1
Fairland at Central Ed Center	Other	Other separate facility	IU13	Emotional Support	1
River Rock Academy, Lancaster	Licensed Private Academic		River Rock Academy	Emotional Support	2
Child and Career Development Center	Other	Other separate facility	Chester County IU	Learning Support	2
Deaf/Hard of Hearing Support (Baron Elem and Warwick MS)	Other	School District	IU13	Deaf and Hard of Hearing Support	2
Autistic Support (East Petersburg Elem, Marticville MS, Elizabethtown HS and McCaskey HS)	Other	School District	IU13	Autistic Support	4
Multiple Disabilities Support - Landisville MS	Other	School District	IU13	Multiple Disabilities Support	1
Community School Southeast	Other	Other separate facility	IU13	Emotional Support	1

## Positive Behavior Support

Date of Approval

2019-02-04

Uploaded Files

Policy - Positive Behavior Support.pdf

### 1. How does the district support the emotional, social needs of students with disabilities?

District policy specifies that the IEP for each student who exhibits behaviors which interfere with his/her ability to learn or with the learning of others must include provisions for positive behavior support. The policy defines Positive Behavior Supports as a plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A positive behavior support plan shall be developed by the IEP team, be based on a functional behavioral assessment, and become part of the student's IEP. These plans must include methods that utilize positive reinforcement and other positive techniques to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behavior to specific tangible rewards. Furthermore, the policy indicates that behavior support shall be positive in nature, and that aversive techniques, restraints, or disciplinary procedures may not be used as a substitute for a behavior support plan.

Positive behavior support plans are developed following a functional behavior assessment and with input from IEP team members including parents, regular and special education teachers, principals, guidance counselors, school psychologists, and the special education consultant or supervisor. Positive techniques are the foundation of all positive behavior support plans. More recently, the District began contracting for BCBA support to provide greater levels of expertise and support to help guide behavior plans for our students struggling to meet IEP goals. During the 2021-2022 school year, the District contracted for a BCBA from IU13 one day per week. This current year (2022-2023), the District has contracted with Behavior Therapy International for a BCBA on-site at least two days per week.

Emotional Support is available within the District in grades Kindergarten through twelve. The district emotional support program consists of special education teachers, paraprofessionals, psychologists, and social worker, supporting the academic and social/emotional development of students. The program has a strong focus on the mental health of the students and provides daily groups run by the teachers, counseling provided by the school psychologists, and adventure-based learning / service learning provided by the social worker. Curriculum targets have been developed based upon the PA Interpersonal Skills standards.

There are currently five professional itinerant teaching staff who support students on the autism spectrum, grades kindergarten through twelve. The itinerant services provided include staff consultation as well as direct student services. Itinerant autistic support focuses instruction on social cognition, emotional regulation, problem solving, executive functioning and perspective taking.

2. Describe training provided to staff in the use of positive behavior supports, de-escalation techniques and responses to behavior that may require immediate intervention.

District administration and special education staff have received training on positive behavior supports and de-escalation techniques. Over 75 staff, including teachers, paraprofessionals, guidance counselors, and administrators, have been trained in the Nonviolent Crisis Intervention model, with the goal of additional staff trained each year. There is also a district-level crisis team, comprised of the special services director, special education consultants, school psychologists and social worker, which are able to respond to any student in crisis and to assist teams in de-escalation techniques. Our contracted BCBA conducts observations and meets with staff to review/revise behavior plans. She also provides training and coaching to teachers (both special education and general education) and paraprofessionals. She has been instrumental in supporting our teams in working with very challenging behaviors.

3. Describe the district positive school wide support programs.

The District continues to improve overall behavior supports, including revamping existing programs and developing new ones. The school psychologists are completing many more functional behavior assessments and providing intensive hands-on coaching, helping to improve the quality of positive behavior support plans. The amount of group and individual psychological counseling sessions has also increased.

Secondary counselors have begun more proactive guidance groups with topics including anxiety, depression, anger management, friendships, and bullying. They assist students with their social, emotional, and educational development. Focus areas include, but are not limited to, academic concerns, discipline problems, course selection, post-secondary education and career options, financial aid and scholarships, family issues, peer relationship issues, and drug and alcohol concerns. Additionally, a yearly mental health screening is now in place at the high school level. The High School just began Link Crew this year as a means to better transition students into ninth grade, and connect them with upperclassmen to serve as mentors throughout their high school years. Link Leaders build a mentor relationship with their freshman group, support academics and positive student skills, connect outside of school at social events, and make ongoing personal contacts outside of monthly group meetings. Lampeter-Strasburg High School also has an Aavidum club, with goal to create a positive mental health environment in which all students feel accepted, appreciated, acknowledged, and cared for in schools and communities. An emotional support teacher and school psychologist serve as club advisors. In addition to typical club activities, Aavidum has created a table in the cafeteria at which all students are welcomed and appreciated.

Schoolwide positive behavior supports continue at the elementary and middle school level, including the use of the School-wide Information System (SWIS) to collect behavioral data; proactive instruction and modeling of routines such as bus and cafeteria rules/expectations; Circle the Wagons, consisting of lessons, activities and student recognition related to a Growth Mindset and Grit; and Bucket Filling lessons, themes, and reinforcement activities. In Kindergarten through grade six, biweekly guidance lessons are designed to promote social competence and reduce children's social-emotional problems. The counseling curriculum teaches skills that promote healthy social-emotional development, empathy, impulse control, and problem solving. Guidance lessons ensure that students are meeting the ASCA standards for academic, career, and personal/social development as well as the Chapter 339 standards. In Kindergarten through grade eight, students are sometimes referred for small group counseling when experiencing a problem that other students are facing. Groups are designed to teach students how to manage their feelings and how to cope with their emotions in both academic and social settings.

Groups encourage students to be role models for others and to set a standard of excellence in his/her classroom. Examples of groups include the following: Anger - helping students learn how to identify and appropriately express their anger; Anxiety - giving students the tools they need to overcome their anxious feelings; Divorce - helping students cope with their parents' divorce; Grief and Loss - helping students cope with their thoughts and feelings related to their loss; Making and Keeping Friends - helping students reflect on the characteristics of good friends; Self-Esteem - helping students boost their confidence; and Social Skills - helping students build an understanding of positive school behaviors.

Individual counseling is offered to all students when needed. A student can be referred for individual counseling by teachers, parents, administrators, support staff, counselors, or by the student themselves. There are many reasons students work individually with a school counselor. If a student's presenting problem is ongoing, a referral may be made for outside counseling services and/or for a multidisciplinary evaluation if special education services are not already in place.

The District currently has four facility dogs, one within each school building. The dogs interact with the student population on a daily basis, with a focus on our emotional support, autistic support, and life skills support programs. They are also heavily relied upon by school nurses and counselors to help support students in crisis.

4. Describe the district school-based behavior health services.

The District contracts with PA Counseling through the Lancaster County Drug and Alcohol Commission for our Student Assistance Program (SAP). The clinician from PA Counseling provides program support and assessments for at-risk students. The SAP teams at the middle and high school levels include administrators, school counselors, school nurses, school social worker, classroom teachers and PA Counseling clinician. The primary goal of our program is to remove barriers to learning. The SAP team members are trained to identify problems, determine whether or not the presenting problem lies within the responsibility of the school, and to make recommendations to assist the student and parent/guardian.

The District also continues to partner with TeamCare Behavioral Health, LLC, to provide school-based outpatient counseling. We are currently meeting the counseling needs of roughly 50 students across our four school buildings, K-12, with the services of two TeamCare clinicians. This has been well received by the school board, administration, staff and parents, meeting our District goal of addressing the non-academic needs of our students. There is, unfortunately, a waiting list within each building for students to access these services. The hope is for a new clinician to be hired to meet the increased counseling needs of our students.

5. Describe the district restraint procedure.

The District has two certified CPI trainers, and we hold at least two trainings annually. All special education teachers and paraprofessionals become certified, as well as building level supports such as principals, school counselors, and nurses. In addition to trainings, we hold small group meetings with staff within certain programs more likely to need to use restraint, for ongoing practice and problem solving. We have internal Incident Reports that are

completed any time a restraint occurs. We use this information for RISC reporting, and to ensure meetings are held within ten days. Incident Reports are reviewed to determine patterns, the potential need for behavior plan revisions, and/or the potential need for new FBAs or possibly formal reevaluations.

As indicated in our Board Policy: Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective. The Director of Special Education or designee shall notify the parent/guardian as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the parent/guardian, after written notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised positive Behavior Support Plan, or a change of placement to address the inappropriate behavior. The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or employed as punishment. Restraints may be included in an IEP only if: 1. The restraint is used with specific component elements of a positive Behavior Support Plan. 2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors. 3. Staff are authorized to use the restraint and have received appropriate training. 4. Behavior Support Plan includes efforts to eliminate the use of restraints.

## Intensive Interagency

Please address any areas of concern with students who are placed on Instruction Conducted in the Home or who are at a substantial risk of waiting more than 30 days for an appropriate educational placement.

