

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

April 3, 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

April 3, 2023

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

A. ATHLETICS

Winter Sports Results

Sport	V	JV	JHV	JHJV	JH7
Basketball – B	20-08-00	12-06-00	07-07-00	08-04-00	03-07-00
Basketball – G	12-12-00	09-11-00	09-03-00	07-05-00	-----
Bowling	88-24-00	-----	-----	-----	-----
Swimming - B	03-06-00	-----	-----	-----	-----
Swimming - G	05-04-00	-----	-----	-----	-----
Wrestling	07-11-00	-----	05-08-00	-----	-----
Total:	135-65-00	21-17-00	21-18-00	15-09-00	03-07-00

Grand Total: 195-116-00

Winning Percentage =63%

Basketball (B)

- L-L League Section III Champions (7 out of the previous 8 years).
- Lost to Warwick in the L-L League Tournament Quarterfinals.
- Finished the regular season 2 out of 29 teams in District III 5A. Qualified for the championships and lost in the quarterfinals to Hershey.
- Qualified for the PIAA State Championships as the #7 seed from District III 5A. Beat Central Mountain in the 1st Round and lost to Peter's Township in the 2nd Round.
- Ben Wert, Luke Hines – L-L League Section III 1st Team.
- Coach Ed Berryman – L-L League Section III Coach of the Year.

Basketball (G)

- Finished the regular L-L League season as the #2 team from Section III.
- Lost to Manheim Central in the quarterfinals of the L-L League Tournament.
- Finished the regular season 8 out of 29 teams in District III 5A. Qualified for the championships and lost in the first round to Susquehannock.
- Katie Ranck – L-L League Section III 1st Team All-Star, All-Defensive Team, All-Academic Team.
- Anna Horner – L-L League Section III 2nd Team All-Star.

Bowling

- L-L Section III Champions (first time since 2008).
- Qualified for the L-L Team Playoffs (lost to Elizabethtown in first round).
- L-L Boys Singles Qualifiers – Ethan Snyder, Maddux Harsh, Nick Bukowski, and Peter Mecouch.
- L-L Girls Singles Qualifier – Katie Pope 8th place finish overall (medal).
- District III Qualifier – Katie Pope.
- Regional Qualifiers – Ethan Snyder and Katie Pope.
- Section III Season High Series 708 – Nick Bukowski (medal).
- L-L League Coach of the Year – John Achille.

Swimming

- L-L League Championship Meet – Girls placed 6th overall.
- L-L League Championship Meet – Boys placed 11th overall.
- Six top 8 finishes at the L-L League Championships.
 - Liliana Bacon: 100 Fly (3rd Alternate) and 100 Back (5th Alternate)
 - Claire Eckert: 200 Free (11th Alternate) and 500 Free
 - Kylie Gerhardt: 200 IM and 100 Back
 - Madelyn Juba: 200 Free and 200 IM
 - Krista Lambert: 50 Free and 500 Free
 - Rachael Mann: 200 Free (15th Alternate) and 100 Breast (4th Alternate)
 - Grace Schonour: 200 IM (2nd Alternate) and 100 Back

- Zara Paisley: 50 Free and 100 Free
- Ashley Prouse: 100 Fly and 100 Free
- 200 Medley Relay: Grace Schonour, Madelyn Juba, Liliana Bacon, Krista Lambert
 - Alt. Claire Eckert and Rachael Mann
- 200 Free Relay: Krista Lambert, Ashley Prouse, Kylie Gerhardt and Zara Paisley
 - Alt. Claire Eckert, Liliana Bacon and Rachael Mann
- 400 Free Relay: Ashley Prouse, Madelyn Juba, Kylie Gerhardt and Zara Paisley
 - Alt. Claire Eckert, Grace Schonour and Rachael Mann
- Christian Rota: 50 Free (2nd Alternate) and 100 Back
- Matthew Rota: 100 Fly and 100 Breast
- Ryan Smecker: 200 Free and 100 Back
- Kyle Spaulding: 200 IM and 500 Free
- Adam Zook: 50 Free (12th Alternate) and 100 Free
- 200 Medley Relay: Ryan Smecker, Kyle Spaulding, Matthew Rota and Christian Rota
 - Alt. Adam Zook
- 200 Free Relay: Christian Rota, Matthew Rota, Kyle Spaulding and Ryan Smecker
 - Alt. Adam Zook
- 2023 District III Championship Girls Results:
 - Claire Eckert: 500 Free (24th)
 - Kylie Gerhardt: 200 IM (PR - 4th) and 100 Back (PR - 5th)
 - Madelyn Juba: 200 Free (19th) and 200 IM (22nd)
 - Krista Lambert: 50 Free (17th) and 500 Free (18th)
 - Grace Schonour: 100 Back (PR - 22nd)
 - Zara Paisley: 50 Free (Season Best - 4th) and 100 Free (Season Best - 3rd)
 - Ashley Prouse: 100 Fly (School Record - 8th) and 100 Free (Season Best - 10th)
 - 200 Free Relay: Krista Lambert, Ashley Prouse, Kylie Gerhardt and Zara Paisley - School Record.
 - 400 Free Relay: Ashley Prouse, Madelyn Juba, Kylie Gerhardt and Zara Paisley - Season Best - 5th
- 2023 District III Championship Boys Results:
 - Christian Rota: 100 Back (15th)
 - Matthew Rota: 100 Fly (PR - 10th) and 100 Breast (PR - 17th)
 - Ryan Smecker: 200 Free (11th) and 100 Back (16th)
 - Kyle Spaulding: 200 IM (PR - 13th) and 500 Free (HS Best - 7th)
 - Adam Zook: 100 Free (PR - 23rd)
 - 200 Medley Relay: Ryan Smecker, Kyle Spaulding, Matthew Rota and Christian Rota - 9th
 - 200 Free Relay: Christian Rota, Matthew Rota, Kyle Spaulding and Ryan Smecker - 9th
- 2023 PIAA State Championship Results:
 - Zara Paisley – 50 Free (27th) and 100 Free (17th seeded 17th)
 - Kylie Gerhardt – 100 Back (27th seeded 29th)
 - 200 Free Relay – Krista Lambert, Ashley Prouse, Kylie Gerhardt and Zara Paisley (21st seeded 21st)
 - 400 Free Relay – Ashley Prouse, Madelyn Juba Kylie Gerhardt and Zara Paisley (25th – seeded 27th)
 - Alternate – Grace Schonour

Wrestling

- Finished 43 out of 58 teams in District III 3A.
- L-L League Place Winners
 - Josh Heisey 5th
 - Jaiden Newton 5th
 - Conner Erb 6th
 - Treson Spahr 6th
 - Riley Bonholtzer 7th
 - Elijah Myers 8th
- Sectional Place Winners
 - Jaiden Newton 172 3rd
 - Treson Spahr 285 3rd
- District III 3A Qualifiers

- Jaiden Newton 172 lbs
 - Treson Spahr 285 lbs
- District III 3A Place Winner
 - Treson Spahr 5th
- L-L League Section II All-Star
 - Jaiden Newton 2nd Team All-Star
 - Elijah Myers Honorable Mention
 - Treson Spahr Honorable Mention
- L-L League Academic All-Stars: Charlie Creighton, Conner Erb, Josh Heisey, Jaiden Newton, Collin Shelley, Mitchell Swarr.

B. ART CLUB

Red Raven Art Company awarded scholarships to L-S High School seniors Aubrey Magagna and Lucy Smucker this weekend. Both will be featured on the gallery's Emerging Artists wall this summer - Aubrey in July and Lucy in August.

C. ASIAN CULTURES CLUB

On March 21, the club provided Henna tattoos, paper crafts, and coloring activities for students in the Lampeter International Fair. We are looking forward to a Ramen Noodle party in April to celebrate the end of the year and considering logistics for a spring outing to the East Asian Art exhibit at the Philadelphia Museum of Art and to Chinatown.

D. GUIDANCE

In March, sixty-five (65) students gained acceptance into CTC programs for the 2023-24 school year.

On March 23rd, 8 students participated in a Lancaster Chamber's Discovering Paths Mentoring Program event. Students and their mentors volunteered at Mennonite Home followed by a luncheon at the Eden Resort.

E. L-S MODEL UN CLUB

The L-S Model UN club participated in our fourth Susquehanna Valley Model United Nations (SVMUN) conference at Central York last week. We are currently in first place for the awards this season after the following delegates won awards at our March conference. Jenna Hoover won the Parliamentarian award in the WHO. Braden Weese won the Outstanding Statesman award in the Security Council. Colin Whitaker won the consensus builder award for the Security Council. Maggie Swarr won the Parliamentarian award for the Security Council. Maddie Ross won the Outstanding Statesman award for the General Assembly. LSMUN co-advisors, Mr. Titter and Mrs. Shehan, are looking forward to our last conference of the year on April 12th at West York High School.

F. PIONEER INTERACT

Interact members have had a busy time welcoming in spring this March. Volunteers helped the Rotary club with spring cleaning of the Hans Herr House and the Long House this month. Members also helped with events such as Bingo Night at Hans Herr Elementary and the concessions stand for the L-S Boys' Basketball games. Students served as ushers at the high school's production of Annie. And finally, members helped the Strasburg Lion's Club with their recent Pit Beef Dinner drive.

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

A. STUDENTS OF THE MONTH

March Students of the Month were selected in the category D - Dedicated To. The students chosen display dedication, are goal oriented, always putting forth maximum effort, resilient, persevere through difficult tasks rather than giving up, explore and pursue interests and abilities.

Technology Education - Mr. Neumann - Megan Smoker
 German - Dr. Mencarini - Landry Maines
 Spanish - Mrs. Mier - Layla Stoltzfus

Art - Mr. Leone - Anderson Lawrence
Health - Mrs. Diffendarfer - Calleigh Kauffman
Fitness & Wellness - Mr. Heeter - Reagan Miller
Physical Education - Mrs. Beard - Peyton Lindsey
Physical Education - Mr. Sensenig - Cole Dombach
Music - Mr. Gibson - Bethany Sanborn
Band - Mr. Royer - Evan Sauder
Orchestra - Mr. Shaubach - Austin Li

B. MATHCOUNTS COMPETITION

The Martin Meylin MathCounts team practiced after school for two months before attending the chapter competition at Millersville University. Members of the team were Robby Guy, McKenna Black, Andrew Rimert and Gabe Trout from grade six, seventh graders Elliot DeBruin, Rosalie Glick, Ben Rimert, and Jack Sutherland, and lone eighth grader Gannon Black. We held our Martin Meylin mock competition on February 15 which allowed everyone to participate. This competition included a countdown round where the highest-scoring individuals answered questions in a single elimination event. Gannon Black earned the number one position.

Eight students later participated in the chapter competition on February 18 at Millersville. Ben Rimert earned a 13th place medal. Elliot DeBruin began in 4th place after the written competition and competed in a suspenseful countdown round to finish 5th overall.

Gannon Black, Elliot DeBruin, Robby Guy and Jack Sutherland also competed on the Martin Meylin team, which took 5th place.

Congratulations and appreciation to all the participants for their hard work and dedication to learning.

C. ODYSSEY OF THE MIND

The Martin Meylin Middle School Odyssey of the Mind team competed at Millersville University on Saturday, March 4, 2023. They chose a Long Term problem called "The Most Dramatic Problem Ever!", where they had to re-tell the Boy Who Cried Wolf fable in their own way. They had to create a costume that let one character change and play another, they had to have something that visibly grew on stage, use Arm & Hammer baking soda and they had to be funny! Their changing costume was a gigantic box of baking soda that turned into a wheelchair/race car. They created a vinegar volcano (the Vincano) and mimed using baking soda to set it off. The Vincano was the part that grew (and talked), thanks to a hidden teammate.

Another part of the OM competition is Spontaneous where teams walk into a room and solve a problem they have never seen before. While they do practice spontaneous problems beforehand using old problems from previous competitions, the problem they solved on March 4 is very hush-hush until after the Worlds competition in May. One slip on social media and someone on another team will have a distinct advantage since they use the same problem world-wide.

Odyssey of the Mind bills itself as "hands-on for kids, hands-off for adults", and these students were focused, independent and creative. Participants were Lilah Schwartz (8), Lilly Kuhns (8), Madalyn Wingert (8), Isabel Henry (7), Claire Nafziger (7), Ella Garcia (6) and Aubrey Hikes (6). This year, they tied for first in Long Term, tied for second in Spontaneous, came in fourth for Style and placed third overall. Usually only first and second place teams go on to States, but this year, the team was also awarded a trip to States by the judges, which will take place on Saturday, April 1, 2023. I'm very proud of the job that they did, and I have high hopes for them at States! Special thanks go to our judges, Christine Willig and Joe Mencarini. Herr M. will be joining the team at States.

D. MARTIN MEYLIN PRIDE TICKETS AND ACTIVITIES

February 3 - Two lucky students in each grade were selected and received 2 tickets (one for them and a friend) to attend the Valentine's dance.

February 16 - Students won full-size candy bars.

March 3 - One student per grade was chosen and given vouchers to use at the Kendig Square Movie Theatre along with some theater candy.

March 16 - Two students per grade were given gift cards to McDonalds and encouraged to get a Shamrock Shake for St. Patrick's Day on the 17th.

In the weeks when drawings did not occur, the student government has been running the PRIDE School Store with supervision from teachers on lunch duty. Students use earned PRIDE tickets to purchase items such as ear buds, friendship bracelets, candy, gum, selfie lights, water bottle stickers, and more.

E. UPCOMING EVENTS

April 14 - PTO Sponsored Dodgeball Tournament- 3:00 p.m. - 5:00 p.m.

F. MARTIN MEYLIN TESTING DATES

April 25, 26, & 27	ELA - Grades 6th, 7th, & 8th (approximately 7:35 a.m. - 10:00 a.m.)
May 2 & 3	Math - Grades 6th, 7th, & 8th (approximately 7:35 a.m. - 10:00 a.m.)
May 4	Science - Grade 8 only (approximately 7:35 a.m. - 12:00 p.m.)
May 17 & 18	Keystone - Grade 8 Algebra only (approximately 7:35 a.m. - 10:00 a.m.)
Make-Up Testing	Days/weeks immediately following testing windows

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

A. STEM CHAMPIONS AT HANS HERR ELEMENTARY SCHOOL

5th Grade L-S Propellers

On Friday, March 3, 2023, fifth graders Logan Crawford, Kasen Fasnacht, Ella Schaefer, and Jackson Zook, led by their coach/mentor, Mr. Balak, competed against 15 other 4th and 5th grade elementary teams in an authentic, relevant STEM Design Challenge at the IU13, and earned FIRST PLACE in Lancaster County!

Over the last couple of months, The L-S Propellers were tasked to identify and research a real-world environmental issue and create a solution to that problem. The group decided to address the removal of microplastics from the ocean, and using K'Nex, built a prototype to support their solution. The group was responsible for maintaining a design notebook, creating a blueprint, and preparing a 2-minute video presentation on how their model answered the challenge. During this process, the team also interviewed a civic engineer from Philadelphia, Mr. Andrew Lohr, who provided some additional information and feedback to guide their project. After months of hard work and dedication, the L-S Propellers competed against other schools in-person where they had only 2 hours to build their prototype followed by a live presentation to a panel of judges and other contestants. The L-S Propellers earned 1st place in the Lancaster/Lebanon competition, returning to Hans Herr with a trophy to showcase and personal medals in recognition of their achievement.

Next, they will compete at the state-level against all other teams who also got first place in their county. This will take place on May 12th at the Farm Show Complex in Harrisburg. Stay tuned for how they place at the next level! Congratulations to the L-S Propellers.

3rd Grade Warriors

Congratulations to the Third Grade STEM Bowl Warriors, Emma Mincarelli, Bowen Zerbe, Rhone Pick, and Gracie Bergamo. The Third Grade Stem Warriors, coached by Mrs. Lapp and Mrs. Baker, competed with 15 teams at the STEM Bowl IU13 Competition. Through studying, teamwork, and risk-taking they worked their way to first place! Challenging questions were taken from engineering, technology, math, and science. Congratulations to our third grade team!

B. TEACHERS ENHANCE CURRICULUM BY TAKING STUDENTS ON VIRTUAL TRIPS

With support from technology coach, Mrs. Jenn Risser, Hans Herr teachers have been taking their students on trips all over the world and beyond with the new VR carts. To bring deeper meaning to their scientific study of the planets, 3rd grade visited outer space. They learned about the size of the sun and planets. After reading expository texts about astronomy, 4th graders also took their students to outer space. They explored planets, the moon, and the sun, bringing their learning to life before their eyes. After reading author's point of view texts about the possible reason for the building of Machu Picchu, 5th graders got to visit this area in Peru. They were able to move around and view the different areas of the beautiful site, enhancing their understanding of the text they read.

Mrs. Risser noted that the VR Goggles were a popular resource pre-COVID, and teachers had been requesting their return. She shared that teachers like how easy they are to use in their small groups, and how they bring to life some of the more abstract concepts they've been learning about. Now that the teachers have learned how to

use the new cart, Mrs. Risser will continue to be available to brainstorm and plan ways to make their instruction as effective as possible, whether that be with technology or without.

C. PTO HOSTS BREAKFAST BUDDIES EVENTS

During the last week of March, Hans Herr welcomed family members to our Breakfast Buddies events, a much loved new activity for our school. Our PTO does an enormous amount of planning for these days, and our custodial crew works extremely hard to move tables and chairs to the lower level of the building. Teachers joined students and their families for a morning of friendship and food, deepening connections between home and school. Third grade hosted on March 29th, fourth grade hosted on March 30th, and fifth Grade hosted on March 31st.

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

A. LAMPETER ELEMENTARY SCHOOL STUDENTS CELEBRATE READ ACROSS AMERICA

The month of March started with Read Across America Week from February 27 through March 3, 2022. The staff and students at Lampeter Elementary School celebrated throughout the week with a variety of reading and literacy-related activities. At the end of the week, the PTO coordinated activities for all of the classes. The students recognized the works of four different authors on this day with a movement station, games station, craft and mystery reader. All of the students and staff enjoyed the celebration of reading.

B. KINDERGARTEN EXPO

The first annual Kindergarten Expo was held on March 14th for the families of students who will be entering kindergarten for the 2023-2024 school year. Stations representing various elements of the kindergarten enrollment and readiness process were set up around the Lampeter Elementary cafeteria. Families were able to begin their online enrollments, complete enrollments by getting documents scanned and uploaded, and visit with the school nurse, the SACC director and the school social worker. Information was also available for families to learn more about the Pre-K Counts program at L-S, the Strasburg-Heisler public library programs, and the additional transition events that we have planned for all incoming kindergarten students. The expo allowed families to receive the information that they needed, while introducing them to the kindergarten program. Everyone is looking forward to the transition events that will occur in May and June.

C. AGRICULTURE LITERACY WEEK AT LAMPETER ELEMENTARY SCHOOL

The High School FFA students came to Lampeter Elementary School in the middle of March to provide agriculture literacy activities in all 30 classrooms. The high school students read the book *The Day the Farmers Quit*, and conducted grade level appropriate math, science or literacy activities with the students. All of the Lampeter Elementary School students and staff enjoyed having the high school FFA students visit and teach these lessons.

D. SECOND GRADE INTERNATIONAL NIGHT

Second grade International Night was held on March 21st. The second grade students who chose to present a country created a display board, table display and tasty treat to represent the country that had been studied. All of the displays were set-up around the Lampeter Elementary School cafeteria, and families and friends of second graders were able to view all of the displays to learn about the countries. Throughout the evening, second graders and their families were able to watch an Irish dance troupe, make artwork with students from the High School Asian Cultures Club, and even get a Henna tattoo. Everyone in attendance enjoyed getting to celebrate the work of the second grade students who participated, and learn new information about countries around the world.

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

A. WIRELESS WRAP-UP

Thanks to the efforts of Michael Keene, Julie Thiboldeaux, Stephanie Baumann, and Paul Marx, the installation of new wireless access points is nearly complete. The final steps will include swapping out old access points in the gymnasiums, as well as the addition of outside access points for coverage near seating areas and entrances. In total, the District will have approximately 300 access points across instructional and non-instructional spaces.

B. SUMMER ACCESS TO THE POWERSCHOOL PORTAL

During the time that PowerSchool has been used at L-S, parent and student access has been limited to months school is in session. This was due to scheduling changes that would take place between May and the start of August. PowerSchool now allows districts to limit access to the schedule component of PowerSchool, meaning that the remainder of public access can remain open throughout the summer. As we continue pushing forward with electronic forms and access to digital files, allowing access throughout the year is an important step.

C. DIGITAL DOCUMENT DELIVERY

Mr. Griscom and Mrs. Wolgemuth began exploring options to deliver documents digitally through PowerSchool. While PowerSchool doesn't offer any solutions within our current suite, they do offer add-ons. Additionally, other companies have options that integrate with the PowerSchool portal, which will be worth evaluating. The goal is to provide a solution that feels 100% integrated within the platform and can offer a cost effective way to provide paper files electronically. While there may be some cost savings by reducing paper, the biggest benefit is the amount of time spent by office staff printing, stuffing envelopes, and distributing the paper copies. This also creates an opportunity to create a one-stop digital environment for families to retrieve important files.

FOR BOARD ACTION

PERSONNEL COMMITTEE

1. RECOMMENDATION FOR APPROVAL OF RESIGNATIONS

Recommend the approval of resignations from the following individuals:

- a. Rose M. Bahurka, special education teaching assistant, Hans Herr Elementary School, retroactively effective to February 24, 2023.
- b. Diana M. Masterson, kitchen helper, Lampeter Elementary School, retroactively effective to March 6, 2023.

2. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – PROFESSIONAL

Recommend the approval of employment of the following individuals in professional positions:

- a. Angelo N. Albanese as an extended substitute Spanish teacher at Lampeter-Strasburg High School effective on or about May 9, 2023, through the end of the 2022-2023 school year. Mr. Albanese is certified in Spanish PK-12. He will be compensated daily at \$407.49 based upon Step 6, Level M30 of the District compensation agreement.
- b. Ellen M. Hixson as an extended substitute art teacher at Lampeter Elementary School (80%) and Lampeter-Strasburg High School (20%) retroactively effective to on or about March 20, 2023, through May 1, 2023. Ms. Hixson is certified in Art PK-12. She will be compensated daily at \$313.19 based upon Step 1, Level B of the District compensation agreement.

3. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – SUPPORT

Recommend the approval of employment of Mary Ellen Gingerich as a special education teacher assistant at Hans Herr Elementary School retroactively effective to March 21, 2023. Ms. Gingerich will become a category C support employee and will be compensated \$15.00 per hour.

4. RECOMMENDATION FOR APPROVAL OF ADDITIONAL ASSIGNMENTS

Recommend the approval of an additional assignment for the following individuals:

- a. Lyndsey M. Keener, special education teacher, Hans Herr Elementary School. Ms. Keener will extend her additional assignment as extended substitute special education teacher at Hans Herr Elementary School through the end of the 2022-2023 school year. She will continue to be paid an additional daily rate of \$100.93 for this assignment.
- b. Kimberly A. Schoff, special education teacher assistant, Martin Meylin Middle School. Ms. Schoff will have an increase in hours from 830 to 1,008 annual hours retroactively effective to March 20, 2023. She will remain a category D support employee with no change in compensation.

5. RECOMMENDATION FOR APPROVAL OF LEAVES OF ABSENCE

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

- a. Gerald L. Landis, custodian, Lampeter Elementary School, effective April 3, 2023, through on or about July 4, 2023.
- b. Erica N. Musser, special education teacher, Hans Herr Elementary School, a partial leave of absence retroactively effective to March 20, 2023, through the end of the 2022-2023 school year.

6. RECOMMENDATION FOR APPROVAL OF SUPPLEMENTAL CONTRACT CORRECTION AND ADDITION

Recommend the approval of corrections and an addition to 2022-2023 supplemental contracts:

- | | | | |
|--------------------------|----------------|----------|----------|
| a. Taylor Garraffa | Soccer – Girls | \$202.00 | Deletion |
| b. Michelle Diffendarfer | Soccer – Girls | \$202.00 | Addition |
| c. Kylie Turner | Swimming | \$993.15 | Addition |

7. RECOMMENDATION FOR APPROVAL OF 2023-2024 COACH

Recommend the approval of Timothy Evans as the new head volleyball coach for the 2023-2024 season.

8. RECOMMENDATION FOR APPROVAL OF SUBSTITUTES

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

Certified Substitutes

Eggleston, Elise A.	Music Education PK-12 – Millersville University Student
Kuhns, Paige B.	Grades PK-4; Special Education PK-12 – Eastern University Student

Emergency Certified Substitutes

Goebel, Rebecca L.	All Instructional Areas PK-12
Palmoski, Carol K.	All Instructional Areas PK-12

Support Staff Substitutes

Kauffman, M. David
Mowrer, Kristi E.

9. RECOMMENDATION FOR APPROVAL OF EVENT WORKER

Recommend the approval of Paula Long as a 2022-2023 event worker.

10. RECOMMENDATION FOR APPROVAL OF VOLUNTEERS

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

Martin, Kyle J.
Snyder, Christopher

BUSINESS AND FINANCE COMMITTEE

11. RECOMMENDATION FOR APPROVAL OF 2023-2024 SPECIAL EDUCATION CONTRACT

Recommend the approval of a 2023-2024 special education contract, as follows:

- | | | |
|--------------------------------------|-----------|---------------------------------------|
| a. Austill's Rehabilitation Services | 1 student | \$62.00 per hour OTR and PT – Expense |
| | | \$71.00 per hour Speech - Expense |

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

Recommend the approval of a renewal for financial software in the estimated annual amount of \$28,190 with CSIU, as posted.

13. DISCUSSION AND RECOMMENDATION FOR APPROVAL OF LANCASTER-LEBANON IU 13 PROPOSED GENERAL OPERATING BUDGET

Mr. Stoltzfus will lead a discussion of the Lancaster-Lebanon IU13 Proposed General Budget for the fiscal year July 1, 2023, to June 30, 2024, as posted.

14. RECOMMENDATION FOR APPROVAL OF APPOINTMENT OF LOCAL AUDITOR

Recommend the approval of appointment of BBD, LLP, to perform the audit of District financial records for the fiscal year concluding June 30, 2023. The fixed fee of \$23,000 is outlined in the engagement letter from BBD, LLP, as posted.

ACADEMIC COMMITTEE

15. RECOMMENDATION FOR APPROVAL OF ADVANCED PLACEMENT ECONOMICS CURRICULUM

Recommend the approval of curriculum for Advanced Placement Economics, as posted.

16. RECOMMENDATION FOR APPROVAL OF ADVANCED PLACEMENT ECONOMICS TEXTBOOK

Recommend the approval of the textbook, *Krugman's Economics for AP*, as posted, to support the Advanced Placement Economics curriculum at Lampeter-Strasburg High School.

17. RECOMMENDATION FOR APPROVAL OF MIDDLE SCHOOL ENGLISH LANGUAGE ARTS TEXTBOOK ADOPTION

Recommend the approval of the textbook, StudySync, grades 6, 7, and 8, as posted, to support the English Language Arts curriculum at Martin Meylin Middle School.

18. RECOMMENDATION FOR APPROVAL OF AN INSTRUCTIONAL SERVICES CONTRACT WITH LANCASTER-LEBANON IU13

Recommend the approval of a contract with Lancaster-Lebanon IU13 for hybrid/personalized learning instructional services.

19. RECOMMENDATION FOR APPROVAL OF POLICIES (SECOND AND FINAL READING)

Recommend the approval of updated and new policies (second and final 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 |

FOR BOARD INFORMATION

1. The Board Retreat will be held on Monday, April 10, 2023, at 5:30 p.m.
2. The Finance Committee will be meeting on Tuesday, April 11, 2023, at 6:30 p.m.
3. The Buildings and Grounds Committee will be meeting on Monday, April 17, 2023, at 6:30 p.m.
4. The Board Workshop will be held on Monday, April 17, 2023, at 7:30 p.m.
5. The Academic Committee will be meeting on Monday, May 1, 2023, at 6:30 p.m.
6. The next meeting of the Board will be held on Monday, May 1, 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
March 6, 2023

President Melissa S. Herr called the meeting to order at 7:30 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. 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, Dr. Scott K. Rimmer, Mrs. Eva G. Seckman, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; 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 February 6 and February 21, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mr. Knarr and Mrs. Kowitz recognized February Students of the Month from Martin Meylin Middle School.

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

Dr. Peart recognized Lampeter Elementary School students who have artwork displayed in the Board room.

Dr. Peart shared the following 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.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. Byrnes 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 \$4,627,908.16, Cafeteria Fund checks in the amount of \$24,193.99, High School Athletic Fund checks in the amount of \$1,810.00, Capital Reserve Fund checks in the amount of \$136,651.57, Capital Projects Fund checks in the amount of \$56,360.05, and Athletic Account Officials in the amount of \$2,547.00.

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

Mr. Byrnes reported on the Buildings and Grounds Committee meeting from February 21, 2023.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported on the Finance Committee meeting from February 13, 2023, and shared that the next Finance Committee meeting has been scheduled for April 11, 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. Welk seconded the motion to approve 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve the 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mrs. Knowles moved and Mr. Welk seconded the motion to approve 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ADDITIONAL ASSIGNMENT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF BEFORE-SCHOOL/AFTER-SCHOOL NURSE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LEAVES OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a leave of absence for the following individuals:

- a. Rhiannon J. Appeltgrijn, 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SABBATICAL LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A CORRECTION TO A LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve 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 March 24, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUPPLEMENTAL CONTRACTS

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a 2022-2023 supplemental contract to be awarded to John Achille, Lacrosse – Girls – 1st Assistant – 70%, \$3,152.87.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

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

Certified Substitutes

Brown, Kayla J.	English – Millersville Student
Smith, Jessica N.	Grades PK-4; Special Education K-8 – Millersville Student
Taylor, Brittney J.	Grades PK-4 – Lancaster Bible College Student
Tucci, Amanda M.	Grades PK-4 – Millersville Student
Williamson, Annie V.	Art – Millersville Student

Support Staff Substitutes

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

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

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

Long, Jacob T.
Martin, Anita K.

A voice vote was unanimous in favor of the motion.

DISCUSSION AND APPROVAL OF CONTRACT OF SERVICES WITH HARRIS EDUCATION SOLUTIONS

Dr. Godfrey led a discussion on the contract of services with Harris Education Solutions for software and services related to curriculum and assessment services, and student achievement data management. Thereafter, Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve the contract of services with Harris Education Solutions.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION PLAN

Mr. Welk moved and Mrs. Knowles seconded the motion to approve the Lampeter-Strasburg Special Education Plan.

A voice vote was unanimous in favor of the motion.