The district does not have students for whom we have had difficulty locating a program to ensure the provision of FAPE as documented with approved NOREPs and student progress. We have had a few students receiving homebound instruction, all due to surgeries/medical procedures. Their services were all planned prior to the scheduled medical procedures, and each student receives 1:1 instruction in the home or virtual (based upon parent and teacher preference). One has already returned to school, and the other continues on homebound instruction at this time.

The District also continues to foster collaborative relationships with a variety of service providers including IUs outside the county, approved private schools, licensed private schools, and neighboring school districts. This has proved extremely beneficial when students with complex academic and/or behavioral needs enter the district or are newly identified for services. In the event the District has a student who requires intensive interagency supports, the District would refer that student to the regional interagency coordinator for intensive interagency coordination.

## Education Program (Caseload FTE)

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSJaSn	Secondary	Full-time (1.0)	02/21/2023 10:17 AM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
Intermediate Unit	Secondary	15 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Full-Time (80% or More)		7
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
Intermediate Unit	Secondary	15 to 17
<b>Age Range Justification</b>		<b>FTE %</b>

	0.58
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FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
SPLVR	Secondary	Full-time (1.0)	02/06/2023 04:14 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Speech And Language Support		
<b>Support Sub-Type</b>		
Speech And Language Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		33
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	11 to 14
<b>Age Range Justification</b>		<b>FTE %</b>
		0.51

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Speech And Language Support		
<b>Support Sub-Type</b>		
Speech And Language Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		23
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.35



FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
SPLOW	Elementary	Full-time (1.0)	02/06/2023 04:06 PM

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Speech And Language Support		
<b>Support Sub-Type</b>		
Speech And Language Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	63	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	8 to 11
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.97	

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
SPLEC	Elementary	Part-time (0.5)	02/06/2023 03:59 PM

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Speech And Language Support		
<b>Support Sub-Type</b>		
Speech And Language Support		
<b>Level of Support</b>	<b>Case Load</b>	

Itinerant (20% or Less)		26
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	5 to 9
<b>Age Range Justification</b>		<b>FTE %</b>
Therapy sessions do not exceed age range requirements.		0.4

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
SPELE	Elementary	Full-time (1.0)	02/06/2023 03:54 PM

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Speech And Language Support		
<b>Support Sub-Type</b>		
Speech And Language Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		65
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 9
<b>Age Range Justification</b>		<b>FTE %</b>
		1

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
MMML	Secondary	Full-time (1.0)	02/06/2023 03:38 PM

<b>Building Name</b>
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Martin Meylin MS		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	8	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 14
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.67	

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
MMKC	Secondary	Full-time (1.0)	02/06/2023 03:09 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Life Skills Support		
<b>Support Sub-Type</b>		
Life Skills Support (Grades K-6)		
<b>Level of Support</b>	<b>Case Load</b>	
Supplemental (Less Than 80% but More Than 20%)	1	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 12
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.05	

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		

Life Skills Support		
<b>Support Sub-Type</b>		
Life Skills Support (Grades 7-12)		
<b>Level of Support</b>	<b>Case Load</b>	
Supplemental (Less Than 80% but More Than 20%)	6	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 14
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.3	

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MMAH	Secondary	Full-time (1.0)	02/06/2023 03:12 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	11	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	11 to 14
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.22	

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		

Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	11 to 14
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MMMH	Secondary	Full-time (1.0)	02/06/2023 03:37 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		3
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 14
<b>Age Range Justification</b>		<b>FTE %</b>
		0.06

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>

Supplemental (Less Than 80% but More Than 20%)		8
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	11 to 14
<b>Age Range Justification</b>		<b>FTE %</b>
		0.4

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
MMEH	Secondary	Full-time (1.0)	02/06/2023 03:14 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		17
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 14
<b>Age Range Justification</b>		<b>FTE %</b>
		0.34

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		1
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>

School District	Secondary	13 to 13
<b>Age Range Justification</b>		<b>FTE %</b>
		0.05

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
MMEL	Secondary	Full-time (1.0)	02/06/2023 03:16 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		17
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 15
<b>Age Range Justification</b>		<b>FTE %</b>
		0.34

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		1
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 12
<b>Age Range Justification</b>		<b>FTE %</b>

	0.05
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FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MMMK	Secondary	Full-time (1.0)	02/06/2023 03:16 PM

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		13
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 15
<b>Age Range Justification</b>		<b>FTE %</b>
		0.26

<b>Building Name</b>		
Martin Meylin MS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		5
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	12 to 13
<b>Age Range Justification</b>		<b>FTE %</b>
		0.25



FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSKS	Secondary	Full-time (1.0)	02/06/2023 03:17 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	2	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	16 to 18
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.17	

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>	<b>Case Load</b>	
Supplemental (Less Than 80% but More Than 20%)	1	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	17 to 17
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.12	

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSKI	Secondary	Full-time (1.0)	02/06/2023 03:17 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Life Skills Support		
<b>Support Sub-Type</b>		
Life Skills Support (Grades 7-12)		
<b>Level of Support</b>	<b>Case Load</b>	
Supplemental (Less Than 80% but More Than 20%)	11	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	15 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.55

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSLB	Secondary	Full-time (1.0)	02/06/2023 03:18 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	12	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>

School District	Secondary	14 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.24

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	15 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HSMB	Secondary	Full-time (1.0)	02/06/2023 03:39 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		11
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 18

<b>Age Range Justification</b>	<b>FTE %</b>
	0.22

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		2
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	15 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.1

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HSMC	Secondary	Full-time (1.0)	02/06/2023 03:21 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		7
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	16 to 19
<b>Age Range Justification</b>		<b>FTE %</b>
		0.14

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		7
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	15 to 19
<b>Age Range Justification</b>		<b>FTE %</b>
		0.35

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HSMM	Secondary	Full-time (1.0)	02/06/2023 03:21 PM

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<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		12
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	15 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.24

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSJS	Secondary	Full-time (1.0)	02/06/2023 03:22 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		13
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.26

<b>Building Name</b>		
Lampeter-Strasburg SHS		

<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		2
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	17 to 18
<b>Age Range Justification</b>		<b>FTE %</b>
		0.1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HSMS	Secondary	Full-time (1.0)	02/06/2023 03:23 PM

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.08

<b>Building Name</b>		
Lampeter-Strasburg SHS		
<b>Support Type</b>		
Learning Support		

<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		10
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Secondary	14 to 17
<b>Age Range Justification</b>		<b>FTE %</b>
		0.5

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHEM	Elementary	Full-time (1.0)	02/06/2023 03:24 PM

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		6
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	8 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.5

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		



<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		1
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	10 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.05

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHRV	Elementary	Full-time (1.0)	02/06/2023 03:24 PM

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		5
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	8 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.1

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4

<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	9 to 11
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHBK	Elementary	Full-time (1.0)	02/06/2023 03:25 PM

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Life Skills Support		
<b>Support Sub-Type</b>		
Life Skills Support (Grades K-6)		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		6
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	9 to 11
<b>Age Range Justification</b>		<b>FTE %</b>
		0.3

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHKH	Elementary	Full-time (1.0)	02/06/2023 03:25 PM

<b>Building Name</b>
Hans Herr El Sch

<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		12
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	10 to 11
<b>Age Range Justification</b>		<b>FTE %</b>
		0.24

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Physical Support		
<b>Support Sub-Type</b>		
Physical Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		1
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	10 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.02

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHBT	Elementary	Full-time (1.0)	02/06/2023 03:26 PM

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<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		

Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>	<b>Case Load</b>	
Itinerant (20% or Less)	11	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	10 to 11
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.22	

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>	<b>Case Load</b>	
Supplemental (Less Than 80% but More Than 20%)	3	
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	10 to 11
<b>Age Range Justification</b>	<b>FTE %</b>	
	0.15	

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHMB	Elementary	Full-time (1.0)	02/06/2023 03:26 PM

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<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		

<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		14
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	9 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.28

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		5
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	9 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.25

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
HHAM	Elementary	Full-time (1.0)	02/06/2023 03:27 PM

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		

Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		13
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	8 to 10
<b>Age Range Justification</b>		<b>FTE %</b>
		0.26

<b>Building Name</b>		
Hans Herr El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		1
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	9 to 9
<b>Age Range Justification</b>		<b>FTE %</b>
		0.05

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LELS	Elementary	Full-time (1.0)	02/06/2023 03:27 PM

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<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Life Skills Support		
<b>Support Sub-Type</b>		
Life Skills Support (Grades K-6)		
<b>Level of Support</b>		<b>Case Load</b>

Supplemental (Less Than 80% but More Than 20%)		3
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.15

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LELK	Elementary	Part-time (0.5)	02/06/2023 03:27 PM

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.33

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LECA	Elementary	Full-time (1.0)	02/06/2023 03:28 PM

<b>Building Name</b>		
Lampeter El Sch		

<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		5
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.42

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Autistic Support		
<b>Support Sub-Type</b>		
Autistic Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		3
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	5 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.38