APPROVAL OF POLICIES (FIRST READING)

Mr. Byrnes moved and Mrs. Knowles seconded the motion to approve updated and new policies (first reading), as follows:

- | | |
|---------------------|--|
| 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 |

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mr. Welk moved and Mrs. Steinbacher seconded the motion to approve overnight field trips, as follows:

- 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.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023 GRADUATION DATE

Mr. Byrnes moved and Mr. Parido seconded the motion to approve Friday, June 2, 2023, as the graduation date for the Class of 2023.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mr. Stoltzfus provided an update on the sale of Strasburg Elementary.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

MEETING ADJOURNED

The meeting was properly adjourned at 8:07 p.m.

Keith A. Stoltzfus
Assistant Secretary

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
March 20, 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 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; Administrative Assistant, Mrs. Mary E. Williams; Lampeter Elementary School Principal, Dr. Michele Westphal; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT REGARDING AGENDA ITEMS

No comment.

PRESENTATION ON LAMPETER ELEMENTARY SCHOOL INITIATIVES

Dr. Westphal presented information on Lampeter Elementary School initiatives and progress toward comprehensive planning goals.

APPROVAL OF SETTING OF "P" VALUE AND SUPPORT STAFF RATES AND RANGES

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve the setting of the "P" value at 3.5% and "P+" at 4.0%, and adjust administration, support, and salary exempt staff rates to be consistent with the employee's years of service in their current positions at Lampeter-Strasburg School District within the previously approved 2023-2024 ranges.

A voice vote was in favor of the motion.

APPROVAL OF CHANGE ORDERS FOR CRITICAL CAPITAL PROJECTS

Mr. Welk moved and Mr. Byrnes seconded the motion to approve change orders, as follows:

- | | | | | |
|----|------------------------------|--------------------|----------------|--|
| a. | Garden Spot Mechanical, Inc. | Change Order HC #2 | Add \$3,296.88 | For time and material weekend work in setting the chillers. |
| b. | KH Electric | Change Order EC #3 | Add \$7,131.50 | To repair underground conduit and electric feed to the Fieldhouse. |

A voice vote was in favor of the motion.

REVIEW OF ACHIEVEMENT DATA

Dr. Godfrey presented a review of achievement data.

DISCUSSION OF POLICIES

Dr. Peart led a discussion of updated and new policies, as follows:

- | | | |
|----|------------------|--|
| 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 |

DISCUSSION OF BOARD POLICY PROCESS AND BOARD SUCCESSION PLAN

Dr. Peart led a discussion regarding the current process of reviewing and recommending Board Policy, Administrative Regulations, and procedures, as well as the current Board Succession plan.

DISCUSSION OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Dr. Peart led a discussion on the PSBA Principle for Governance and Leadership: Evaluate Continuously.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

MEETING ADJOURNED

The meeting was properly adjourned at 9:14 p.m.

Mary E. Williams
Secretary

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537
April 3, 2023

Communications

1. Bahurka, Rose M. – a letter of resignation.
2. Landis, Gerald L. – a letter requesting a leave of absence.
3. Masterson, Diana M. – a letter of resignation.
4. Musser, Erica N. – a letter requesting a leave of absence.

LAMPETER-STRASBURG SCHOOL DISTRICT

Monthly Board Balance Sheet Report

April 4, 2023

	Year-To-Date Balance
Assets	
Cash and Investments	21,316,968.30
Petty Cash	450.00
Interest Receivable	-
Taxes Receivable	271,552.95
Uncollectable Taxes	-
Interfund Accounts Receivable	-
Intergovernmental Accounts Receivable	-
State Subsidies Receivable	-
Federal Subsidies Receivable	2,679.44
Prepaid Expenses	-
Other Accounts Receivable	-
Inventories	68,449.36
Total Assets:	<u><u>21,660,100.05</u></u>
Liabilities	
Interfund Accounts Payable	-
Other Accounts Payable	(7,538.39)
Accounts Payable - Scholarships	(969.77)
Intergovernmental Accounts Payable	-
Accrued Salaries and Benefits	(2,402,468.07)
Payroll Payables	(589,692.44)
Deferred Revenue	(271,552.95)
Prepaid Revenue	(24,114.24)
Total Liabilities:	<u><u>(3,296,335.86)</u></u>
Net Assets	
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	(289,945.20)
Encumbered for Appropriated Expenses	(8,260,990.27)
Total Net Assets:	<u><u>(18,363,764.19)</u></u>
Total Liabilities and Net Assets:	<u><u>(21,660,100.05)</u></u>

LAMPETER-STRASBURG SCHOOL DISTRICT

Financial Comparison Report

April 4, 2023

	<u>Revenue</u>	<u>Expenditures</u>	<u>Surplus/Loss</u>
Year 2022-23 Budget	57,501 =====	58,302 =====	(801) =====
Year-to-Date Actual (278 Days)	50,170	41,909	8,261
Prior Year-to-Date Actual (279 Days)	46,792	40,379	6,413
Year-to-Date Increase (Decrease)	3,378	1,530	1,848
% Change - Current vs. Prior YTD Over (Under)	7.2%	3.8%	28.8%
Year-to-Date Actual as % of 2022-23 Budget	87.3%	71.9%	-----
Prior Year-to-Date Actual as % of 2021-22 Budget	84.4%	70.9%	-----

(\$ in Thousands)

LAMPETER-STRASBURG SCHOOL DISTRICT

INVESTMENTS - General Fund

As of March 28, 2023

Description	Est. % Yield	Date of Purchase	Date of Maturity	Balance	Interest Year-to-Date	Investment Closed
Truist Accounts	2.85	n/a	n/a	1,003,580.87	89,187.87	
PSDLAF MAX Accounts	4.650	n/a	n/a	862,671.07	19,958.34	
PSDLAF Treasury Bill	3.449	9/16/2022	2/16/2023	-	71,251.25	X
Truist Securities	4.19	n/a	n/a	139,301.76	1,842.28	
Univest Account	5.00	n/a	n/a	12,094,438.45	132,667.53	
<u>Truist Securities:</u>						
FHLB Bond	0.750	9/30/2020	9/30/2026	1,178,619.40	4,987.50	
Federal Farm Credit Bank Bond (2 purchases)	0.680	10/14/2020	7/14/2026	1,721,105.10	13,158.00	
Federal Agric Mtg Corp	1.300	10/23/2020	7/22/2030	804,610.00	13,000.00	
Federal Farm Credit Bank Bond	0.600	10/22/2020	4/22/2026	447,080.00	1,500.00	
Federal Farm Credit Bank Bond (2 purchases)	0.740	10/22/2020	1/22/2027	1,757,740.00	14,800.00	
FHLMC Note	1.000	10/27/2020	10/27/2028	795,805.50	4,750.00	
FHLMC Note	0.625	10/28/2020	4/15/2026	895,400.00	3,125.00	
FNMA Note	1.000	10/29/2020	1/29/2029	823,980.00	10,000.00	
Bank of India New York Branch CD	0.300	12/20/2021	12/16/2022	-	96.00	X
Total					380,323.77	

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

BOARD SUMMARY

Fund: 10 - General Fund Encumbrances Included

As of: 04/04/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEMEN/SECOND						
100 PERSONNEL EMPL SALARIES	13,625,446.00	13,625,446.00	0.00	8,316,371.29	5,309,074.71	61.04
200 PERSONNEL EMPL BENEFITS	9,586,449.00	9,586,449.00	0.00	4,159,437.22	5,427,011.78	43.39
300 PURCH PROF & TECH SERVICES	263,675.00	263,675.00	0.00	79,461.26	184,213.74	30.14
400 PURCHASED PROPERTY SVCS	95,900.00	95,900.00	2,996.80	52,868.89	40,034.31	58.25
500 OTHER PURCHASED SERVICES	779,187.00	777,687.00	5,844.61	421,410.80	350,431.59	54.94
600 SUPPLIES	404,507.00	407,007.00	4,982.62	340,458.62	61,565.76	84.87
700 PROPERTY	7,900.00	7,900.00	0.00	14,630.60	(6,730.60)	185.20
800 OTHER OBJECTS	100.00	100.00	0.00	425.00	(325.00)	425.00
Totals for 1100s	24,763,164.00	24,764,164.00	13,824.03	13,385,063.68	11,365,276.29	54.11
1200 SPEC PROG ELEMEN/SECOND						
100 PERSONNEL EMPL SALARIES	3,519,707.00	3,519,707.00	0.00	2,257,449.41	1,262,257.59	64.14
200 PERSONNEL EMPL BENEFITS	2,548,165.00	2,548,165.00	0.00	1,105,636.63	1,442,528.37	43.39
300 PURCH PROF & TECH SERVICES	1,943,353.00	1,943,353.00	0.00	1,670,978.60	272,374.40	85.98
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	623,736.85	753,024.15	45.30
600 SUPPLIES	6,450.00	6,450.00	288.06	7,302.38	(1,140.44)	117.68
800 OTHER OBJECTS	4,000.00	4,000.00	0.00	2,800.00	1,200.00	70.00
Totals for 1200s	9,400,436.00	9,400,436.00	288.06	5,667,903.87	3,732,244.07	60.30
1300 VOCATIONAL EDUCATION						
100 PERSONNEL EMPL SALARIES	147,632.00	147,632.00	0.00	92,886.30	54,745.70	62.92
200 PERSONNEL EMPL BENEFITS	104,460.00	104,460.00	0.00	40,123.53	64,336.47	38.41
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	0.00	514,820.97	95,297.03	84.38
600 SUPPLIES	9,000.00	9,000.00	0.00	8,383.87	616.13	93.15
Totals for 1300s	961,700.00	961,700.00	0.00	723,688.30	238,011.70	75.25
1400 OTHER INSTRUCTION PROG						

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

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	159,432.32	(17,166.32)	112.07
200 PERSONNEL EMPL BENEFITS	94,654.00	94,654.00	0.00	67,139.23	27,514.77	70.93
300 PURCH PROF & TECH SERVICES	45,530.00	45,530.00	0.00	101,933.24	(56,403.24)	223.88
500 OTHER PURCHASED SERVICES	65,543.00	65,543.00	0.00	56,867.04	8,675.96	86.76
600 SUPPLIES	1,600.00	1,600.00	529.95	2,260.91	(1,190.86)	174.43
Totals for 1400s	349,593.00	349,593.00	529.95	387,632.74	(38,569.69)	111.03
1500 NONPUBLIC SCHOOL PGMS						
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	176.79	27,775.46	(27,952.25)	0.00
Totals for 1500s	0.00	0.00	176.79	36,123.32	(36,300.11)	0.00
2100 SUPPORT SVCS - STUDENTS						
100 PERSONNEL EMPL SALARIES	1,372,696.00	1,372,696.00	0.00	888,615.47	484,080.53	64.74
200 PERSONNEL EMPL BENEFITS	930,236.00	930,236.00	0.00	437,601.10	492,634.90	47.04
300 PURCH PROF & TECH SERVICES	34,100.00	30,400.00	0.00	50,368.59	(19,968.59)	165.69
500 OTHER PURCHASED SERVICES	12,400.00	12,400.00	0.00	6,557.11	5,842.89	52.88
600 SUPPLIES	14,613.00	14,613.00	4,138.64	(692.13)	11,166.49	23.59
800 OTHER OBJECTS	1,500.00	1,500.00	0.00	604.84	895.16	40.32
Totals for 2100s	2,365,545.00	2,361,845.00	4,138.64	1,383,054.98	974,651.38	58.73
2200 SUPPORT SVCS - INSTR STAFF						
100 PERSONNEL EMPL SALARIES	394,537.00	394,537.00	0.00	268,812.33	125,724.67	68.13
200 PERSONNEL EMPL BENEFITS	505,420.00	505,420.00	0.00	252,479.08	252,940.92	49.95
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	849.91	2,200.09	27.87
600 SUPPLIES	34,280.00	37,980.00	1,613.15	13,445.10	22,921.75	39.65
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
Totals for 2200s	1,118,450.00	1,122,150.00	1,613.15	571,556.25	548,980.60	51.08
2300 SUPPORT SERVICES-ADMIN						

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

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	1,220,186.35	478,733.65	71.82
200 PERSONNEL EMPL BENEFITS	1,160,980.00	1,160,980.00	0.00	620,051.61	540,928.39	53.41
300 PURCH PROF & TECH SERVICES	250,685.00	250,685.00	0.00	131,909.89	118,775.11	52.62
500 OTHER PURCHASED SERVICES	31,150.00	31,150.00	0.00	1,613.31	29,536.69	5.18
600 SUPPLIES	27,818.00	27,818.00	351.37	28,678.99	(1,212.36)	104.36
800 OTHER OBJECTS	23,650.00	23,650.00	0.00	22,487.53	1,162.47	95.08
Totals for 2300s	3,193,203.00	3,193,203.00	351.37	2,024,927.68	1,167,923.95	63.42
2400 SUPP SVCS-PUPIL HEALTH						
100 PERSONNEL EMPL SALARIES	360,873.00	360,873.00	0.00	231,654.97	129,218.03	64.19
200 PERSONNEL EMPL BENEFITS	250,065.00	250,065.00	0.00	110,880.34	139,184.66	44.34
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	150.10	(0.10)	100.07
600 SUPPLIES	15,650.00	15,650.00	252.61	19,234.85	(3,837.46)	124.52
Totals for 2400s	633,118.00	633,118.00	252.61	366,311.26	266,554.13	57.90
2500 SUPP SERVICES-BUSINESS						
100 PERSONNEL EMPL SALARIES	315,610.00	315,610.00	0.00	240,077.69	75,532.31	76.07
200 PERSONNEL EMPL BENEFITS	219,286.00	219,286.00	0.00	116,771.73	102,514.27	53.25
300 PURCH PROF & TECH SERVICES	45,000.00	45,000.00	0.00	14,244.80	30,755.20	31.66
400 PURCHASED PROPERTY SVCS	4,435.00	4,435.00	0.00	4,855.52	(420.52)	109.48
500 OTHER PURCHASED SERVICES	2,500.00	2,500.00	0.00	971.77	1,528.23	38.87
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
Totals for 2500s	593,201.00	593,201.00	0.00	378,221.53	214,979.47	63.76
2600 OPER/MAINT PLANT SVCS						
100 PERSONNEL EMPL SALARIES	1,565,692.00	1,565,692.00	0.00	1,068,717.18	496,974.82	68.26
200 PERSONNEL EMPL BENEFITS	990,018.00	990,018.00	0.00	490,216.80	499,801.20	49.52
300 PURCH PROF & TECH SERVICES	118,000.00	118,000.00	0.00	53,127.76	64,872.24	45.02
400 PURCHASED PROPERTY SVCS	403,463.00	403,463.00	0.00	331,900.09	71,562.91	82.26