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LECPK	Elementary	Full-time (1.0)	02/06/2023 03:29 PM

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Emotional Support		



<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		6
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.12

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Emotional Support		
<b>Support Sub-Type</b>		
Emotional Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		4
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 7
<b>Age Range Justification</b>		<b>FTE %</b>
		0.2

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LEAS	Elementary	Full-time (1.0)	02/06/2023 03:29 PM

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<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		

<b>Level of Support</b>		<b>Case Load</b>
Itinerant (20% or Less)		8
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 7
<b>Age Range Justification</b>		<b>FTE %</b>
		0.16

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		3
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	6 to 7
<b>Age Range Justification</b>		<b>FTE %</b>
		0.15

<b>FTE ID</b>	<b>Classroom Location</b>	<b>Full-time or Part-time Position?</b>	<b>Revised</b>
LERW	Elementary	Full-time (1.0)	02/06/2023 03:30 PM

<b>Building Name</b>	
Lampeter El Sch	
<b>Support Type</b>	
Learning Support	
<b>Support Sub-Type</b>	
Learning Support	
<b>Level of Support</b>	<b>Case Load</b>

Itinerant (20% or Less)		2
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	7 to 8
<b>Age Range Justification</b>		<b>FTE %</b>
		0.04

<b>Building Name</b>		
Lampeter El Sch		
<b>Support Type</b>		
Learning Support		
<b>Support Sub-Type</b>		
Learning Support		
<b>Level of Support</b>		<b>Case Load</b>
Supplemental (Less Than 80% but More Than 20%)		6
<b>Identify Classroom</b>	<b>Classroom Location</b>	<b>Age Range</b>
School District	Elementary	7 to 9
<b>Age Range Justification</b>		<b>FTE %</b>
		0.3

## Special Education Facilities

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		57
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
25 feet, 0 inches x 19 feet, 0 inches	475sqft	16
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
EE18DA98-52FF-4004-8C4E-0324645426DE.jpeg		

### 1Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		58
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
40 feet, 0 inches x 28 feet, 0 inches	1120sqft	40
<b>Implementation Date</b>		
2023-02-14		

<b>Uploaded Files</b>
D4ED9238-E7E5-4FCE-A5BC-225267CE0792.jpeg

## 2Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>	<b>Room #</b>	
Hans Herr El Sch	46	
<b>School Building</b>	<b>Building Description</b>	
Elementary	A building in which general education programs are operated	
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
18 feet, 0 inches x 11 feet, 0 inches	198sqft	7
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
0629BB0D-28D7-4F68-B3BE-29EA7F012C70.jpeg		

## 3Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		39
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
28 feet, 0 inches x 32 feet, 0 inches	896sqft	32
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
131B8539-E654-4AE0-BB2C-BC5538B1B68B.jpeg		

#### 4Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		28
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
37 feet, 0 inches x 20 feet, 0 inches	740sqft	26
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		

1D832302-FAE9-4E6A-9D9B-5F98EBB0C9EA.jpeg

#### 5 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Hans Herr El Sch		23
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
18 feet, 0 inches x 8 feet, 0 inches	144sqft	5
Implementation Date		
2023-02-14		
Uploaded Files		
52292C22-1A1A-4F17-BD21-9408290B66AE.jpeg		

#### 6 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		14
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
29 feet, 0 inches x 18 feet, 0 inches	522sqft	18
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
36B58DDE-3944-4B31-AA31-CDEC3AC942B0.jpeg		

#### 7Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Hans Herr El Sch		13
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
28 feet, 0 inches x 30 feet, 0 inches	840sqft	30
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		



FB21A825-0286-49E7-AF82-7D34AE8B6512.jpeg

8 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter El Sch		220A
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
20 feet, 0 inches x 17 feet, 0 inches	340sqft	12
Implementation Date		
2023-02-14		
Uploaded Files		
1CD77FCD-22FC-453F-AB3B-A536F75C562C.jpeg		

9 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter El Sch		220B
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
18 feet, 0 inches x 12 feet, 0 inches	216sqft	7
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
062B44CE-9F36-4214-AF47-F6756B5417E5.jpeg		

#### 10Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter El Sch		217
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
28 feet, 0 inches x 18 feet, 0 inches	504sqft	18
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		

D4BCF0FF-C52A-455C-84FE-4DE45D951F21.jpeg

#### 11 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter El Sch		227
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
28 feet, 0 inches x 16 feet, 0 inches	448sqft	16
Implementation Date		
2023-02-14		
Uploaded Files		
AB77BD1E-6AB0-436E-8CF6-064E739FCD56.jpeg		

#### 12 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter El Sch		208A
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
18 feet, 0 inches x 20 feet, 0 inches	360sqft	12
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		
BE647892-368D-44C3-9FA9-E2C08F45D708.jpeg		

### 13Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter El Sch		208B
<b>School Building</b>		<b>Building Description</b>
Elementary		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
26 feet, 0 inches x 14 feet, 0 inches	364sqft	13
<b>Implementation Date</b>		
2023-02-14		
<b>Uploaded Files</b>		

840B138B-A1A7-45F6-B52D-E0FE5D306F3A.jpeg

14 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter El Sch		219
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
14 feet, 0 inches x 12 feet, 0 inches	168sqft	6
Implementation Date		
2023-02-14		
Uploaded Files		
9BCFAA4E-DF65-4497-BE4A-2603C53BA2DC.jpeg		

15 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		23
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
30 feet, 0 inches x 20 feet, 0 inches	600sqft	21
<b>Implementation Date</b>		
2023-02-15		
<b>Uploaded Files</b>		
DC09D4ED-A294-4A3C-A639-C0CC6A81F9E1.jpeg		

#### 16Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		19
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
19 feet, 0 inches x 25 feet, 0 inches	475sqft	16
<b>Implementation Date</b>		
2023-02-15		
<b>Uploaded Files</b>		

6E5C0CD7-17E6-430B-A44B-C5382396B818.jpeg

17Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Martin Meylin MS		14
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
27 feet, 0 inches x 20 feet, 0 inches	540sqft	19
Implementation Date		
2023-02-15		
Uploaded Files		
A0A4CB3E-FA74-4E95-9685-E959A5902F1A.jpeg		

18Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		12
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
27 feet, 0 inches x 14 feet, 0 inches	378sqft	13
<b>Implementation Date</b>		
2023-02-15		
<b>Uploaded Files</b>		
43EC0803-C56C-4615-876B-A9FA910A6516.jpeg		

#### 19Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		18
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
24 feet, 0 inches x 19 feet, 0 inches	456sqft	16
<b>Implementation Date</b>		
2023-02-15		
<b>Uploaded Files</b>		



4F4A21B1-B046-4DED-8F5B-3A3DEB1E86D3.jpeg

#### 20 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Martin Meylin MS		40
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
18 feet, 0 inches x 27 feet, 0 inches	486sqft	17
Implementation Date		
2023-02-15		
Uploaded Files		
8FB494D3-2297-4745-BBB8-33DA16E6C9A1.jpeg		

#### 21 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		22
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
20 feet, 0 inches x 18 feet, 0 inches	360sqft	12
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		
CEA7F4EA-330C-4414-A2D3-631FE5CECE0A.jpeg		

## 22Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Martin Meylin MS		24
<b>School Building</b>		<b>Building Description</b>
Middle		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
27 feet, 0 inches x 14 feet, 0 inches	378sqft	13
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		

24BD58C0-B0D2-4F9B-AA69-7DD5C68E7341.jpeg

23Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter-Strasburg SHS		207
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
32 feet, 0 inches x 21 feet, 0 inches	672sqft	24
Implementation Date		
2023-02-17		
Uploaded Files		
B691E791-3F46-4FAE-916E-C58CB12AAA56.jpeg		

24Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter-Strasburg SHS		209
<b>School Building</b>		<b>Building Description</b>
Senior High		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
32 feet, 0 inches x 21 feet, 0 inches	672sqft	24
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		
9C14BBD4-70D7-42B7-9834-D26AB9AEA2D1.jpeg		

#### 25Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter-Strasburg SHS		308
<b>School Building</b>		<b>Building Description</b>
Senior High		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
32 feet, 0 inches x 19 feet, 0 inches	608sqft	21
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		

60C411E7-048E-452A-8939-44F8EA45FD1C.jpeg

#### 26 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter-Strasburg SHS		310
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
32 feet, 0 inches x 19 feet, 0 inches	608sqft	21
Implementation Date		
2023-02-17		
Uploaded Files		
5BC92EC7-6CDC-46D8-AEB7-6D2C1356D2DE.jpeg		

#### 27 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter-Strasburg SHS		315
<b>School Building</b>		<b>Building Description</b>
Senior High		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
31 feet, 0 inches x 33 feet, 0 inches	1023sqft	36
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		
3383E8C1-71FD-436A-80EB-A8F3AD871550.jpeg		