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

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	335,382.39	(40,535.83)	113.55
600 SUPPLIES	728,650.00	728,650.00	4,183.00	658,192.52	66,274.48	90.90
700 PROPERTY	15,355.00	15,355.00	0.00	58,079.40	(42,724.40)	378.24
800 OTHER OBJECTS	223.00	223.00	0.00	195.00	28.00	87.44
Totals for 2600s	4,120,601.00	4,120,601.00	8,536.44	2,995,811.14	1,116,253.42	72.91
2700 STUDENT TRANSPORTATION SVCS						
100 PERSONNEL EMPL SALARIES	208,055.00	208,055.00	0.00	160,659.61	47,395.39	77.22
200 PERSONNEL EMPL BENEFITS	157,369.00	157,369.00	0.00	60,825.38	96,543.62	38.65
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	31,869.68	32,080.32	49.84
500 OTHER PURCHASED SERVICES	1,462,580.00	1,462,580.00	0.00	907,723.65	554,856.35	62.06
600 SUPPLIES	62,100.00	62,100.00	0.00	41,812.10	20,287.90	67.33
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
Totals for 2700s	1,958,664.00	1,958,664.00	0.00	1,295,135.42	663,528.58	66.12
2800 SUPPORT SVCS-CENTRAL						
100 PERSONNEL EMPL SALARIES	530,416.00	530,416.00	0.00	385,968.73	144,447.27	72.77
200 PERSONNEL EMPL BENEFITS	362,687.00	362,687.00	0.00	212,289.99	150,397.01	58.53
300 PURCH PROF & TECH SERVICES	98,550.00	98,550.00	30,805.00	214,830.51	(147,085.51)	249.25
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	730.12	1,269.88	36.51
600 SUPPLIES	279,900.00	279,900.00	0.00	228,047.41	51,852.59	81.47
700 PROPERTY	289,437.00	289,437.00	226,687.50	386,635.34	(323,885.84)	211.90
800 OTHER OBJECTS	530.00	530.00	0.00	0.00	530.00	0.00
Totals for 2800s	1,593,520.00	1,593,520.00	257,492.50	1,452,616.43	(116,588.93)	107.32
2900 OTHER SUPPORT SERVICES						
500 OTHER PURCHASED SERVICES	27,400.00	27,400.00	0.00	26,485.14	914.86	96.66
Totals for 2900s	27,400.00	27,400.00	0.00	26,485.14	914.86	96.66

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
3100 Food Service						
200 PERSONNEL EMPL BENEFITS	0.00	0.00	0.00	110.00	(110.00)	0.00
Totals for 3100s	0.00	0.00	0.00	110.00	(110.00)	0.00
3200 STUDENT ACTIVITIES						
100 PERSONNEL EMPL SALARIES	603,256.00	603,256.00	0.00	463,820.04	139,435.96	76.89
200 PERSONNEL EMPL BENEFITS	279,861.00	279,861.00	0.00	168,913.84	110,947.16	60.36
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	59,710.91	6,049.09	90.80
600 SUPPLIES	65,500.00	64,500.00	759.83	66,169.08	(2,428.91)	103.77
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	16,876.00	(2,146.00)	114.57
Totals for 3200s	1,155,143.00	1,154,143.00	1,739.83	883,911.15	268,492.02	76.74
3300 COMMUNITY SERVICES						
800 OTHER OBJECTS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
Totals for 3300s	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
3400 SCHOLARSHIPS & AWARDS						
800 OTHER OBJECTS	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
Totals for 3400s	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00
4600 EXISTING BLDG IMPROVE						
700 PROPERTY	0.00	0.00	0.00	822,486.59	(822,486.59)	0.00
Totals for 4600s	0.00	0.00	0.00	822,486.59	(822,486.59)	0.00
5100 DEBT SVC / OTHER EXP						
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
Totals for 5100s	2,148,757.00	2,148,757.00	0.00	2,676,901.67	(528,144.67)	124.58
5200 FUND TRANSFERS						
900 OTHER USES OF FUNDS	3,431,723.00	3,431,723.00	0.00	2,903,578.00	528,145.00	84.61

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 5200s	3,431,723.00	3,431,723.00	0.00	2,903,578.00	528,145.00	84.61
5800 SUSPENSE ACCOUNT						
200 PERSONNEL EMPL BENEFITS	0.00	0.00	1,001.83	3,637,162.05	(3,638,163.88)	0.00
Totals for 5800s	0.00	0.00	1,001.83	3,637,162.05	(3,638,163.88)	0.00
5900 BUDGETARY RESERVE						
800 OTHER OBJECTS	480,000.00	480,000.00	0.00	0.00	480,000.00	0.00
Totals for 5900s	480,000.00	480,000.00	0.00	0.00	480,000.00	0.00
Expenditure Totals	58,301,968.00	58,301,968.00	289,945.20	41,618,681.20	16,393,341.60	71.88
6100 TAXES LEVIED BY THE LEA						
000 000	(4,183,000.00)	(4,183,000.00)	0.00	(2,500,367.60)	(1,682,632.40)	59.77
100 RE TAXES	(37,689,636.00)	(37,689,636.00)	0.00	(37,922,578.46)	232,942.46	100.62
Totals for 6100s	(41,872,636.00)	(41,872,636.00)	0.00	(40,422,946.06)	(1,449,689.94)	96.54
6400 DELINQUENCIES TAXES LEV						
000 000	(500,000.00)	(500,000.00)	0.00	(160,693.17)	(339,306.83)	32.14
Totals for 6400s	(500,000.00)	(500,000.00)	0.00	(160,693.17)	(339,306.83)	32.14
6500 EARNINGS ON INVESTMENTS						
000 000	55,000.00	55,000.00	0.00	148,321.77	(93,321.77)	269.68
Totals for 6500s	55,000.00	55,000.00	0.00	148,321.77	(93,321.77)	269.68
6700 REV FROM STUDENT ACT 000						
000	(104,000.00)	(104,000.00)	0.00	(89,826.82)	(14,173.18)	86.37
Totals for 6700s	(104,000.00)	(104,000.00)	0.00	(89,826.82)	(14,173.18)	86.37
6800 REV FROM INTERMEDIATE						
000 000	(547,733.00)	(547,733.00)	0.00	(207,847.20)	(339,885.80)	37.95
Totals for 6800s	(547,733.00)	(547,733.00)	0.00	(207,847.20)	(339,885.80)	37.95
6900 OTHER REV FROM LOCAL						
000 000	(61,500.00)	(61,500.00)	0.00	(33,718.28)	(27,781.72)	54.83
Totals for 6900s	(61,500.00)	(61,500.00)	0.00	(33,718.28)	(27,781.72)	54.83

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7100 BASIC INSTRUCT & OPER						
000 000	(5,464,870.00)	(5,464,870.00)	0.00	(3,215,438.89)	(2,249,431.11)	58.84
Totals for 7100s	(5,464,870.00)	(5,464,870.00)	0.00	(3,215,438.89)	(2,249,431.11)	58.84
7200 SUBSIDIES SPECIFIC ED PROGS						
000 000	(1,625,000.00)	(1,625,000.00)	0.00	(1,038,500.32)	(586,499.68)	63.91
Totals for 7200s	(1,625,000.00)	(1,625,000.00)	0.00	(1,038,500.32)	(586,499.68)	63.91
7300 SUBSIDIES NON-ED PGMS						
000 000	(1,671,310.00)	(1,671,310.00)	0.00	(1,288,356.37)	(382,953.63)	77.09
Totals for 7300s	(1,671,310.00)	(1,671,310.00)	0.00	(1,288,356.37)	(382,953.63)	77.09
7500 EXTRA GRANTS						
000 000	(281,120.00)	(281,120.00)	0.00	(281,120.00)	0.00	100.00
Totals for 7500s	(281,120.00)	(281,120.00)	0.00	(281,120.00)	0.00	100.00
7800 STATE SHARE FICA/PSERS						
000 000	(4,232,413.00)	(4,232,413.00)	0.00	(1,633,878.87)	(2,598,534.13)	38.60
Totals for 7800s	(4,232,413.00)	(4,232,413.00)	0.00	(1,633,878.87)	(2,598,534.13)	38.60
8500 RESTRICT GRANTS-IN-AID						
000 000	(601,800.00)	(601,800.00)	0.00	(427,898.22)	(173,901.78)	71.10
Totals for 8500s	(601,800.00)	(601,800.00)	0.00	(427,898.22)	(173,901.78)	71.10
8700 FEDERAL STIMULUS						
000 000	(593,880.00)	(593,880.00)	0.00	(1,517,714.24)	923,834.24	255.56
Totals for 8700s	(593,880.00)	(593,880.00)	0.00	(1,517,714.24)	923,834.24	255.56
Revenue Totals	(57,501,262.00)	(57,501,262.00)	0.00	(50,169,616.67)	(7,331,645.33)	87.25
Fund 10 Totals						
Total Expenditure	52,241,488.00	52,241,488.00	288,943.37	32,401,039.48	19,551,505.15	62.57
Total Other Expenditure	6,060,480.00	6,060,480.00	1,001.83	9,217,641.72	(3,158,163.55)	152.11
Total Revenue	(57,501,262.00)	(57,501,262.00)	0.00	(50,169,616.67)	(7,331,645.33)	87.25
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: Encumbrances Included

As of: 04/04/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	52,241,488.00	52,241,488.00	288,943.37	32,401,039.48	19,551,505.15	62.57
Total Other Expenditure	6,060,480.00	6,060,480.00	1,001.83	9,217,641.72	(3,158,163.55)	152.11
Total Revenue	(57,501,262.00)	(57,501,262.00)	0.00	(50,169,616.67)	(7,331,645.33)	87.25
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:** 03/08/2023 - 04/04/2023

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
0000119314	03/08/2023	AT&T MOBILITY	district cell phone charges		2,033.52
0000119315	03/08/2023	CAPITAL ELECTRIC	HVAC part	lighting supplies	774.42
0000119316	03/08/2023	COMCAST CABLE	additional outlets - HS		53.10
0000119317	03/08/2023	DIRECT ENERGY BUSINESS	ntl gas - fieldhouse	ntl gas - HH water heater	424.98
0000119318	03/08/2023	LANCASTER-LEBANON INT. UNIT 13	WAN network fees		35,513.90
0000119319	03/08/2023	M-F ATHLETIC COMPANY	track supplies		765.40
0000119320	03/08/2023	PA PRINCIPALS ASSOCIATION	member dues - Kowitz		605.00
0000119321	03/08/2023	PENN WASTE INC	district trash removal		6,062.16
0000119322	03/08/2023	PPL ELECTRIC UTILITIES	electric transp - stadium sign		0.03
0000119323	03/08/2023	SUBURBAN LANC. SEWER AUTHORITY	sewer usage - campus	sewer usage - admin bldg	1,872.67
0000119324	03/08/2023	TK ELEVATOR	maintenance contract - elevators		3,476.72
0000119325	03/08/2023	TRIANGLE COMMUNICATIONS INC	radios		879.92
0000119326	03/08/2023	UGI UTILITIES INC.	ntl gas transp - HS water heater	ntl gas transp - MM water heater	11,224.55
0000119327	03/16/2023	AHOLD FINANCIAL SERVICES	to be reimb - cafe		46.95
0000119328	03/16/2023	APPEL, YOST & ZEE LLP	legal fees		2,260.50
0000119329	03/16/2023	AVANT ASSESSMENT LLC	LMH - Title I		2,404.50
0000119330	03/16/2023	BLUE BALL MACHINE CO., INC.	SawStop equipment		6,575.00
0000119331	03/16/2023	BLUUM USA, INC.	tech equip		3,071.00
0000119332	03/16/2023	CAVENDISH SQUARE	database renewal		159.00
0000119333	03/16/2023	CITY OF LANCASTER PA	water usage - campus		1,805.89
0000119334	03/16/2023	DIRECT ENERGY BUSINESS	HS water heater	MM water heater	7,375.36
0000119335	03/16/2023	EDWARDS BUSINESS SYSTEMS	HS copier fee	HH copier fee	4,237.25
0000119336	03/16/2023	EXECUTIVE COACH INC.	boys basketball to Altoona		2,100.00
0000119337	03/16/2023	EYEWORDS	Title I supplies		1,105.78
0000119338	03/16/2023	GDC IT SOLUTIONS	tech equip		894.30
0000119339	03/16/2023	JOHN DEERE FINANCIAL	mower repair		767.37
0000119340	03/16/2023	KIDSPACE CORPORATION	tutoring		680.00
0000119341	03/16/2023	REALLY GREAT READING	DaySpring - Title I non pub carryover		8,133.40
0000119342	03/16/2023	TELE-PEST INC.	LE pest control		52.00
0000119343	03/16/2023	TRANE U.S. INC.	year 2 of HVAC service agreement		6,202.83
0000119344	03/16/2023	TX:TEAM REHAB INC.	physical therapy services - Feb		215.05
0000119345	03/16/2023	WISCONSIN CENTER FOR EDUCATION	ESL - supplies		110.00
0000119346	03/23/2023	ANGELO'S SOCCER CORNER	boys lacrosse supplies		747.00
0000119347	03/23/2023	CCIU	Career Academy, job coach & vocation specialist	speech & learning support	21,832.91
0000119348	03/23/2023	CDW GOVERNMENT INC	tech equip		696.64

* - 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:** 03/08/2023 - 04/04/2023

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
0000119349	03/23/2023	CM REGENT LLC	Life/LTD - March		2,589.37
0000119350	03/23/2023	COOPER PRINTING INC.	HH band programs		326.75
0000119351	03/23/2023	CORNACK, JULIANNA	speech therapy		1,440.00
0000119352	03/23/2023	CREST/GOOD MFG. CO.	plumbing parts		36.89
0000119353	03/23/2023	EBERSOLE'S VACUUM CLEANER	60.07		60.07
0000119354	03/23/2023	EDWARDS BUSINESS SYSTEMS	print management services		97.20
0000119355	03/23/2023	ENCYCLOPAEDIA BRITANNICA INC.	MM library books		390.00
0000119356	03/23/2023	H & F TIRE SERVICE	van 317 tires		869.56
0000119357	03/23/2023	HOLLISTER, MICHAEL S.	roof repairs - high school	roof repairs - MM	2,620.00
0000119358	03/23/2023	IEHLE ENTERPRISE INC	shirts - custodial		96.00
0000119359	03/23/2023	INQUIRED	LMH - Title I		4,560.00
0000119360	03/23/2023	JOHN E LANDIS INC	vo ag supplies	Wright mower part	36.35
0000119361	03/23/2023	JW PEPPER & SON INC.	HS orchestra music		102.99
0000119362	03/23/2023	KEENAN ASSOCIATES	express scripts - March		2,758.80
0000119363	03/23/2023	LA ACADEMIA:	charter school tuition - spec ed	charter school tuition	3,835.39
0000119364	03/23/2023	LANCASTER GENERAL HEALTH	drug screening - employees & random		1,250.75
0000119365	03/23/2023	LANCASTER GENERAL MEDICAL GROUP	medical services - March		6,016.00
0000119366	03/23/2023	LANCASTER-LEBANON INT. UNIT 13	speech, occup & physical therapy - Jan	job training - February	39,683.04
0000119367	03/23/2023	M J EARL	MM custodial supplies		96.40
0000119368	03/23/2023	MENCHEY MUSIC SERVICE INC.	HS band keyboard	HS band supplies	1,236.88
0000119369	03/23/2023	OFFICE BASICS INC.	HS guidance supplies		11.66
0000119370	03/23/2023	PHILADELPHIA SECURITY PRODUCTS	HS phys ed supplies		25.24
0000119371	03/23/2023	PMEA	modern band - 1 student		150.00
0000119372	03/23/2023	PPL ELECTRIC UTILITIES	electric transp - campus		3,518.30
0000119373	03/23/2023	PROCISION SERVICES INC.	LE door repair		2,239.19
0000119374	03/23/2023	READ NATURALLY	MM spec ed supplies		580.00
0000119375	03/23/2023	RHOADS ENERGY CORP	diesel fuel - transportation	unleaded gas - transportation	27,921.00
0000119376	03/23/2023	SHULTZ TRANSPORTATION COMPANY	transportation - February	LE 2nd grade swimmers to YMCA	98,327.46
0000119377	03/23/2023	THERABILITIES INC.	physical therapy services		531.00
0000119378	03/23/2023	WALTERS SERVICES INC	portable toilet - relocate		30.00
0000119379	03/23/2023	WEAVER TURF POWER INC	LE backpack blower		407.54
0000119380	03/23/2023	WEINSTEIN SUPPLY CORPORATION	maint supplies		431.57
0000119381	03/27/2023	ADVANCE AUTO PARTS	auto parts	van 312 brake pads	167.68
0000119382	03/27/2023	CAPITAL ELECTRIC	maint parts	lighting supplies	257.65
0000119383	03/27/2023	E.M. HERR FARM & HOME SUPPLY	vo ag supplies	maint supplies	101.00

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 03/08/2023 - 04/04/2023

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
0000119384	03/27/2023	EBERSOLE'S VACUUM CLEANER	new vacuum cleaner - HS	HS vac repair & supplies	691.61
0000119385	03/27/2023	ESPAK INC	LMH - Title I		2,137.00
0000119386	03/27/2023	G.R. MITCHELL INC.	maint supplies		136.67
0000119387	03/27/2023	GUARDIAN CSC	water treatment - quarterly		2,701.25
0000119388	03/27/2023	GUARDIAN SPORTS	girls lacrosse balls		329.50
0000119389	03/27/2023	HARBORCREEK YOUTH SERVICES	tuition		950.00
0000119390	03/27/2023	HILLYARD	LE custodial part		177.85
0000119391	03/27/2023	JACKSON, JEFFREY L.	constable - band concert		105.00
0000119392	03/27/2023	KIMMEL, WENDY	AP refund - Rowan		114.00
0000119393	03/27/2023	LLMEA	LLMEA HS honors banquet - orchestra		450.00
0000119394	03/27/2023	LOWE'S COMPANIES INC	tech lab supplies	HS wood tech supplies	191.62
0000119395	03/27/2023	LOWE'S COMPANIES INC	HS wood tech supplies		7.03
0000119396	03/27/2023	LSSD - CAFETERIA ACCOUNT	substitute teachers lunches - February	water	558.95
0000119397	03/27/2023	M J EARL	MM custodial supplies		354.85
0000119398	03/27/2023	MENCHEY MUSIC SERVICE INC.	HS band supplies		125.38
0000119399	03/27/2023	M-F ATHLETIC COMPANY	track supplies		552.95
0000119400	03/27/2023	NOLT'S AUTO PARTS INC	auto parts		204.70
0000119401	03/27/2023	OFFICE BASICS INC.	HS copy paper	HH copy paper	3,832.83
0000119402	03/27/2023	ONHAND SCHOOLS, INC.	ESSER III - software		5,500.00
0000119403	03/27/2023	PENNSYLVANIA COUNSELING SV INC	ESSER grant - student assistance	MM student assistance program	1,697.00
0000119404	03/27/2023	POWER SPELLING, INC.	HH teaching supplies		232.00
0000119405	03/27/2023	ROBERTS OXYGEN COMPANY INC	vo ag - annual tank renewal	HS vo ag supplies	1,579.50
0000119406	03/27/2023	RODRIGUEZ, THANNIA E.	ESL - translations	Title I translations	162.56
0000119407	03/27/2023	RON HENRYS AUTO REPAIR PARTNERS	emissions testing - 2005 Chevy truck		25.57
0000119408	03/27/2023	SENSENG DONALD M.	ESL - translations		61.38
0000119409	03/27/2023	SHULTZ TRANSPORTATION COMPANY	transp - boys varsity basketball	transp - jr high wrestling	14,470.42
0000119410	03/27/2023	SID HARVEY INDUSTRIES INC.	maint supplies		50.21
0000119411	03/27/2023	STRASBURG MASONRY SUPPLY INC	sand		75.60
0000119412	03/27/2023	THE COPE COMPANY	solar salt - maint		664.40
0000119413	03/27/2023	WALTERS SERVICES INC	portable toilet - athletics		181.98
0000119414	03/27/2023	WEINSTEIN SUPPLY CORPORATION	plumbing parts		1,030.66
0000119415	03/27/2023	WEST LAMPETER TOWNSHIP	1/2 cost of crossing guards - Feb		1,520.00
0000119416	03/27/2023	ZOOK, RUTH AND MELVIN	AP refund - Dylan		44.00
0000119417	03/27/2023	ZUCK, CHARLES A.	sound system - graduation - deposit		1,049.50
0000119418	04/04/2023	AHOLD FINANCIAL SERVICES	HS home ec groceries		36.96

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 03/08/2023 - 04/04/2023

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
0000119419	04/04/2023	B&B INTEGRATIONS	LE replacement clocks		409.00
0000119420	04/04/2023	BROWN TRANSMISSION & BEARING	MM door part		4.48
0000119421	04/04/2023	DIRECT ENERGY BUSINESS	electric - campus	electric - SE	47,830.10
0000119422	04/04/2023	DIXIE LAND ENERGY	gas at WLT for vans		6,018.29
0000119423	04/04/2023	FOLLETT SCHOOL SOLUTIONS, LLC	software - renewal		771.68
0000119424	04/04/2023	G.R. MITCHELL INC.	maint supplies		39.56
0000119425	04/04/2023	HILLYARD	toilet tissue	HS custodial supplies	4,012.84
0000119426	04/04/2023	JAMES GROFF & SON INC.	maint supplies		86.00
0000119427	04/04/2023	LANCASTER-LEBANON INT. UNIT 13	supplemental spec ed contract	PIMS consulting - Feb	29,683.82
0000119428	04/04/2023	LAPP, JOHN L	2022 interim RE refund - 2788 White Oak Rd appeal		667.88
0000119429	04/04/2023	LSEA	DED: Union Dues - Pay Date: 3/3/2023		15,239.75
0000119430	04/04/2023	M J EARL	HH custodial supplies		1,827.70
0000119431	04/04/2023	OFFICE BASICS INC.	admin office supplies	HH teaching supplies	40.56
0000119432	04/04/2023	PALMER, CURTIS JAMES	HS band tuba valve repair		45.00
0000119433	04/04/2023	PETTY CASH	HH food events	MM food events	78.51
0000119434	04/04/2023	ROBERTS OXYGEN COMPANY INC	HS vo ag supplies		177.66
0000119435	04/04/2023	TRUSTMARK HEALTH BENEFITS, INC.	insurance mgmt fee - April		14,926.24
0000119436	04/04/2023	U.S. POSTMASTER	postage stamps - HS	postage stamps - MM	542.60
0000119437	04/04/2023	UNITED WAY OF LANCASTER COUNTY	DED: United Way - Pay Date: 3/3/2023	DED: United Way - Pay Date: 3/17/2023	248.50
0000119438	04/04/2023	WEINSTEIN SUPPLY CORPORATION	maint parts		51.27
D000303640	04/04/2023	ACHILLE JOHN	tuition reimb		1,620.00 <i>D</i>
D000303641	04/04/2023	ALLEN LISA	dental reimb		190.00 <i>D</i>
D000303642	04/04/2023	ALLISON, AMANDA	conference - A. Allison		1,065.97 <i>D</i>
D000303643	04/04/2023	BEERS JENNIFER D	dental reimb		1,425.00 <i>D</i>
D000303644	04/04/2023	BENDER, HEATHER A	travel mileage - field trip medications		15.72 <i>D</i>
D000303645	04/04/2023	BETANCOURT NICOLE	travel mileage - Betancourt		153.36 <i>D</i>
D000303646	04/04/2023	BLOSE MATTHEW A	dental reimb		313.00 <i>D</i>
D000303647	04/04/2023	BRESCH, JAMIE L	dental reimb		583.00 <i>D</i>
D000303648	04/04/2023	BROWN JEAN M	dental reimb		127.00 <i>D</i>
D000303649	04/04/2023	BYRNES JARED M	dental reimb		634.00 <i>D</i>
D000303650	04/04/2023	CLARK LISA S.	dental reimb		684.00 <i>D</i>
D000303651	04/04/2023	CREIGHTON PATRICIA	dental reimb		606.67 <i>D</i>
D000303652	04/04/2023	DIFFENDARFER, MICHELLE	dental reimb		730.00 <i>D</i>
D000303653	04/04/2023	DITZLER CARA	dental reimb		280.00 <i>D</i>
D000303654	04/04/2023	EBERLY KERRI	dental reimb		189.00 <i>D</i>

* - Non-Negotiable Disbursement

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND Payment Dates: 03/08/2023 - 04/04/2023

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
D000303655	04/04/2023	EPLUS TECHNOLOGY OF PA	tech equip		48,582.61 <i>D</i>
D000303656	04/04/2023	FAKOLT DAVID	dental reimb		340.00 <i>D</i>
D000303657	04/04/2023	FRY JODI A	dental reimb		645.00 <i>D</i>
D000303658	04/04/2023	GERLACH ROY A.	dental reimb		247.00 <i>D</i>
D000303659	04/04/2023	GLEIBERMAN ALYSON	dental reimb		36.00 <i>D</i>
D000303660	04/04/2023	GRISCOM JR WILLIAM E.	travel mileage		30.12 <i>D</i>
D000303661	04/04/2023	HAKE KIMBERLY	vision reimb		200.00 <i>D</i>
D000303662	04/04/2023	HART CLAUDINE	vision reimb		96.00 <i>D</i>
D000303663	04/04/2023	HEETER BRADLEY	vision reimb		169.00 <i>D</i>
D000303664	04/04/2023	HESS, RANDAL M	dental reimb		150.00 <i>D</i>
D000303665	04/04/2023	HIGGINS MICHELE	dental reimb		388.00 <i>D</i>
D000303666	04/04/2023	HOGAN KIMBERLY L	dental reimb		113.00 <i>D</i>
D000303667	04/04/2023	HOLLIDAY JUNE	dental reimb		319.00 <i>D</i>
D000303668	04/04/2023	IRWIN, LINDA M	dental reimb		106.00 <i>D</i>
D000303669	04/04/2023	KEEFER JUSTIN E	dental reimb		273.00 <i>D</i>
D000303670	04/04/2023	KIM JENNA	dental reimb		483.00 <i>D</i>
D000303671	04/04/2023	KINERT, AMANDA R	dental reimb	vision reimb	892.83 <i>D</i>
D000303672	04/04/2023	KING WENDY	dental reimb		97.00 <i>D</i>
D000303673	04/04/2023	KOWITZ, ALICIA C	vision reimb		261.18 <i>D</i>
D000303674	04/04/2023	KRUPPENBACH CONNIE	dental reimb		1,482.00 <i>D</i>
D000303675	04/04/2023	LAU ELISABETH D.	dental reimb		376.00 <i>D</i>
D000303676	04/04/2023	MANNIX SUZANNE K.	vision reimb		10.00 <i>D</i>
D000303677	04/04/2023	MARSH JEFFREY B	vision reimb		245.00 <i>D</i>
D000303678	04/04/2023	MASER KRISTIN W.	vision reimb	dental reimb	742.00 <i>D</i>
D000303679	04/04/2023	MAZZITTI & SULLIVAN EAP SERVICES	qtrly employee assistance program		1,652.00 <i>D</i>
D000303680	04/04/2023	MCCARDELL, ANDREA L	dental reimb		95.00 <i>D</i>
D000303681	04/04/2023	MCCRABB JENNIFER LYNN	dental reimb		186.00 <i>D</i>
D000303682	04/04/2023	MENCARINI JOSEPH M	dental reimb		1,052.50 <i>D</i>
D000303683	04/04/2023	MILLER MELISSA	dental reimb		660.00 <i>D</i>
D000303684	04/04/2023	MINNEY, ANGELA J	dental reimb		219.00 <i>D</i>
D000303685	04/04/2023	MORGAN DERRICK	vision reimb		400.00 <i>D</i>
D000303686	04/04/2023	NADU, MARGARET M	dental reimb	vision reimb	438.00 <i>D</i>
D000303687	04/04/2023	NEW STORY LLC	tuition		31,815.00 <i>D</i>
D000303688	04/04/2023	ORNDORFF JOHNNA R	dental reimb		1,270.07 <i>D</i>
D000303689	04/04/2023	PAULINELLIE HEIDI	dental reimb		476.00 <i>D</i>

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FUND ACCOUNTING PAYMENT SUMMARY

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000303690	04/04/2023	POTTER JACLYN	dental reimb		300.00 <i>D</i>
D000303691	04/04/2023	RICE BENJAMIN G.	dental reimb		323.10 <i>D</i>
D000303692	04/04/2023	RICHWINE CONNIE	dental reimb		110.00 <i>D</i>
D000303693	04/04/2023	RIVER ROCK ACADEMY, LLC	2 slots at River Rock		6,004.36 <i>D</i>
D000303694	04/04/2023	ROYER LARRY	dental reimb		434.00 <i>D</i>
D000303695	04/04/2023	RUSSELL MELISSA	dental reimb		308.00 <i>D</i>
D000303696	04/04/2023	SAMBOL MICHELE	vision reimb		87.00 <i>D</i>
D000303697	04/04/2023	SAVOCA DEBRA A.	dental reimb		201.00 <i>D</i>
D000303698	04/04/2023	SCHATZMANN MICHELLE L	HS spec ed supplies		110.02 <i>D</i>
D000303699	04/04/2023	SCHAUB, MARY K	dental reimb		829.00 <i>D</i>
D000303700	04/04/2023	SECKMAN, EVA G	dental reimb		186.00 <i>D</i>
D000303701	04/04/2023	SHEHAN LINDSAY	tuition reimb		1,590.00 <i>D</i>
D000303702	04/04/2023	SHOCKEY TINA	dental reimb		399.00 <i>D</i>
D000303703	04/04/2023	SLADE, MARY K	vision reimb		169.00 <i>D</i>
D000303704	04/04/2023	SPAHR SHANNON	dental reimb		113.00 <i>D</i>
D000303705	04/04/2023	SPANGLER DONALD	dental reimb		217.00 <i>D</i>
D000303706	04/04/2023	SPEALMAN AMANDA	dental reimb		208.00 <i>D</i>
D000303707	04/04/2023	THE VISTA SCHOOL	transition services		937.50 <i>D</i>
D000303708	04/04/2023	TITTER ADAM	tuition reimb		1,545.00 <i>D</i>
D000303709	04/04/2023	TRACY PENNY	dental reimb		102.00 <i>D</i>
D000303710	04/04/2023	US-RX CARE	pharmacy - mgmt program - March		2,508.00 <i>D</i>
D000303711	04/04/2023	WAGNER ALLISON	tuition reimb		1,620.00 <i>D</i>
D000303712	04/04/2023	WATTERSON CYNTHIA	dental reimb		157.00 <i>D</i>
D000303713	04/04/2023	WHITE ERICA L	dental reimb		1,163.85 <i>D</i>
D000303714	04/04/2023	WHITE, TRACY L	dental reimb		122.00 <i>D</i>
D000303715	04/04/2023	WIEAND MATTHEW	dental reimb		600.90 <i>D</i>
D000303716	04/04/2023	WOLGEMUTH LEANNE	dental reimb		170.00 <i>D</i>
D000303717	04/04/2023	ZANDER, ASHLEY K	dental reimb		224.00 <i>D</i>
D000303718	04/04/2023	ZIMMERMAN, HOPE L	HS home ec groceries		136.28 <i>D</i>
D000303719	04/04/2023	ZURN ADAM	dental reimb		145.00 <i>D</i>
* DELAGE0307	03/07/2023	DE LAGE LANDEN PUBLIC FINANCE LLC	Copier Lease		3,222.12
* FED0000303	03/03/2023	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Pay Date: 3/3/2023	Purpose: ER FICA Pay Date: 3/3/2023	222,833.90
* FED0000317	03/17/2023	FEDERAL TAX PAYMENT SYSTEM	Purpose: EE FED Pay Date: 3/17/2023	Purpose: ER FICA Pay Date: 3/17/2023	232,057.36
* FULTS0306	03/06/2023	FULTON BANK N.A.	Lease - 20/21 Laptops		54,934.80
* HSA0000303	03/03/2023	HEALTH EQUITY	DED: HSA Contr - Pay Date: 3/3/2023		12,381.74