#### 28Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

<b>Building Name</b>		<b>Room #</b>
Lampeter-Strasburg SHS		219
<b>School Building</b>		<b>Building Description</b>
Senior High		A building in which general education programs are operated
<b>Classroom Measurements</b>	<b>Classroom Area Measurement</b>	<b>Max # of students in classroom</b>
32 feet, 0 inches x 19 feet, 0 inches	608sqft	21
<b>Implementation Date</b>		
2023-02-17		
<b>Uploaded Files</b>		

30DE0E49-4FE3-4D2A-BB18-92F0722F5FA0.jpeg

29 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Lampeter-Strasburg SHS		228
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 0 inches x 21 feet, 0 inches	546sqft	19
Implementation Date		
2023-02-17		
Uploaded Files		
8D090EF5-842C-4E15-81D9-2FBC01DC7044.jpeg		

30 Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	
The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

## Special Education Support Services

### 31Special Education Support Services

Special Education Support Services	Numerical Value	Primary Location	Contractor or District
Director of Special Education	1	District Wide	District
Other	1	Elementary	District
Other	1	Secondary	District
School Psychologist	3	District Wide	District
Physical Therapist	.3	District Wide	Contractor
Occupational Therapist	.8	District Wide	Contractor
Social Worker	1	District Wide	District
Behavior Specialist	.5	Elementary	Contractor
Guidance Counselor	3	Elementary	District
Paraprofessionals	45	District Wide	District
Guidance Counselor	4	Secondary	District
Paraprofessionals	3	District Wide	Contractor



## Special Education Personnel Development

### Autism

Description of Training			
National Autism Conference, Penn State			
Lead Person/Position		Year of Training	
Special Services Director		2024, 2025	
Hours Per Training	Number of Sessions	Provider	Audience
6	3	Other	Special Education Teachers

Description of Training			
National Autism Conference, Archived sessions from summer 2022 and 2023			
Lead Person/Position		Year of Training	
Special Services Director		2023	
Hours Per Training	Number of Sessions	Provider	Audience
2-4	1	Intermediate Unit Other	Special Education Teachers

Description of Training			
Zones of Regulation			
Lead Person/Position		Year of Training	
Special Education Consultant		2023	
Hours Per Training	Number of Sessions	Provider	Audience
2	1	District	General Education Teachers

## Positive Behavior Support

Description of Training			
CPI, initial and renewal trainings			
Lead Person/Position		Year of Training	
2 District Trainers		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
6 or 12	2 trainings offered per year	District	Building Administrators Central Office Administrators Paraprofessionals Special Education Teachers Other

Description of Training			
CPI, verbal de-escalation (online modules, in person debrief/role play)			
Lead Person/Position		Year of Training	
2 District Trainers		2023	
Hours Per Training	Number of Sessions	Provider	Audience
3	1+	District Intermediate Unit	Building Administrators General Education Teachers Paraprofessionals Special Education Teachers

Description of Training			
Instructional Engagement			
Lead Person/Position		Year of Training	
Assistant Superintendent		2023, 2024, 2025	
Hours Per Training	Number of Sessions	Provider	Audience
6, plus coaching	1+	Intermediate Unit	Building Administrators General Education Teachers Special Education Teachers

## Paraprofessional

Description of Training			
Para Academy			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
6	3	Intermediate Unit	Paraprofessionals

Description of Training			
Paraprofessional Credential of Competency, training on the 10 standards outlined by the State - for any new para not yet Highly Qualified			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
2	10	PaTTAN	Paraprofessionals

Description of Training			
PaTTAN Paraprofessional sessions, archived/online - by topic, based upon specific job responsibilities			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
1-2	10+	PaTTAN	Paraprofessionals

## Transition

Description of Training			
Transition Re-Boot Camp, with High School Special Education staff			
Lead Person/Position		Year of Training	
Special Services Director		2023	
Hours Per Training	Number of Sessions	Provider	Audience
3	1	Intermediate Unit	Special Education Teachers

Description of Training			
Tours of adult service providers, with SECs and HS/MS LSS teachers			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024	
Hours Per Training	Number of Sessions	Provider	Audience
2	3	Other	Central Office Administrators Special Education Teachers

Description of Training			
Transition Planning, scope and sequence review			
Lead Person/Position		Year of Training	
Special Services Director		2024, 2025	
Hours Per Training	Number of Sessions	Provider	Audience
2	2	District	Special Education Teachers

## Science of Literacy

Description of Training	
Wilson Reading System, basics and review	
Lead Person/Position	Year of Training

Special Services Director		2023	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
6	1	Intermediate Unit	Special Education Teachers

<b>Description of Training</b>			
Phonics and Phonemic Awareness - targeting elementary staff			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Special Services Director		2023	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
6	1	Intermediate Unit	Special Education Teachers

<b>Description of Training</b>			
Megawords - targeting secondary staff			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Special Services Director		2023, 2024, 2025, 2026	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
3	1	Intermediate Unit	Special Education Teachers

<b>Description of Training</b>			
SIM trainings (such as Word Mapping, Summarizing, etc, based upon student need) - targeting secondary staff			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Special Services Director		2023, 2024, 2025, 2026	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
6	1	Intermediate Unit	Special Education Teachers

<b>Description of Training</b>
--------------------------------

Unique Learning Systems, ELA - targeting LSS teachers			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Special Services Director		2024, 2025, 2026	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
3	1	Intermediate Unit	Paraprofessionals Special Education Teachers

<b>Description of Training</b>			
Structured Literacy, initial large scale training			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Assistant Superintendent		2023	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
6	1	District PaTTAN	Building Administrators Central Office Administrators General Education Teachers Special Education Teachers

<b>Description of Training</b>			
Structured Literacy, continued PD for further skill development and integration			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Program Specialists		2023, 2024	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Audience</b>
2	4	District	General Education Teachers Paraprofessionals Special Education Teachers

## Parent Training

Description of Training			
IU13 Transition Coordinating Council			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
2	5	Intermediate Unit	Parents

Description of Training			
Parent Guide to Special Education, School-age Services; review/discussion - given to all parents as students transition into Kindergarten from Early Intervention			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
.25	1	District	Parents

Description of Training			
Title 1 Reading and Math nights			
Lead Person/Position		Year of Training	
Assistant Superintendent		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
2	1	District	Parents

Description of Training			
Kindergarten Expo			
Lead Person/Position		Year of Training	
Early Childhood Coordinator		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience

1	1	District	Parents
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Description of Training			
Post-secondary Education Transition Fair			
Lead Person/Position		Year of Training	
IU13 / Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
5	1	Intermediate Unit	Parents Other

### IEP Development

Description of Training			
Legally Defensible IEPs - for all new teachers			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
2	1	District	Special Education Teachers

Description of Training			
IEP tips/reminders, specific to caseload students during monthly meetings			
Lead Person/Position		Year of Training	
Special Education Consultants		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
1	6	District	Special Education Teachers



Description of Training			
PaTTAN (or similar provider) archived sessions, during Curriculum/Instruction/Assessment department meetings			
Lead Person/Position		Year of Training	
Special Services Director		2023, 2024, 2025, 2026	
Hours Per Training	Number of Sessions	Provider	Audience
.5	1	PaTTAN Other	Special Education Teachers

## Signatures & Affirmations

Approval Date

Uploaded Files

- x There are a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.
- x The school district has adopted a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the school district's jurisdiction. Child find data is collected, maintained, and used in decision-making. Child find process and procedures are evaluated for its effectiveness. The school district implements mechanisms to disseminate child find information to the public, organizations, agencies, and individuals on at least an annual basis.
- x The school district has adopted policies and procedures that assure that students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.
- x The school district will comply with the PA Department of Education, Bureau of Special Education's revision notice process.
- x The school district follows the state and federal guidelines for participation of students with disabilities in state and district-wide assessments including the determination of participation, the need for accommodations, and the methods of assessing students for whom regular assessment is not appropriate.
- The school district affirms the Pennsylvania Department of Education that funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

Superintendent/Chief Executive Officer

Date



As required by the Pennsylvania Department of Education, the School Board President for the **Lampeter-Strasburg**  
**School District** reviewed the Special Education Plan.

Affirmed on this **6<sup>th</sup> day of March, 2023**

By: \_\_\_\_\_ (Signature of Board President)

Melissa Herr (Print Name)

Lampeter-Strasburg Board of Education

Book	Policy Manual
Section	100 Programs
Title	Home Education Programs
Code	137
Status	Active
Adopted	February 4, 2019

### **Authority**

Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)

### **Definitions**

**Appropriate education** - a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program. [\[2\]](#)

**Hearing examiner** - shall not be an officer, employee or agent of the Department of Education or of the school district or intermediate unit of residence of the child in the home education program.

**Home education program** - a program conducted in compliance with law by the parent/guardian or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.

**Home education supervisor** - the parent/guardian or person having legal custody of a child who is responsible for providing instruction, provided that such person has a high school diploma or its equivalent.