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - L-S GENERAL FUND **Payment Dates:** 03/08/2023 - 04/04/2023

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* HSA0000317	03/17/2023	HEALTH EQUITY	DED: HSA Contr - Pay Date: 3/17/2023		12,494.24
* ISF0032823	03/28/2023	BB&T ITEM PROCESSING CENTER	Medical Claims & Fees - Mar 1-28		440,401.01
* LCCTC00301	03/01/2023	LANCASTER COUNTY CTC	CTC - District Payment		90,800.87
* PAT0000303	03/03/2023	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Pay Date: 3/3/2023		29,375.45
* PAT0000317	03/17/2023	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Pay Date: 3/17/2023		30,547.16
* PAT0000331	03/31/2023	PA DEPARTMENT OF REVENUE	Purpose: EE STPA Pay Date: 3/31/2023		29,862.07
* PENS000317	03/17/2023	PENSERV PLAN SERVICES INC.	DED: ROTH AXA - Pay Date: 3/17/2023	DED: 403B AXA - Pay Date: 3/17/2023	11,927.79
* PNC0030623	03/06/2023	PNC BANK N.A.	Procurement Card Purchases		16,745.42
* PSR0001231	03/23/2023	PUB SCH EMPLOYES RETIREMENT	Purpose: ER RETP Pay Date: 11/10/2022	Purpose: ER RETP Pay Date: 12/9/2022	2,028,303.41
* SCD0000303	03/03/2023	PA SCDU	DED: Child Support - Pay Date: 3/3/2023		1,265.44
* SCD0000317	03/17/2023	PA SCDU	DED: Child Support - Pay Date: 3/17/2023		1,265.44
* TCF0030823	03/08/2023	TCF Capital Solutions	Lease - 2019 Ford Transit Van		545.89
* TCF0031023	03/10/2023	TCF Capital Solutions	Lease - 2020 Ford Transit Van		571.91
* TCF0031923	03/20/2023	TCF Capital Solutions	Lease - 2019 Ford Transit Van		545.89
* TCF0032823	03/28/2023	TCF Capital Solutions	Lease - 2018 Ford Transit School Van 350X		865.70
* VOYA030323	03/06/2023	VOYA - PSERS	EE PSERS DC Contributions	ER PSERS DC Contributions	4,307.80
* VOYA031723	03/20/2023	VOYA - PSERS	EE PSERS DC Contributions	ER PSERS DC Contributions	4,495.52
10 - General Fund					3,856,600.17
Grand Total All Funds					3,856,600.17
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					124,184.04
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					3,229,750.93
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					502,665.20
Grand Total All Payments					3,856,600.17

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - CAFETERIA ACCOUNT **Payment Dates:** 03/08/2023 - 04/04/2023

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

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000007665	03/01/2023	DOMINOS PIZZA	February Dominos Pizza		2,277.00
0000007666	03/01/2023	EDWARDS BUSINESS SYSTEMS	FSD Copier		4.95
0000007667	03/01/2023	FEESERS INC.	HS Food		58,415.79
0000007668	03/01/2023	GOLD STAR FOODS	HS Food		5,487.43
0000007669	03/01/2023	GOOD, HEATHER	Reissue check for refund		44.15
0000007670	03/01/2023	HERSHEY CREAMERY CO.	MM Ice Cream	HH Ice Cream	1,197.04
0000007671	03/01/2023	K & D FACTORY SERVICE INC.	HS Garbage Disposal	MM Dishwasher	11,664.89
0000007672	03/01/2023	MORIBITO BAKING CO INC	2/6-27 HH Bread	2/6-21 HS Bread	1,495.26
0000007673	03/01/2023	NARDONE BROS BAKING CO INC	MM Pizza	HH Pizza	622.88
0000007674	03/01/2023	PETTY CASH	PC food-all	PC - Pot holders	255.10
0000007675	03/01/2023	SCHEID PRODUCE INC.	2/6-21 HS Produce	2/1-21 MM Produce	3,893.60
0000007676	03/01/2023	SERENA A. KIRCHNER INC	HS Sparkling Ice		645.60
0000007677	03/01/2023	SINGER EQUIPMENT COMPANY	Paper Supplies		3,901.63
0000007678	03/01/2023	SWISS DAIRY	2/2-23 HH Milk	2/2-23 MM Milk	7,804.56
0000007679	03/01/2023	SYSCO CORPORATION	Paper-all	Food-all	1,571.94
0000007680	03/01/2023	THE AMERICAN BOTTLING COMPANY	HS Snapple drinks		582.00
0000007681	03/22/2023	FEESERS INC.	MM Food	HS Food	32,497.19
0000007682	03/22/2023	GILBERT CONSULTING LLC	Zimmerman Serve Safe		185.00
0000007683	03/22/2023	GOLD STAR FOODS	HS Food		4,683.58
0000007684	03/22/2023	HERSHEY CREAMERY CO.	MM Ice Cream		649.12
0000007685	03/22/2023	K & D FACTORY SERVICE INC.	LE Refrigerator Comp Deposit	HS Dish Machine	6,141.49
0000007686	03/22/2023	MORIBITO BAKING CO INC	3/6-13 HH Bread	2/27-3/6 HS Bread	959.57

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

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000007687	03/22/2023	NARDONE BROS BAKING CO INC	HH Pizza	LE Pizza	467.16
0000007688	03/22/2023	SCHEID PRODUCE INC.	2/27-3/8 MM Produce	2/27-3/8 HS Produce	2,540.50
0000007689	03/22/2023	SERENA A. KIRCHNER INC	HS Sparkling Ice		538.00
0000007690	03/22/2023	SINGER EQUIPMENT COMPANY	Paper Supplies	Cleaning supplies	2,427.42
0000007691	03/22/2023	SWISS DAIRY	2/28-3/14 HH Milk	2/16-3/9 MM Milk	5,603.62
0000007692	03/22/2023	SYSCO CORPORATION	Paper Supplies	Sysco food	1,097.23
0000007693	03/22/2023	TELE-PEST INC.	HS Pest Control	HH Pest control	196.00
51 - FOOD SERVICE/CAFETERIA					157,849.70
Grand Total All Funds					157,849.70
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					157,849.70
Grand Total All Payments					157,849.70

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: AT - HS ATHLETIC ACCOUNT **Payment Dates:** 03/08/2023 - 04/04/2023

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
0000006323	03/08/2023	GORMAN, BENJAMIN J	District basketball game		315.00
0000006324	03/08/2023	HEMPFIELD SCHOOL DISTRICT	JH Track Entry Fee 5/11/23		225.00
0000006325	03/08/2023	JACKSON, JEFFREY L.	District basketball game		420.00
0000006326	03/08/2023	LIPPY BRANDEN	Reimbursement of NIAAA dues	B Basketball Meal Money 3/8/23	640.00
0000006327	03/08/2023	TURNER, KYLIE J	reimbursement for lodging 3/14-3/16		461.74
0000006328	03/10/2023	TURNER, KYLIE J	Meals - PIAA State Swimming 3/14-3/16		500.00
0000006329	03/13/2023	LIPPY BRANDEN	B Basketball Meal 3/14/2023		265.00
29 - Athletic Fund					2,826.74
Grand Total All Funds					2,826.74
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					2,826.74
Grand Total All Payments					2,826.74

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CR - CAPITAL RESERVE ACCT **Payment Dates:** 03/08/2023 - 04/04/2023

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
0000004523	03/08/2023	K & D FACTORY SERVICE INC.	balance of HS pizza oven - cap reserve - cafe	balance of 2 HS warmers - cap reserve - cafe	25,118.28
0000004524	03/08/2023	LANCASTER-LEBANON INT. UNIT 13	network fees - cap reserve		24,769.75
0000004525	03/16/2023	CRABTREE ROHRBAUGH & ASSOCIATES INC.	professional services - MM - cap reserve	professional services - early childhood - cap reserve	86,955.74
0000004526	03/16/2023	K & D FACTORY SERVICE INC.	balance due for warmer at HH - cap reserve - cafe		5,572.50
32 - Capital Reserve					142,416.27
Grand Total All Funds					142,416.27
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					142,416.27
Grand Total All Payments					142,416.27

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

Bank Account: CP - CAPITAL PROJECTS FUND **Payment Dates:** 03/08/2023 - 04/04/2023

Sort: Payment Number

39 - Capital Projects	2,529,045.28
------------------------------	---------------------

Grand Total All Funds	2,529,045.28
------------------------------	---------------------

Grand Total Credit Cards	0.00
---------------------------------	-------------

Grand Total Direct Deposits	0.00
------------------------------------	-------------

Grand Total Manual Checks	0.00
----------------------------------	-------------

Grand Total Other Disbursement Non-negotiables	(181.51)
---	-----------------

Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
--	-------------

Grand Total Regular Checks	2,529,226.79
-----------------------------------	---------------------

Grand Total All Payments	2,529,045.28
---------------------------------	---------------------

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



Date	Transaction Description	Debit	Credit	Balance
2/28/2023	Beginning Balance in ArbiterPay Account			10,531.75
-	Upload Funds into ArbiterPay (EFT)		-	
3/15/2023	Lampeter-Strasburg High School, 3/14/2023, Group 105178, Game 1235202643, 4:00 PM, Game Fee \$88.80, Bill Riiff	88.80		
3/15/2023	Lampeter-Strasburg High School, 3/14/2023, Group 105178, Game 1235202643, 4:00 PM, Game Fee \$88.80, Brad Kurtz	88.80		
3/15/2023	Lampeter-Strasburg High School, 3/14/2023, Group 105178, Game 1235202643, 4:00 PM, Game Fee \$88.80, Brendan McAnally	88.80		
3/15/2023	Lampeter-Strasburg High School, 3/14/2023, Group 105178, Game 1235202643, 4:00 PM, Game Fee \$88.80, Brian London	88.80		
3/20/2023	Lampeter-Strasburg High School, 3/16/2023, Group 102269, Game 519121, 4:15 PM, Game Fee \$90.00, Karin Charles	90.00		
3/20/2023	Lampeter-Strasburg High School, 3/16/2023, Group 102269, Game 519122, 4:15 PM, Game Fee \$200.00, Wayne Nguyen	200.00		
3/20/2023	Lampeter-Strasburg High School, 3/16/2023, Group 107703, Game 970510, 5:30 PM, Game Fee \$96.00, Brett Engroff	96.00		
3/20/2023	Lampeter-Strasburg High School, 3/16/2023, Group 107703, Game 970510, 5:30 PM, Game 970511, 4:15 PM, Game Fee \$174.00, Jennifer Forney	174.00		
3/20/2023	Lampeter-Strasburg High School, 3/16/2023, Group 107703, Game 970511, 4:15 PM, Game Fee \$78.00, Michelle Cavallaro	78.00		
3/22/2023	Lampeter-Strasburg High School, 3/21/2023, Group 103374, Game 484661, 4:15 PM, Game Fee \$90.00, Michael Schilpp	90.00		
3/22/2023	Lampeter-Strasburg High School, 3/21/2023, Group 103374, Game 484662, 4:15 PM, Game Fee \$80.00, Matthew Sipel	80.00		
3/22/2023	Lampeter-Strasburg High School, 3/21/2023, Group 103374, Game 484662, 4:15 PM, Game Fee \$80.00, RICHARD-(RICK) VELEZ	80.00		
3/22/2023	Lampeter-Strasburg High School, 3/21/2023, Group 107703, Game 970525, 4:15 PM, Game Fee \$174.00, Sara Sweitzer	174.00		
3/22/2023	Lampeter-Strasburg High School, 3/21/2023, Group 107703, Game 970525, 4:15 PM, Game Fee \$174.00, Vicki Zurbrick	174.00		
3/23/2023	Lampeter-Strasburg High School, 3/22/2023, Group 107703, Game 970439, 4:15 PM, Game Fee \$174.00, Jennifer Forney	174.00		
3/23/2023	Lampeter-Strasburg High School, 3/22/2023, Group 107703, Game 970439, 4:15 PM, Game Fee \$174.00, Laura Mandell	174.00		
3/28/2023	Lampeter-Strasburg High School, 3/27/2023, Group 107703, Game 970038, 4:15 PM, Game Fee \$174.00, Bryan Hubbard	174.00		
3/28/2023	Lampeter-Strasburg High School, 3/27/2023, Group 107703, Game 970038, 4:15 PM, Game Fee \$96.00, Ruth Rineer	96.00		
3/28/2023	Lampeter-Strasburg High School, 3/27/2023, Group 107703, Game 970039, 5:30 PM, Game Fee \$78.00, Alex Myers	78.00		
	Total Payments to Officials - 3/1/2023 - 3/28/2023	2,287.20		
	Processing Fees	57.00		
	Total Paid from ArbiterPay Account	2,344.20		
3/28/2023	Ending Balance in ArbiterPay Account			8,187.55

**ADDENDUM TO CONTRACT FOR SERVICES AGREEMENT
BETWEEN AUSTILL'S REHABILITATION SERVICES, INC.
AND LAMPETER-STRASBURG SCHOOL DISTRICT
July 1, 2023**

This ADDENDUM to the LETTER OF AGREEMENT ("Addendum") is made on March 15, 2023 by and between AUSTILL'S REHABILITATION SERVICES, INC. with offices at 100 John Robert Thomas Drive, Exton, PA 19341 ("Austill's") and Lampeter Strasburg School District with offices at 1600 Book Road, Lancaster, PA 17602 ("Lampeter-Strasburg").

Austill's contracted with Lampeter-Strasburg on July 18, 2019.

NOW THEREFORE, the parties, in consideration of the premises and the covenants and promises contained in the LETTER OF AGREEMENT do hereinafter agree to as follows:

1. Term. All terms and conditions of the Contract for Service Agreement shall remain in full force and continue through June 30, 2024.3 unless terminated by either party upon sixty (60) days prior written notice to the other party.
5. Compensation/Reimbursement for Services. Austill's will be reimbursed at the following rate structure:

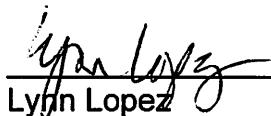
	Contract Year 1 (7/1/23 – 6/30/24)
OTR and PT per hour	\$62.00
Speech per hour	\$71.00

Reimbursement will include, but is not limited to, the following: on-site and virtual evaluation/consultation/treatment time; off-site follow-up documentation/ consultation time; travel time between Lampeter-Strasburg locations; and travel time to and from one itinerant student per off-site location. An itemized accountability form detailing specific student services rendered each month will be generated and furnished to Lampeter-Strasburg for each therapy service provided.

An itemized invoice form detailing specific student services rendered each month will be generated and furnished for each therapy service provided.

All other terms and conditions will remain the same.

AUSTILL'S REHABILITATION SERVICES, INC.