### **Delegation of Responsibility**

The Superintendent or designee shall develop and distribute administrative regulations for registering and monitoring home education programs **and maintaining appropriate records in accordance with law.** [\[2\]](#)

### **Guidelines**

#### **Notarized Affidavit**

Prior to the commencement of the home education program, and annually thereafter on August 1, the parent/guardian or other person having legal custody of the child or children shall file a notarized affidavit with the Superintendent setting forth the information required by law including: [\[2\]](#)

1. Name of the supervisor of the home education program who will be responsible for the provisions of instruction.
2. Name and age of each child who will participate in the home education program.
3. Address and telephone number of the home education program site.
4. That subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.
5. Evidence that the child has been immunized and has received the health and medical services required for students of the child's age or grade level.
6. Certification signed by the supervisor that the supervisor, all adults in the home and persons having legal custody of a child in the home education program have not been convicted of criminal offenses as enumerated in the School Code.

#### Instructional Program

The instructional program for home education students shall include such courses as required by law.[\[2\]](#)[\[4\]](#)[\[5\]](#)

#### Loan of Instructional Materials

At the request of the supervisor, the district shall show to the home education program copies of the school's planned courses. Textbooks and other curriculum materials appropriate to the student's age and grade level may be borrowed by the home education supervisor.[\[2\]](#)

#### Student Portfolio and Evaluations

For each student participating in the home education program, the home education supervisor shall:[\[2\]](#)

1. Maintain a portfolio of records and materials, **in accordance with applicable law.**
2. Provide an annual written evaluation of the student's educational progress, **in accordance with the provisions of applicable law.**
3. Ensure that nationally named standardized tests or the statewide tests established by the PA Department of Education are not administered by the student's parent/guardian.

#### Graduation Requirements

The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.[\[2\]](#)

#### Diplomas

Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or an approved diploma-granting organization.[\[2\]](#)

### Students With Disabilities

A home education program meets compulsory attendance requirements for a student with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist or a certified school psychologist. Written notice of such approval must be submitted with the required affidavit.[\[1\]](#)

Nothing in this policy shall be construed to affect federal or state requirements related to special education services for students with disabilities.[\[1\]](#)

### Appropriate Education/Compliance Determination

A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent by June 30 of each year. If the supervisor fails to submit the certification, the Superintendent or designee shall send a letter to the supervisor notifying the supervisor that **they have** ten (10) days to submit the certification.[\[2\]](#)

If the Superintendent or designee has a reasonable belief at any time during the school year that appropriate education may not be occurring in the home education program, **the superintendent** may submit a letter to the home education supervisor requiring an evaluation be conducted and that an evaluator's certification stating that an appropriate education is occurring be submitted to the district by the home education supervisor within thirty (30) days. The letter shall include the basis for the Superintendent's reasonable belief.[\[2\]](#)

If the Superintendent or designee has a reasonable belief that the home education program is out of compliance, **the superintendent** shall submit a letter to the home education supervisor requiring a certification be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent's or designee's reasonable belief.[\[2\]](#)

As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.[\[2\]](#)

### Hearings

If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days. The hearing examiner shall reach a decision within fifteen (15) days of the hearing, except that s/he may require establishment of a remedial education plan, mutually agreed to by the superintendent and the supervisor of the home education program, which shall continue the home education program.[\[2\]](#)

If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance; and the student will be enrolled promptly in a **public** school, a nonpublic school or a licensed private academic school.[\[2\]](#)

**If a home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program is prohibited by law from supervising a home education program for that child or children for a period of twelve (12) months from the date of such determination.**

[\[2\]](#)

### Appeal

The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court or Court of Common Pleas. The home education program may continue during the appeals process.[\[2\]](#)

### Transfers

If a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent or designee a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.[\[2\]](#)

The Superintendent or designee shall issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request.[\[2\]](#)

The supervisor shall file the letter of transfer with the Superintendent of the new district of residence.[\[2\]](#)

If a home education program is out of compliance, the Superintendent or designee shall inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[\[2\]](#)

If a home education program is in hearing procedures, the Superintendent or designee shall inform the home education supervisor, hearing examiner and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.[\[2\]](#)

If the Superintendent is informed of pending proceedings related to a home education program relocating **from a previous district to this** district, **the Superintendent** shall continue the home education program until the appeal process **in the previous district** is finalized.[\[2\]](#)

### Legal

[1. 24 P.S. 1327](#)

[2. 24 P.S. 1327.1](#)

[3. 22 PA Code 11.31a](#)

**4. Pol. 137.2**

**5. Pol. 137.3**

[24 P.S. 111](#)

[22 PA Code 11.33](#)

**Pol. 137.1**

Pol. 203

Pol. 209



# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## 137-AR-0. HOME EDUCATION PROGRAM REQUIREMENTS

### Eligibility/Affidavits

A notarized affidavit of the parent/guardian or person having legal custody of the child or children shall be filed with the Superintendent prior to commencement of the home education program and annually thereafter on **or before** August 1. The affidavit will include:

1. Name of the supervisor of the home education program responsible for providing instruction.
2. Name and age of each child participating in the home education program.
3. Address and telephone number of the home education program site.
4. **Affirmation** that subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.
5. Evidence, **with documentation attached to the affidavit**, that the child has received required immunizations and the health and medical services required for students of the child's age or grade level, **unless the child has a documented medical or religious exemption**.
6. An acknowledgment that the home education program will comply with applicable law.
7. A certification signed by the supervisor that the supervisor, all adults living in the home and persons having legal custody of a child or children in the home education program have not been convicted of criminal offenses enumerated in section 111(e) of the PA School Code within five (5) years immediately preceding the date of the affidavit.
8. If a child in the home education program has been identified as a student with a disability in need of special education services, the affidavit must also include written approval from a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist or a certified school psychologist that the program addresses the specific needs of the student.

**Copies of the Home Education Program Affidavits for Elementary and Secondary Programs are available through the PA Department of Education:**

<https://www.education.pa.gov/K-12/Home%20Education%20and%20Private%20Tutoring/Pages/default.aspx>

### Instructional Program

A student enrolled in a home education program meets the compulsory school attendance requirements if the program provides a minimum of 180 days of instruction, or 900 hours of instruction per year at the elementary level, or 990 hours per year at the secondary level.

At the elementary level, the following courses **must** be taught **in the home education program**: English, to include spelling, reading and writing; arithmetic; science; geography; history of the United States and Pennsylvania; civics; safety education, including regular and continuous instruction in the dangers and prevention of fires; health and physiology; physical education; music; and art.

At the secondary level, the following courses **must** be taught **in the home education program**: English, to include language, literature, speech and composition; science; geography; social studies, to include civics, world history, history of the United States and Pennsylvania; mathematics, to include general mathematics, algebra and geometry; art; music; physical education; health; and safety education, including regular and continuous instruction in the dangers and prevention of fires.

Courses of study **at the secondary level** may include, at the discretion of the supervisor: economics; biology; chemistry; foreign languages; trigonometry; or other age-appropriate courses contained in Chapter 4 of the State Board of Education Regulations.

### Student Portfolio and Evaluations

In order to demonstrate that appropriate education is occurring, the supervisor of the home education program will provide and maintain on file **a portfolio of records and materials and an annual written evaluation stating whether an appropriate education has occurred for each student.**

The portfolio will consist of a log, made contemporaneously with the instruction, which designates by title the reading materials used; samples of any writings, worksheets, workbooks or creative materials used or developed by the student; and in grades 3, 5 and 8 results of nationally normed standardized achievement tests in reading/language arts and mathematics or the results of statewide tests administered in these grade levels.

The supervisor will ensure that the nationally normed standardized tests or the statewide tests are not administered by the child's parent/guardian.

Portfolios will be evaluated by a **qualified home education evaluator**, as specified in law.

An annual written evaluation of the student's educational progress **will be conducted by a qualified home education evaluator. A home education evaluator may be:** a licensed clinical or school psychologist; a Pennsylvania certified teacher with **at least two (2) years of** experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students; or a nonpublic school teacher or administrator with **at least two (2) years of** teaching experience in a Pennsylvania public or nonpublic school within the last ten (10) years, the required experience must be at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students.

In no event will the evaluator be the **home education** supervisor or **their** spouse.

The evaluation will be based on an interview of the child and a review of the portfolio, and will certify whether or not an appropriate education is occurring.

#### Graduation Requirements/Diplomas

The following minimum courses in grades 9 through 12 are required for graduation from a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.

**The district will provide the student's home education program supervisor with a grade for each district cocurricular activity and academic course completed by a home education student, in accordance with Board policy and administrative regulations. The home education program supervisor will be responsible for maintaining the material in the student's portfolio of records and recording it as part of the student's graduation requirements.**

Diplomas may be awarded by the supervisor of the home education program or by a diploma-granting organization approved by the PA Department of Education.