Lynn Lopez

Senior Vice President of Educational Services

3/15/23
Date

LAMPETER-STRASBURG SCHOOL DISTRICT

Authorized Representative

Date



Exhibit 1.a
Central Susquehanna Intermediate Unit
Computer Service Rates 2023-2024 – Financials/Tax only
 School entity only (not applicable to IU, AVTS/technical institute or government agency)

CHECK ✓ SERVICES	APPLICATION	BILLING BASIS PER UNIT	ANNUAL RATE	ANNUAL MINIMUM	CLASS
<input type="checkbox"/>	Assets Inventory	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$100 1.14 .58 0.00 .29	\$1,700	C
<input type="checkbox"/>	Bidding	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$350 1.16 .59 0.00 .30	\$1,700	C
<input type="checkbox"/>	Fund Accounting (includes GL, AP, AR, POs and Budget Prep)	Flat fee, plus per student on file First 1,500 students 1,501 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$680 4.40 2.20 0.00 1.06	\$2,100	A
<input type="checkbox"/>	Human Resources* (Previously identified as Personnel)	Flat fee, plus per student on file First 2,500 students 2,501 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$475 2.34 1.16 0.00 .58	\$1,875	B
<input type="checkbox"/>	Payroll*	Flat fee, plus per student on file First 2,000 students 2,001 – 4,000 students 4,001 – 7,499 students 7,500 and above	\$475 5.09 2.46 0.00 1.18	\$2,100	A

* Staff Portal included with purchase of Payroll/Human Resources applications



CHECK ✓ SERVICES	APPLICATION	BILLING BASIS PER UNIT	ANNUAL RATE	ANNUAL MINIMUM	CLASS
<input type="checkbox"/>	Interim Tax Billing	Included in Tax Billing; call for pricing if you do not use Tax Billing	N/A	N/A	C
<input type="checkbox"/>	Tax Billing – standard Tax Billing – mailers	Flat fee, plus per bill on file	\$200	\$1,775	C
<input type="checkbox"/>		Per bill Per bill	.33 .40**		
<input type="checkbox"/>	Tax Collection	Flat fee, plus per taxables on file	\$200	\$1,575	C
		First 50,000 taxables Above 50,000 taxables	.20 .10		

** Plus flat forms handling charge of \$320 and “then-current” standard postage rate per mailer

- Payroll check history and Fund Accounting detailed transaction data will be maintained for seven calendar or fiscal years, respectively. CSIU reserves the right to purge any Payroll history or to summarize Fund Accounting transactions more than seven years old at any time.
- All **training** at the CSIU (including webinars), within reason, is available at no charge. All on-site training, on-site support, and travel time is billable at the CSIU then-current hourly rate. Phone training is available at no charge, but is distinguished from phone support by being pre-scheduled and of at least one hour in length.
- Training for web-enabled modules or teachers (e.g. Employee or Vendor Portals, teachers entering requisitions) is conducted for trainers who will be training those back at the client site. This training falls into the same guidelines as above, however if individual users attend the training, they will be charged the standard rate.
- Class determines the amount of annual, non-billable, phone support time for an application: class A includes 12 hours of phone support; B includes 8 hours; and C includes 4 hours. Billing for phone support in excess of these included hours will be at the then-current hourly rate.
- One hour of miscellaneous phone support time (not related to a specific application, such as technical or security issues) will be allowed per application that is implemented by January 1 of the fiscal year.
- Charges are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website. Excess support, data conversions, and onsite training are billed monthly at \$97/hour. Consulting and staff augmentation are billable at \$120/hour. Custom programming, if approved, is billed at \$134/hr. Travel time is billable at the same rate as the service rendered. Note: minimums will only be prorated on a half-year basis. i.e. installations from July to December are full price...installations from January to June half price.
- For **NEW CLIENT IMPLEMENTATIONS**: There is a one-time flat setup fee of \$350/per non-tax application (e.g. excludes Tax Billing and Tax Collection)



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

Signature of client representative below indicates agreement with all of the above specified conditions.

SIGNATURE: _____

TITLE: _____

NAME: _____

EMAIL: _____

DISTRICT/AGENCY NAME: _____

DATE: _____

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

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

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

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

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

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

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

- This proposal only includes expenses related specifically to the proposed special financial/tax "ramp-up".
 - Special "ramp-up" pricing only applies to the core In-house Financial and/or Tax applications listed at the top. As such, it does not apply to or include any costs for any 3rd party interfaces, Web Portals, SIF Agents or services, eProcurement, additional access logins, data transfers for tax applications, etc. that a client currently uses or would want to use once they transition over.
 - This proposal does not include any pricing or information regarding the CSIU SIS.
 - Currently purchased eService applications do not qualify for this special arrangement.
 - The applications that qualify under this special arrangement will be migrated to the CSIU servers for free, under the following conditions:
 - It takes less than three hours
 - CSIU has adequate access to, as well as help and cooperation from the district in preparation, retrieving and/or transferring the database and any associated needs (i.e. testing printers, etc.)
 - Any time over three hours may be billed, at the CSIU's discretion, at the "then-current" hourly support rate
 - For Tax Billing, Tax Collection and/or Family Census applications transitioned to eService, the counts from year one are used during the "ramp-up" period, with actual counts being used in year seven.
 - For Tax Billing mailers; the ramp-up costs do NOT include postage. Postage is billed annually at the actual cost.
 - Any free initial onsite training visits, as outlined in Exhibit 1, are forfeited
 - The purchase of any additional application during the "ramp-up" period will be treated under the "then-current" Exhibit 1 rules
 - In year seven, the "then-current" Exhibit 1 rules will be in effect (absent of anything forfeit above).
 - This proposal is Effective July 1, 2019 thru June 30, 2020 and is our best estimate based upon our current assumptions and figures available at this time...i.e. your 2018-19 student enrollment and the 2019-20 annual enhancement fees for the current financial applications you own. Your 2019-20 final pricing figures will be based upon your selected 2019-20 financial applications, your audited 2018-19 student count and the actual 2019-20 annual enhancement fees.
 - Please contact CSIU if you would like separate pricing or information regarding any products or services not covered by this proposal.
 - LEA agrees to reimburse CSIU for any reduction in fees, if the LEA terminates services during this ramp-up period. The LEA would be responsible for reimbursement of the full "then-current" fees for each year of service during the ramp-up period. This fee would be due within 60 days of termination.
- * Starting in year seven (25-26 fiscal year) the price will be adjusted annually, based on the most recently published enrollment counts and "then-current" subscription rate.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT

Print Name: John Wargo

Signature: _____

Date: _____ Title: Manager of Computer Services

LAMPETER-STRASBURG SCHOOL DISTRICT

Print Name: Keith Stoltzfus

Signature: _____

Date: 4/25/19 Title: Business Manager

Lancaster-Lebanon Intermediate Unit 13 2023-2024 General Operating Budget Proposal

1020 New Holland Avenue
Lancaster, PA 17601

717-606-1600
www.iu13.org

IU13 is an equal opportunity education institution.



LANCASTER-LEBANON INTERMEDIATE UNIT 13

General Operating Budget

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LANCASTER-LEBANON INTERMEDIATE UNIT 13

Lancaster-Lebanon IU13 Board of Directors 2022-2023 Board Meeting March 8, 2023

Dr. Joseph Fullerton, President	Penn Manor
Nikki Rivera, Vice President	Manheim Township
Ronald Melleby, Treasurer	Donegal
Gina L. Brillhart, Secretary (non-voting)	IU13
Geoffrey Roche	Annville-Cleona
Brett Buckwalter	Cocalico
Ryan Sexton	Columbia Borough
Idette Groff	Conestoga Valley
Susan Dieffenbach	Cornwall-Lebanon
Paul Irvin	Eastern Lancaster County
Raymond Ondrusek	Eastern Lebanon County
Karen Sweigart	Elizabethtown Area
Tim Stauffer	Ephrata Area
Charles Merris, Jr.	Hempfield
Melissa Herr	Lampeter-Strasburg
Dr. Edith Gallagher	Lancaster
Robert Okonak	Lebanon
Jennifer Walker	Manheim Central
Staci Murray	Northern Lebanon
Maryann Cini	Palmyra Area
Michael Fisher	Pequea Valley
Craig Chubb	Solanco
Nelson Peters	Warwick

Lancaster-Lebanon IU13 Administration

Matthew Stem	Executive Director
Gina L. Brillhart	Assistant to the Executive Director-CFO
Philip (Flip) Steinour	Assistant to the Executive Director-COO
Sherry Zubeck	Director, Early Childhood and Special Education Services
Dr. Joey Bertrand	Director, Instructional Services
Tim Laubach	Director, Technology Services
Dr. Angela Kirby	Director, PaTTAN Harrisburg

MESSAGE FROM THE EXECUTIVE DIRECTOR

At IU13, our mission is to provide services, supports, and solutions that make a difference to all learners and our communities. Central to that mission is the caring, competent and reliable collaboration with our 22 school districts in Lancaster and Lebanon counties. As an education service agency, we seek to meet the ever-changing needs of member school districts, ranging from classroom programs for students with disabilities to the collaborative purchase of energy and school supplies. In every case, we are here to serve you and to be an asset to your district missions. Our goal is always to enhance student learning and our partnership has even greater importance as we work together to respond and find solutions to the new needs, challenges and opportunities facing us today.

The Lancaster-Lebanon Intermediate Unit 13's 2023-24 General Operating Budget Proposal reflects a strong commitment to reduce costs where possible and to avoid expenditures where feasible.

The **General Operating Budget - Core Program of Services** totaling \$2,056,706 reflects a 3.92% increase in expenditures and our efforts to hold to the Act 1 base index. IU13 remains committed to reducing, avoiding, and minimizing increases to costs by maximizing revenues generated from the administration of competitive grants, and leveraging grant funds to enhance services to member school districts, provide value-added services, and support IU13 operations. There is **no direct assessment** to member school districts for this budget.

The **General Operating Budget - Instructional Media Services (IMS)** totaling \$1,298,143 reflects a 0.28% increase in expenditures. This increase consists of additional instructional media licenses, offset by marketplace revenue, and equipment costs covered by carryover funds derived from attritional savings. The 2023-24 IMS Budget will be the last year to benefit from carryover funds. This results in an increase to total District Contributions of 1.9%.

The budget enclosed within this document has been recommended for approval by Lancaster and Lebanon County School District Superintendents and the Lancaster-Lebanon Intermediate Unit 13 Board of Directors and is presented to each district board for review and approval. As you consider this budget, we thank you for your continued support of Lancaster-Lebanon Intermediate Unit 13. By working together, we have developed programs to meet the needs of students and school districts while achieving efficiency and cost savings.

It is the pleasure of IU13 to serve you. We look forward to working together and making a difference through our call to "Work Worth Doing" by cultivating the conditions for trust and unity within our education systems and communities, to ensure that all learners are well served.



Matthew S. Stem
Executive Director

Lancaster-Lebanon IU13

General Operating Budget (GOB) Adoption Process

The Intermediate Unit budget adoption process shall occur in the following sequence:

1. Review and first reading of proposed GOB by the Intermediate Unit Board.
2. Review of the proposed GOB with the Advisory Council of Superintendents.
3. Notice given that the proposed GOB is available for public inspection.
4. Board approval of the proposed GOB at its regular meeting, and recommendation that the budget be approved by the IU13 component school districts and the school directors of the IU13 component school districts.
5. Distribution of copies of GOB packet to each Board member of component school districts for approval.
6. School district Boards and school district directors shall act on the IU13 General Operating Budget.
7. Following approval by a majority of the component school district boards and the school directors of the component school districts, the Executive Director shall file the approved GOB with the Pennsylvania Department of Education.
8. Final Board approval of all programs of services budgets annually in June as part of its Strategic Business Units and Support Services Units budget adoption process.

Lancaster-Lebanon Intermediate Unit 13

Proposed General Operating Budget

2023-2024

Background and Summary of Services

Public School Code of 1949 outlines the process an intermediate unit follows for approval of its General Operating Budget and identifies the core services to be provided: (i) curriculum development and instructional improvement services; (ii) educational planning services; (iii) instructional materials services; (iv) continuing professional education services; (v) pupil personnel services; (vi) State and Federal agency liaison services; and (vii) management services.

At Lancaster-Lebanon Intermediate Unit 13 (IU13), the General Operating Budget estimates the cost of operating and administering our Program of Services and consists of two components:

1. The **Core Program of Services (CPS) Budget** in the amount of **\$2,056,706** includes resources for organizational leadership, board and community relations, administrative services, and instructional supports to our 22 member school districts. The 2023-24 CPS Budget includes an increase of \$77,541 or 3.92%.
2. The **Instructional Media Services (IMS) Budget** in the amount of **\$1,298,143** provides instructional media and materials, courier services among schools, and consultation and training in instructional technology integration. The 2023-24 IMS Budget includes an increase of \$3,593 or 0.28%.

The General Operating Budget is reviewed with the IU13 Superintendents' Advisory Council and approved by the IU13 Board of Directors for recommendation to the local school boards for approval. Weighted votes will be summarized and submitted to the Pennsylvania Department of Education by May 1st. The General Operating Budget represents approximately 1.6% of the total enterprise-level IU13 budget and is formally adopted by the IU13 Board as part of the Strategic Business Unit and Support Services Unit budget process in June.

We operate over 105 separate programs that are managed under ten Strategic Business Units (SBUs) totaling approximately \$207 million. A listing of the ten strategic business units and the proposed programs administered under each unit is included in this packet on pages 14-16. The IU13 Board of Directors approves the budgets for all programs administered by IU13 as part of the annual budget adoption process. These programs include marketplace fee-for-service programs, consortium programs, membership programs, federal grants, and state allocations/grants. A more detailed description of our strategic business units and the programs offered by each unit is available in a companion document titled, "IU13 Programs and Services." The companion document is updated each year in June as part of the enterprise-level budget adoption process and posted on our website at <https://www.iu13.org>.

Local school districts exercise their option to participate in the various marketplace and consortium programs based on their needs. Each consortium budget is developed with member input and contracts for service are approved by participating school districts and the IU13 Board of Directors. Our efforts to meet the ever-changing needs and expectations of our member school districts and other key customers are supported by a 5-year plan that includes a mission to provide services, supports, and solutions that make a difference to all learners in our community, and a vision for working together and making a difference through our call to "Work Worth Doing" by cultivating the conditions

for trust and unity within our education systems and communities, to ensure that all learners are well served, focusing on:

- Educational Services
- Technical Assistance
- Developing Leaders
- Convening and Connecting
- Building Organizational Resilience

We continually seek avenues to increase efficiency and to save money in our own operations as well as for our member school districts. Each year, we pursue opportunities to increase funding for general operations by aggressively pursuing competitive grants, administering state initiatives, and delivering marketplace services. Since the Intermediate Unit Operating Subsidy line item was eliminated from the Commonwealth budget in 2012, the Pennsylvania Department of Education has charged intermediate units to become entrepreneurial. At IU13, we have been intentional about becoming more entrepreneurial, and have implemented programs and structures to encourage and support innovation and stewardship. Our efforts include a focus on the voice of the customer, a commitment to inspiring innovation, a discipline of project management processes and tools, and a system to support lean design strategies. IU13's commitment to expanding its entrepreneurial offerings benefits our member school districts by providing funds and leveraging resources to enrich and enhance our programs and services.

The General Operating Budget is comprised of six functional areas: Enterprise Leadership - Executive Director's Office, Business Services, Human Resources Services, Early Childhood and Special Education Services, Technology Services, and Instructional Services.