#### Appropriate Education/Compliance

**The qualified home education** evaluator's certification stating that an appropriate education is occurring for the school year under review will be provided by the supervisor to the Superintendent by June 30 of each year. If the supervisor fails to submit the certification due on June 30 to the Superintendent, the Superintendent will send a letter by certified mail, return receipt requested, to the supervisor of the home education program, stating that the certification is past due and notifying the supervisor to submit the certification within ten (10) days of receipt of the certified letter. If the certification is not submitted within that time, the Board will **schedule a hearing.**

#### *Appropriate Education –*

If the Superintendent has a reasonable belief, at any time during the school year, that appropriate education may not be occurring in the home education program, **the Superintendent** may submit a letter to the supervisor, by certified mail, return receipt requested, requiring that an evaluation be conducted and that an evaluator's certification stating that an appropriate education is occurring for the school year under review be submitted to the district by the supervisor within

thirty (30) days of the receipt of the certified letter. The certified letter will include the basis for the Superintendent's reasonable belief. If the statewide or nationally normed tests have not been administered at the time of the receipt of the certified letter by the supervisor, the supervisor will submit the other required documentation to the evaluator. The test results will be submitted with the completed documentation at the conclusion of the school year. If the certification is not submitted to the Superintendent within thirty (30) days of receipt of the certified letter, the Board will **schedule a hearing**.

***Compliance with School Code –***

If the Superintendent has a reasonable belief that the home education program is out of compliance with the requirements in section 1327.1 of the PA School Code, **the Superintendent** will submit a letter to the supervisor, by certified mail, return receipt requested, requiring a certification to be submitted within thirty (30) days indicating that the program is in compliance. The certified letter will include the basis for the Superintendent's reasonable belief. If the certification is not submitted to the Superintendent within thirty (30) days of receipt of the certified letter, the Board will **schedule a hearing**.

Hearings/Appeal

If a hearing is required, the Board will **schedule a** proper hearing by a duly qualified and impartial hearing examiner within thirty (30) days. The **hearing examiner will** render a decision within fifteen (15) days of the hearing except that **the examiner** may require the establishment of a remedial education plan mutually agreed to by the Superintendent and supervisor of the home education program to continue the home education program.

The decision of the **hearing** examiner may be appealed by either the supervisor or the Superintendent to the Secretary of Education, the Commonwealth Court or the Court of Common Pleas.

If the hearing examiner finds that the evidence does not indicate that appropriate education is taking place in the home education program, the home education program for the child will be deemed out of compliance and the student will be promptly enrolled in **an** appropriate **public** school, a nonpublic school or a licensed private academic school. The home education program may continue during the time of any appeal.

**If a home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program is prohibited by law from supervising a home education program for that child or children for a period of twelve (12) months from the date of such determination.**

When documentation is required to be submitted to the hearing examiner, the hearing examiner will return, upon completion of **the** review, all such documentation to the supervisor of the home education program. The hearing examiner may photocopy all or portions of the documentation for the files.

Transfers

When a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.

The Superintendent will issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request. The supervisor will file the letter of transfer with the Superintendent of the new district of residence.

When a home education program is not in compliance with section 1327.1 of the PA School Code, the Superintendent will inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.

When a home education program is in hearing procedures, the Superintendent will inform the home education supervisor, hearing examiner and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.

When the Superintendent is informed of pending proceedings related to a home education program relocating **from a previous district** to **this** district, **the Superintendent** will continue the home education program until the appeal process **in the previous district** is finalized.

**Resources:**

**Home Education and Private Tutoring Guide, PA Department of Education:**

<https://www.education.pa.gov/K-12/Home%20Education%20and%20Private%20Tutoring/HomeEdPrivateTutoringGuide/Pages/default.aspx>

**Home Education Program Basic Education Circular (BEC) December 23, 2022:**

<https://www.education.pa.gov/Policy-Funding/BECS/Purdons/Pages/HomeEducationProgram.aspx>

Section	100 Programs
Title	Extracurricular Participation by Home Education Students
Code	137.1
Status	Active
Adopted	February 4, 2019

### **Authority**

The Board shall approve participation in the district's extracurricular activities and interscholastic athletic programs by a student enrolled in a home education program who meets all the **requirements** stated in **law and** Board policy.[\[1\]\[2\]\[3\]\[4\]\[5\]](#)

The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.

### **Guidelines**

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district extracurricular activities and interscholastic athletic programs.

A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if **the student** was enrolled in the school district.

Prior to trying-out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee.

**Verification may include, but not be limited to, attendance records, weekly grades or academic achievement or other documents demonstrating completion of eligibility criteria.**[\[1\]](#)

To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation.[\[5\]\[9\]](#)

The following conditions shall govern participation in the district's extracurricular activities and interscholastic athletic programs by home education students, who shall:

1. Be a resident of the school district.

2. Meet the required eligibility criteria.[3][4]
3. Maintain appropriate insurance coverage, consistent with the coverage requirements for district students.[4]
4. Comply with Board policies and school rules and **administrative** regulations regarding extracurricular activities, interscholastic athletics, and student **conduct**. [3][4][10][11][12][13]
5. Comply with policies, rules and regulations, or their equivalent, of the activity's governing organization. [1][2]
6. Meet attendance and reporting requirements established for all participants of the activity or program. [9]
7. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions. [1] [4]
8. Submit required concussion and traumatic brain injury and sudden cardiac arrest acknowledgement forms as applicable.
9. Comply with all requirements and directives of the district staff, coaches, **activity advisors** and administrators involved with the extracurricular activity or interscholastic athletic program.

### **Delegation of Responsibility**

**The Superintendent or designee shall post information regarding the availability of the district's extracurricular activities and interscholastic athletics programs, as well as a copy of this Board policy, on the district's publicly available website and provide participation information upon request by students enrolled in home education programs or their parents/guardians. [1]**

**The building principal or designee shall distribute eligibility criteria regarding student participation in extracurricular activities and interscholastic athletics, and information on the dates and times of physical examinations or medical tests provided to students by the district. Such information shall be distributed through student handbooks, other publications and on the district's publicly available website. [1]**

**The building principal or designee shall receive and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.**

Legal

[1. 24 P.S. 1327.1](#)

[2. 24 P.S. 511](#)

3. Pol. 122

4. Pol. 123

5. Pol. 137

[6. 10 U.S.C. 2031](#)

7. Pol. 103  
8. Pol. 103.1  
9. Pol. 204  
10. Pol. 218  
11. Pol. 222  
12. Pol. 227  
13. Pol. 235  
Pol. 137.2



# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## 137.1-AR-0. EXTRACURRICULAR PARTICIPATION BY HOME EDUCATION STUDENTS

### Extracurricular Activities

Students enrolled in a home education program who meet all the conditions stated in Board policy will be eligible to participate in the following district extracurricular activities:

1. School organizations.
2. Class organizations.
3. Clubs and societies.
4. Musical ensembles. **(Note: participation in cocurricular music ensembles is addressed under Board policy 137.2.)**
5. Theatrical organizations.
6. School publications.
7. Debating.
8. Forensics.
9. Other activities related to the school program **that take place outside the regular school day and are not directly tied to school curriculum. Participation in cocurricular activities and academic courses is addressed under Board policy 137.2.**

### Interscholastic Athletics

Students enrolled in a home education program who meet all the conditions stated in Board policy will be eligible to participate in the district's program of interscholastic athletics, including varsity sports and all activities related to competitive sports contests, games, events and exhibitions involving students or teams of students when such activities occur between schools within the school district or between schools outside of the school district.

137.1-AR-0. EXTRACURRICULAR PARTICIPATION BY HOME  
EDUCATION STUDENTS - Pg. 2

When the district provides to district students a physical examination or medical test required for participation in an interscholastic athletic program, the district will provide the same opportunity to students enrolled in a home education program.

The district will publish in a publication of general circulation and on the district's website the dates and times for physical examinations and medical tests required for participation in an interscholastic athletic program.

# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## 137.1-AR-1. WEEKLY ELIGIBILITY REPORT

The parent/guardian of a home education student must submit this form to the principal each Friday by \_\_\_\_\_.  
(time)

\_\_\_\_\_  
(Student's Name)

\_\_\_\_\_  
(Date)

Report for period of: \_\_\_\_\_ to \_\_\_\_\_

- { } Student has participated in a full, normally scheduled academic program.
- { } Student did not participate in a full, normally scheduled academic program on \_\_\_\_\_, due to absence.
- { } Student has demonstrated the academic progress required to meet eligibility criteria.
- { } Student has not demonstrated the academic progress required to meet eligibility criteria.
- { } Student's behavior has complied with school's Code of Student Conduct.

The parent/guardian must notify the principal, either verbally or by email, on the day the student is absent.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
**Building Principal/Designee** Signature

\_\_\_\_\_  
Student's Signature

Book	Policy Manual
Section	100 Programs
Title	Participation in Cocurricular Activities and Academic Courses by Home Education Students
Code	137.2 Vol I 2023
Status	From PSBA

## Authority

The Board approves participation in the district's cocurricular activities and academic courses by a student enrolled in a home education program who meets all the requirements stated in law and Board policy.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

## Definition

**Cocurricular activities** - district activities that merge extracurricular activities with a required academic course, including but not limited to, band, orchestra and other activities that include a for-credit component that takes place during the school day.[\[1\]](#)[\[2\]](#)[\[4\]](#)

## Guidelines

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district cocurricular activities and academic courses in accordance with Board policy on the same basis as other students enrolled full-time in the district.[\[1\]](#)[\[6\]](#)[\[7\]](#)

A home education student may participate in cocurricular activities and academic courses only at the school building the student would be assigned to if the student was enrolled in the district.

Prior to trying-out or auditioning for a cocurricular activity or enrolling in an academic course, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[\[1\]](#)

The following conditions shall govern participation in the district's cocurricular activities and academic courses by home education students, who shall:

1. Be a resident of the district.

2. Meet the required eligibility criteria or their equivalent for the cocurricular activity or the prerequisites for the academic course.[\[1\]](#)[\[2\]](#)[\[9\]](#)
3. Comply with Board policies and school rules and administrative regulations regarding student conduct in school and at school-sponsored activities.[\[1\]](#)[\[2\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)
4. Comply with policies, rules and regulations, or their equivalent, of the cocurricular activity's governing organization, where applicable.
5. Meet attendance and reporting requirements established for all participants of the cocurricular activity or academic course, including any sign-in and sign-out procedures for school building attendance purposes. Home education students must participate in the full class period for an academic course, unless an exception has been granted in accordance with Board policy and school rules.[\[14\]](#)
6. Comply with all Board policies, school rules and requirements and directives of the district staff, activity advisors and administrators involved with the cocurricular activity or academic course.[\[1\]](#)

### Academic Courses

Students attending home education programs are eligible to enroll in district academic courses in accordance with law and Board policy, and may participate in academic courses equaling up to one-quarter ( $\frac{1}{4}$ ) of the school day for full-time district students.[\[1\]](#)

{X} Students enrolled in home education programs shall only be eligible to participate in cocurricular activities and/or academic courses that are scheduled in consecutive time periods during the school day if the student's parent/guardian is not able to provide supervision for the student between the scheduled cocurricular activities and/or academic courses.[\[1\]](#)

The district shall provide the student's home education program supervisor with a grade for each cocurricular activity and academic course completed by a student enrolled in a home education program, in accordance with Board policy and administrative regulations. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[\[1\]](#)[\[3\]](#)[\[15\]](#)

### Transportation

Parents/Guardians of home education students shall be responsible for transportation of students participating in district cocurricular activities and academic courses, except that a home education student may utilize district transportation to or from school during the times a bus is otherwise already operating, and space is available.[\[1\]](#)

### **Delegation of Responsibility**

The Superintendent or designee shall post information regarding the district's cocurricular activities and academic courses, as well as a copy of this Board policy, on

the district's publicly available website and provide participation information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for a cocurricular activity or academic course.

{X} Prioritization may be based on academic achievement, demonstration of skills or competencies, record of conduct, and other designated criteria. Students attending home education programs shall have an equal opportunity to compete for enrollment in district activities and courses, in accordance with established administrative regulations.[\[1\]](#)[\[6\]](#)[\[7\]](#)

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Legal

1. 24 P.S. 1327.1

2. Pol. 122

3. Pol. 137

4. Pol. 137.1

5. Pol. 137.3

6. Pol. 103

7. Pol. 103.1

8. 10 U.S.C. 2031

9. Pol. 105

10. Pol. 218

11. Pol. 222

12. Pol. 227

13. Pol. 235

14. Pol. 204

15. Pol. 212

# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## 137.2-AR-0. WEEKLY ELIGIBILITY REPORT

The parent/guardian or home education supervisor of a home education student must submit this form to the building principal each Friday by \_\_\_\_\_.  
(time)

\_\_\_\_\_  
(Student's Name)

\_\_\_\_\_  
(Date)

Report for period of: \_\_\_\_\_ to \_\_\_\_\_

{ } Student has participated in a full, normally scheduled academic program, and followed sign-in and sign-out procedures in the school office.

{ } Student did not participate in a full, normally scheduled academic program on \_\_\_\_\_, due to absence.

{ } Student has demonstrated the academic progress required to meet eligibility criteria.

{ } Student has not demonstrated the academic progress required to meet eligibility criteria.

{ } Student's behavior has complied with Board policy, administrative regulations and the school's Code of Student Conduct both in the home education program and while in attendance at the school building.

The parent/guardian or home education program supervisor must notify the building principal, either by phone or by email, on the day(s) the student is absent.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Building Principal/**Designee** Signature

\_\_\_\_\_  
Student Signature

# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## 137.2-AR-1. PRIORITIZATION AND PLACEMENT FOR PARTICIPATION IN COCURRICULAR ACTIVITIES AND ACADEMIC COURSES

Each building principal will establish a process for receiving and processing requests for participation in cocurricular activities and academic courses by students enrolled in home education programs. Information regarding the established process for requests will be published on the school's publicly accessible website and available in the school office.

Requests may be submitted

{X} in writing by mail, **to the District Office (Attention: Assistant Superintendent).**

{X} in writing, attached to the home education program affidavit submitted annually.

Requests must be submitted by **May 1, 2023, and March 1 thereafter** in order to be eligible for participation in a cocurricular activity and/or academic course for the upcoming school year.

The building principal or designee will request and review information from the home education program supervisor, including

{X} materials from the portfolio of records

{X} curriculum materials and examples

{X} examples of assessments, projects and reading lists

in order to determine whether a student has met the eligibility and prerequisite requirements for the cocurricular activities and/or academic courses in the home education student's participation request.

### Placement

The building principal will assign students to cocurricular activities and academic courses based on the student's participation request and

{X} the number of seats available in the activity or course.

{X} consideration of the needs and abilities of the student.



**137.2-AR-1. PRIORITIZATION AND PLACEMENT FOR PARTICIPATION IN  
COCURRICULAR ACTIVITIES AND ACADEMIC COURSES - Pg. 2**

{X} the student's demonstration of eligibility, competency, skills and completion of prerequisites.

{X} The Superintendent or designee, in coordination with the home education supervisor, reserves the right to reassign the placement of a home education student in a cocurricular activity or academic course if the student's progress, based on assessments, performance and/or academic achievement, indicates that the student's needs would be better met in a different activity or course.

Prioritization

The Superintendent or designee may establish a process for prioritization of enrollment in cocurricular activities or academic courses that have limited capacity. Students attending home education programs will be given an equal opportunity to compete for positions and participate in district cocurricular activities and academic courses on the same basis as other students enrolled full-time in the district.

The Superintendent designates the following criteria to be used in establishing a prioritization process:

{X} Enrollment in a course is required for a student's program completion or graduation requirement.

{X} Student has previously applied to participate in the cocurricular activity or academic course but was not able to enroll due to academic scheduling conflicts or limited capacity.

{X} Record of student's academic achievement and course completion.

{X} Demonstration of a student's skills or competencies applicable to the cocurricular activity or academic course.

{X} Record of the student's conduct.

{X} Record of the student's extracurricular participation or volunteer service applicable to the cocurricular activity or academic course.

Book	Policy Manual
Section	100 Programs
Title	Participation in Career and Technical Education Programs by Home Education Students
Code	137.3 Vol I 2023
Status	From PSBA

## Authority

The Board approves participation in a career and technical education program by a student enrolled in a home education program who meets all the requirements stated in law and Board policy.[\[1\]\[2\]\[3\]\[4\]\[5\]\[6\]](#)

Students attending home education programs shall be eligible to participate in a career and technical education program

{X} at **Lancaster County Career and Technology Center**, in accordance with the Articles of Agreement and center admission policy and procedures, on the same basis as other district students.

## Guidelines

Students attending home education programs shall be given an equal opportunity to [\[1\]\[3\]\[6\]\[7\]\[8\]](#)

{X} apply for placement in available programs at **Lancaster County Career and Technology Center**.

Prior to enrolling in a career and technical education program, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.[\[1\]](#)

The following conditions shall govern participation in career and technical education programs by home education students, who shall:

1. Be a resident of the district.
2. Meet the required eligibility criteria or their equivalent or the prerequisites for the career and technical education program.[\[1\]\[4\]\[6\]\[9\]](#)
3. Comply with applicable policies and school rules and administrative regulations

{X} of **Lancaster County Career and Technology Center**

regarding student conduct in school and at school-sponsored activities.[\[1\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)

4. Meet attendance and reporting requirements established for all participants of the career and technical education program, including any sign-in and sign-out procedures for building attendance purposes. Home education students must participate in the required courses for the program on the same basis as students enrolled in the district, unless an exception has been granted in accordance with applicable Board policy and school or program rules.[\[14\]](#)

The

{X} **Lancaster County Career and Technology Center**

shall provide the student's home education program supervisor with a grade for each career and technical education program course completed by a student enrolled in a home education program, in accordance with Board policy and administrative regulations. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.[\[1\]](#)[\[5\]](#)[\[15\]](#)

#### Transportation

Students attending home education programs who participate in career and technical education programs may use district transportation to or from the career and technical education program during the times when district transportation is already operating, and space is available in addition to full-time district students.[\[1\]](#)

#### **Delegation of Responsibility**

The Superintendent or designee shall post information regarding the district's options for career and technical education programs, as well as a copy of this Board policy, on the district's publicly available website and provide information upon request by students enrolled in home education programs or their parents/guardians.

The building principal or designee shall request and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for participation in career and technical education programs.

{X} The Superintendent or designee shall establish administrative regulations for prioritization of enrollment in career and technical education programs, [\[1\]](#)

{X} in accordance with the Articles of Agreement and the established number of allowable participants for designated programs at **Lancaster County Career and Technology Center**.

{X} Prioritization may be based on academic achievement, demonstration of skills or competencies, record of conduct, and other designated criteria. Students attending

home education programs shall have an equal opportunity to compete for program enrollment, in accordance with established administrative regulations.[\[1\]](#)[\[4\]](#)[\[7\]](#)[\[8\]](#)

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Legal

1. 24 P.S. 1327.1

2. 24 P.S. 1801

3. 22 PA Code 4.31

4. Pol. 115

5. Pol. 137

6. Pol. 137.2

7. Pol. 103

8. Pol. 103.1

9. Pol. 105

10. Pol. 218

11. Pol. 222

12. Pol. 227

13. Pol. 235

14. Pol. 204

15. Pol. 212

# LAMPETER-STRASBURG SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

## **137.3-AR-0. PRIORITIZATION AND PLACEMENT FOR PARTICIPATION IN CAREER AND TECHNICAL EDUCATION PROGRAMS**

The Superintendent or designee will establish a process for receiving and processing requests for participation in career and technical education programs by students enrolled in home education programs. Information regarding the established process for requests will be published on the district's publicly accessible website and available in the district office.

Requests may be submitted

{X} in writing by mail, **to the District Office (Attention: Assistant Superintendent).**

{X} in writing, attached to the home education program affidavit submitted annually.

Requests must be submitted by **May 1, 2023, and March 1 thereafter** in order to be eligible for consideration of enrollment in a career and technical education program for the upcoming school year.

The Superintendent or designee will request and review information from the home education program supervisor, including

{X} materials from the portfolio of records

{X} curriculum materials and examples

{X} examples of assessments, projects and reading lists

in order to determine whether a student has met the eligibility and prerequisite requirements for the career and technical education program in the home education student's participation request.

### Placement

The

{X} designated staff of the **Lancaster County Career and Technology Center**, in accordance with the Articles of Agreement,

will assign students to an appropriate career and technical education program based on the student's participation request and

**137.3-AR-0. PRIORITIZATION AND PLACEMENT FOR PARTICIPATION IN  
CAREER AND TECHNICAL EDUCATION PROGRAMS - Pg. 2**

{X} the number of seats available in the program.

{X} consideration of the needs and abilities of the student.

{X} the student's demonstration of eligibility, competency, skills and completion of prerequisites.

{X} The Superintendent or designee, in coordination with

{ } the **Lancaster County Career and Technology Center** and

the home education supervisor, reserves the right to reassign the placement of a home education student in a career and technical education program if the student's progress, based on assessments, performance and/or academic achievement, indicates that the student's needs would be better met in a different program.

**Prioritization**

The Superintendent or designee

{X} , in coordination with the **Lancaster County Career and Technology Center**,

may establish a process for prioritization of enrollment in career and technical education programs that have limited capacity. Students attending home education programs will be given an equal opportunity to apply for positions and participate in career and technical education programs on the same basis as other students enrolled full-time in the district.

The Superintendent

{X} , in coordination with the **Lancaster County Career and Technology Center**,

designates the following criteria to be used in establishing a prioritization process:

{X} Eligibility criteria outlined in the Articles of Agreement.

{X} Student has previously applied to participate in the program but was not able to enroll due to academic scheduling conflicts or limited capacity.

{X} Record of student's academic achievement and course completion.

{X} Demonstration of a student's skills or competencies applicable to the career and technical education program.

{X} Record of the student's conduct.

**137.3-AR-0. PRIORITIZATION AND PLACEMENT FOR PARTICIPATION IN  
CAREER AND TECHNICAL EDUCATION PROGRAMS - Pg. 3**

{X} Record of the student's extracurricular participation or volunteer service applicable to the career and technical education program.

LAMPETER-STRASBURG SCHOOL DISTRICT  
Lampeter, Pennsylvania 17537

**FIELD TRIP REQUEST FORM**

**BUILDING** (circle one): **HS** **MM** **HH** **LE** **Today's Date:** 2/24/23  
**Name of Group:** Garden Spot FFA **Date of Trip:** 3/26-28/23  
**Teacher In Charge:** Katie Ranck  
**Additional Chaperones:** None  
**Departure Time from School:** 4:30 pm - <sup>3/26</sup> **Arrive Destination:** 5:30 pm - <sup>3/26</sup>  
**Leave Destination:** 1:00 pm - <sup>3/28</sup> **Return Time to School:** 2:30 pm - <sup>3/28</sup>

**DESTINATION(S):** (List as much information as possible. If multiple stops, list in order):  
Shcraton Hotel - 4650 Lindle Rd Harrisburg PA 17111  
\* we will also travel to a legislative breakfast in Camp Hill, PA

**Type of Vehicle Requested:** **SCHOOL BUS** **MOTORCOACH** **VAN\***  
(\* **VAN:** Maximum 9 students plus the driver!!)

**Number of Students Going:** 5 **Adults:** 1 **Number of Buses Needed:** 0  
**Substitutes Needed (Periods):** All Day Sub. on March 27<sup>th</sup> and 28<sup>th</sup>

**High School:** Explain significance of the trip to planned course of study. Include information relevant to class objectives, curriculum integration, and activities or assessments which demonstrate the student's ability to make meaningful use of the knowledge or experience. (Use the back of this sheet for additional space if needed.)

The State Legislative Leadership Conference (SLLC) is to  
to the process of making, changing, and passing a bill.

**High School:** No more than two field trips in a single week, no more than one field trip on a single day, will be approved. Student roster must be distributed to all faculty two weeks prior to day of trip.

**Finance:** — \$ 950.00 \$ 950.00  
Amount Paid By District Amount Paid By Group TOTAL COST

Kathleen L. Ranck  
Approved - Department Head

[Signature]  
Approved - Principal

**NOTE:** School buses and vans will be hired by the District Transportation Coordinator. This form MUST be submitted at least three weeks prior to the date of the trip.

If your trip overlaps bus routes (i.e. departs prior to 9 AM and/or returns later than 2:40 PM), you are STRONGLY ADVISED to submit request as soon as possible, especially during the busy field trip months of April and May. Our bus contractor, Shultz Transp., serves I-S, Lancaster City, Penn Manor and Warwick and has a limited number of extra buses available during peak times.



LAMPETER-STRASBURG SCHOOL DISTRICT  
Lampeter, Pennsylvania 17537

**FIELD TRIP REQUEST FORM**

**BUILDING** (circle one): HS **MM** **HH** **LE** **Today's Date:** 2/24/2023  
**Name of Group:** Spanish Students **Date of Trip:** June 2024  
**Teacher In Charge:** Mrs. Jennifer Wade  
**Additional Chaperones:** Jacqueline St. John,  
**Departure Time from School:** 1pm **Arrive Destination:** 3pm  
**Leave Destination:** 1pm **Return Time to School:** 7pm

\*after  
graduat

**DESTINATION(S):** (List as much information as possible. If multiple stops, list in order): \_\_\_\_\_

Spain - Madrid, Segovia, Salamanca,  
San Sebastian, Pamplona, & Barcelona.

**Type of Vehicle Requested:** NONE **SCHOOL BUS** **MOTORCOACH** **VAN\***  
(\* **VAN:** Maximum 9 students plus the driver!!)  
**Number of Students Going:** 12+ **Adults:** 2+ **Number of Buses Needed:** 0  
**Substitutes Needed (Periods):** NONE

**High School:** Explain significance of the trip to planned course of study. Include information relevant to class objectives, curriculum integration, and activities or assessments which demonstrate the student's ability to make meaningful use of the knowledge or experience. (Use the back of this sheet for additional space if needed.)

International Educational travel to experience Spanish language,  
culture, and history. A full time tour director leads the tour  
& coordinates our trip once we arrive in Spain.

**High School:** No more than two field trips in a single week, no more than one field trip on a single day, will be approved. Student roster must be distributed to all faculty two weeks prior to day of trip.

**Finance:** 0 \$4,265.00  
Amount Paid By District Amount Paid By Group **TOTAL COST**

Jennifer Wade  
Approved - Department Head

[Signature]  
Approved - Principal

**NOTE:** School buses and vans will be hired by the District Transportation Coordinator. This form **MUST** be submitted at least three weeks prior to the date of the trip.

**If your trip overlaps bus routes (i.e. departs prior to 9 AM and/or returns later than 2:40 PM), you are STRONGLY ADVISED to submit request as soon as possible, especially during the busy field trip months of April and May. Our bus contractor, Shultz Transp., serves L-S, Lancaster City, Penn Manor and Warwick and has a limited number of extra buses available during peak times.**