The Executive Director's Office is responsible for **enterprise-level leadership** and coordinates the monthly meetings and agendas of the IU13 Board of Directors, hosts the monthly meeting of the Superintendents' Advisory Council, supports services to other district leaders, and sponsors sessions where current programs are discussed and planning for future activities and initiatives occur. Our annual elevated commitments and action items are a result of the planning done at this level. The Executive Director's Office also provides community relations support for districts through a public relations consortium. The Executive Director's Office supports formation of legislative priorities in collaboration with the 22 member school districts and others specific to the IU. New board member orientation, legislative liaison services, and administrator searches are also offered based on interest.

Central Services, including the administration of state and federal agency liaison services, management services and organizational leadership, are included in the budget. The Executive Director, Assistant Executive Director, Assistant to the Executive Director - COO, Assistant to the Executive Director - CFO, Director of Instructional Services, Director of Technology Services, and Director of Early Childhood and Special Education Services all contribute to this work.

The **Business Services** staff is responsible for the overall financial management and accounting for the organization, including budget development, grant compliance, procurement practices, and implementation of the organization's Comprehensive Business Plan. The Business Services staff is also responsible for the coordination of the Workers' Compensation and Property/Casualty Insurance Pools, and collaborative services initiatives resulting in substantial savings for member districts through bulk buying of materials and supplies. In addition, the IU coordinates a consortium for the procurement of energy that results in savings of the costs for natural gas, electricity, and bulk fuels, as well as several other collaborative services initiatives that provide cost-effective solutions for participating districts.

The **Human Resources Services** staff is responsible for recruiting, hiring, and retention activities for IU13. Additionally, this staff provides labor management information services and consulting services to

districts on human resources and policy issues, and assists districts with regulatory management, interpreting new laws/Acts and how they can be put into practice. This department coordinates a substitute procurement and absence management program, an online service for wage, benefit, contracts, and organization charts. Human Resources Services coordinates emergency certification for substitutes and provides safety training. The Human Resources Services staff also supports the planning, prevention, and response to safety and crisis events within all school districts.

The **Early Childhood and Special Education Services** team is responsible for the delivery of services to young children (Early Head Start, Head Start in Lebanon County, Pre-K Counts, and Preschool Early Intervention) and district-referred school-age students in need of special education (center-based services, classroom services, itinerant teachers, speech and language therapy, occupational therapy, physical therapy, job training services, transition services, sensory impaired services, psychological services, and homebound instruction). In addition, the IU has leveraged a special education legal pool which member districts can join at a minimal cost. Membership includes direct access to a highly regarded special education attorney throughout the year for large-group professional development, updates on legal trends, and 1:1 consultation.

The **Technology Services** team is responsible for software, computer, network, and data systems administration services for IU13 (i.e., server administration for e-mail, web, network connectivity hardware, etc.). This department is also responsible for providing technical assistance to IU13 staff (administrators, specialists, and support staff) regarding uses of technology. In addition, the Technology Services team provides the following consortium and marketplace services to our member districts:

- Wide Area Network Connectivity
- IU13 Hosted Cloud Services
- Virtual Server Hosting
- Colocation Services
- Web Content Filtering
- Telecommunications Statewide Contract
- Discounted Technology Trainings
- Statewide Software Sales
- Technology Management Career Pathways
- Consultative Services
- Tech Talk Live Conference
- State Data Manager
- Managed Network Services
- Document Imaging and Retention Services
- Printing and Duplication Center Services

The **Instructional Services** Department provides innovative services that are evidence-informed to lead and support the work of learner-driven professionals. Teaching and learning-related solutions are offered to educators and administrators in the areas of curriculum, instruction, educational technology, online learning, and personalized learning. In addition, a variety of job-alike collaboratives for curriculum coordinators, principals, specialists, and teachers are facilitated by the Instructional Services Department to support collegiality, networking, and peer-to-peer learning in Lancaster and Lebanon Counties. The Intermediate Unit's Student Services Program and Community Education Program are also administered through Instructional Services.

The General Operating Budget - Core Program of Services is supported by interfund transfers derived from the central support cost allocations to local, state, and federal programs administered by the

Intermediate Unit, interest income, plus state reimbursement for Social Security and retirement costs related to salaries funded in the budget. Expenditures included in this budget are salaries, benefits, expenses, materials, and supplies. **There is no assessment to member school districts for the General Operating Budget – Core Program of Services.**

General Operating Budget - Instructional Media Services (IMS) are salaries, benefits, materials, and supplies in support of the following services:

- Courier service is provided to Lancaster and Lebanon public schools on a regular, weekly basis, as well as routes encompassing the nonpublic schools on a rotating basis. The courier service is housed in the IU13 Lancaster County office, running scheduled deliveries to the satellite offices.
- The IU13 IMS provides a wide range of instructional media, materials, and training for teachers and administrators.
- 60% of the budget covers the cost of instructional media licenses and materials requested by member districts. Media titles are available for educators to download or stream to their classrooms for instruction and staff development uses. In addition, teachers and students have access to virtual simulations and labs, cultural and educational databases, and a variety of digital instructional resources for all grade levels and all curriculum areas.
- Types of media available to educators include streaming media, video, and even large inflatable planetariums and telepresence robotic systems. In addition, districts have access to OverDrive, an online library available with e-book titles that can be used by their students.

IMS staff provide services to schools related to the integration of instructional technology and digital media. Job-alike meetings are held for school district staff to support technology integration and solving technical issues. Further, the latest technological developments are discussed, and hands-on technology trainings are offered. These meetings provide a valuable forum for learning and information exchange among district staff members.

The General Operating Budget - IMS is funded through the following revenue streams: Social Security and retirement state reimbursements, a small carryover, consulting services revenue, local program revenue, and member district contributions based on an aid ratio formula promulgated in School Code. A schedule of district contributions is included under the IMS section of this proposal on page 13.

LANCASTER-LEBANON IU13
Business Services Department
General Operating Budget
Proposed 2023-2024 Core Program of Services
Composite Budget
March 8, 2023

		Actual 2021-22 Activity	Approved 2022-23 Budget	Proposed 2023-24 Budget	Net Change Budget
PERSONNEL SERVICES - SALARIES					
Object: 110	Official/Administrative	\$346,785	\$389,225	\$411,810	\$22,585
Object: 130	Professional - Other	348,531	446,313	453,960	7,647
Object: 150	Office/Clerical	173,022	174,171	199,510	25,339
Subtotal		868,338	1,009,709	1,065,280	55,571
PERSONNEL SERVICES - EMPLOYEE BENEFITS					
Object: 213	Life Insurance	641	724	800	76
Object: 220	Social Security Contributions	61,754	77,239	81,720	4,481
Object: 230	Retirement Contributions	297,452	356,023	362,150	6,127
Object: 240	Tuition Reimbursement	3,807	7,339	7,680	341
Object: 260	Workers' Compensation	5,649	7,070	7,630	560
Object: 271	Medical Health Benefits	119,779	137,232	138,580	1,348
Object: 272	Dental Health Benefits	5,591	6,399	6,580	181
Object: 274	Income Protection Benefits	1,824	2,124	2,210	86
Object: 279	Medical Stabilization	(5,989)	0	(13,844)	(13,844)
Object: 290	Other Employee Benefits	31,598	30,081	31,410	1,329
Subtotal		522,106	624,231	624,916	685
PURCHASED PROFESSIONAL AND TECHNICAL SERVICES					
Object: 329	Professional Educ Svcs - Other	11,486	1,100	5,500	4,400
Object: 330	Other Professional Services	500	1,100	1,100	0
Object: 331	Legal Fees	1,791	4,800	500	(4,300)
Object: 340	Technical Services	27	360	100	(260)
Object: 348	Services in Support of Technology	5,451	6,127	6,070	(57)
Object: 360	Employee Training and Development Services	6,354	30,748	26,160	(4,588)
Object: 390	Other Purchased Professional & Tech Svcs	30,714	32,825	34,000	1,175
Subtotal		56,323	77,060	73,430	(3,630)
PURCHASED PROPERTY SERVICES					
Object: 441	Rental of Land and Buildings	274,985	191,134	207,840	16,706
Object: 448	Lease/Rental of Hardware & Related Tech	3,642	4,188	4,020	(168)
Subtotal		278,627	195,322	211,860	16,538
OTHER PURCHASED SERVICES					
Object: 532	Cellular Phone Charges	0	0	20	20
Object: 549	Other Advertising/Public Relations	1,376	2,500	2,700	200
Object: 550	Printing and Binding	3,565	3,576	8,360	4,784
Object: 580	Travel	2,549	24,782	26,040	1,258
Object: 599	Other Misc Purchased Services	5,832	10,053	10,000	(53)
Subtotal		13,322	40,911	47,120	6,209
SUPPLIES					
Object: 610	General Supplies	3,320	4,674	6,020	1,346
Object: 611	Supplies Warehouse	72	0	0	0
Object: 634	Snacks	874	0	0	0
Object: 635	Meals/Refreshments	6,568	9,850	10,200	350
Object: 640	Books and Periodicals	395	686	790	104
Object: 650	Supplies & Fees - Technology Related	5,396	4,928	5,200	272
Subtotal		16,625	20,138	22,210	2,072
OTHER OBJECTS					
Object: 810	Dues and Fees	8,097	11,794	11,890	96
Subtotal		8,097	11,794	11,890	96
TOTAL EXPENDITURES		\$1,763,438	\$1,979,165	\$2,056,706	\$77,541
LOCAL REVENUES					
6510	Interest on Investments and Interest-Bearing Checking Accounts	\$0	\$0	\$130,000	\$130,000
6999	All Other Revenues	2,000	0	0	0
Subtotal		2,000	0	130,000	130,000
STATE REVENUES					
7810	State Share Soc Sec & Medicare Taxes	30,876	38,622	40,860	2,238
7820	State Share Retirement Contributions	148,725	178,015	181,075	3,060
Subtotal		179,601	216,637	221,935	5,298
OTHER FUNDING SOURCES					
9310	General Fund Transfers	1,581,837	1,762,528	1,704,771	(57,757)
Subtotal		1,581,837	1,762,528	1,704,771	(57,757)
TOTAL REVENUES		\$1,763,438	\$1,979,165	\$2,056,706	\$77,541

**Lancaster-Lebanon IU13
General Operating Budget
Proposed 2023-2024 Core Program of Services
Budget Summary**

CENTRAL SERVICES

- 5.98 FTE staff
 - 1.90 FTE Leadership Team
 - 0.91 FTE Senior Leaders
 - 0.88 FTE Middle Management
 - 2.29 FTE Non-instructional Support
- Board Meetings and Activities
- Superintendents' Meetings and Activities
- Job-Alike Meetings and Activities
- Legislative, State, and Federal Liaison
- Community Relations and Public Information
- Oversight of all Intermediate Unit Programs
- Safety Initiatives and Crisis Event Prevention and Response
- Management and Administrative Services

CURRICULUM AND INSTRUCTIONAL SERVICES

- 3.63 FTE Staff
 - 0.38 FTE Leadership Team
 - 1.37 FTE Senior Leaders
 - 0.90 FTE Middle Management
 - 0.98 FTE Non-instructional Support
- Professional Development
- School Evaluation Services
- Program Development
- Supervision and Coordination of Various Intermediate Unit Programs
- Strategic Planning and School Improvement
- Curriculum and Assessment Services

LANCASTER-LEBANON IU13
Business Services Department
General Operating Budget
Proposed 2023-2024 Instructional Media Services
Composite Budget
March 8, 2023

		Actual 2021-22 Activity	Approved 2022-23 Budget	Proposed 2023-24 Budget	Net Change Budget
PERSONNEL SERVICES - SALARIES					
Object: 110	Official/Administrative	\$38,292	\$38,476	\$32,673	(\$5,803)
Object: 130	Professional - Other	95,771	99,917	114,935	15,018
Object: 150	Office/Clerical	70,081	72,657	71,999	(658)
	Subtotal	204,144	211,050	219,607	8,557
PERSONNEL SERVICES - EMPLOYEE BENEFITS					
Object: 213	Life Insurance	208	209	209	0
Object: 220	Social Security Contributions	15,225	16,146	16,798	652
Object: 230	Retirement Contributions	70,034	73,579	73,812	233
Object: 240	Tuition Reimbursement	2,544	1,440	1,440	0
Object: 260	Workers' Compensation	1,327	1,478	1,538	60
Object: 271	Medical Health Benefits	39,271	39,600	39,600	0
Object: 272	Dental Health Benefits	1,832	1,848	1,847	(1)
Object: 274	Income Protection Benefits	610	609	609	0
Object: 279	Medical Stabilization	(1,963)	0	(3,960)	(3,960)
Object: 290	Other Employee Benefits	2,796	2,886	2,450	(436)
	Subtotal	131,884	137,795	134,343	(3,452)
PURCHASED PROFESSIONAL AND TECHNICAL SERVICES					
Object: 329	Professional Educ Svcs - Other	3,000	18,000	13,000	(5,000)
Object: 348	Services in Support of Technology	4,463	1,338	1,448	110
Object: 360	Employee Training and Development Services	162	5,264	5,355	91
Object: 390	Other Purchased Professional & Tech Svcs	0	800	800	0
	Subtotal	7,625	25,402	20,603	(4,799)
PURCHASED PROPERTY SERVICES					
Object: 432	Repairs & Maintenance Svcs of Equip	0	10,995	0	(10,995)
Object: 433	Repairs & Maintenance Svcs of Vehicles	3,230	3,500	3,500	0
Object: 441	Rental of Land and Buildings	14,771	14,396	14,294	(102)
Object: 448	Lease/Rental of Hardware & Related Tech	985	1,018	930	(88)
	Subtotal	18,986	29,909	18,724	(11,185)
OTHER PURCHASED SERVICES					
Object: 532	Cellular Phone Charges	107	40	174	134
Object: 549	Other Advertising/Public Relations	245	1,000	1,000	0
Object: 550	Printing and Binding	347	324	312	(12)
Object: 580	Travel	4,623	11,474	10,611	(863)
Object: 599	Other Misc Purchased Services	5,278	1,000	0	(1,000)
	Subtotal	10,600	13,838	12,097	(1,741)
SUPPLIES					
Object: 610	General Supplies	5,326	3,975	2,850	(1,125)
Object: 626	Gasoline	2,957	4,500	4,500	0
Object: 634	Snacks	456	0	0	0
Object: 635	Meals/Refreshments	9,283	17,155	17,715	560
Object: 650	Supplies & Fees - Technology Related	763,769	771,926	792,823	20,897
	Subtotal	781,791	797,556	817,888	20,332
PROPERTY					
Object: 762	Capital Equipment Replacement	0	8,750	8,750	0
	Subtotal	0	8,750	8,750	0
OTHER OBJECTS					
Object: 810	Dues and Fees	635	940	640	(300)
	Subtotal	635	940	640	(300)
OTHER USES OF FUNDS					
Object: 938	General Admin Overhead Allocation	64,325	69,310	65,491	(3,819)
	Subtotal	64,325	69,310	65,491	(3,819)
TOTAL EXPENDITURES		<u>\$1,219,990</u>	<u>\$1,294,550</u>	<u>\$1,298,143</u>	<u>\$3,593</u>

LANCASTER-LEBANON IU13
Business Services Department
General Operating Budget
Proposed 2023-2024 Instructional Media Services
Composite Budget
March 8, 2023

		Actual 2021-22 Activity	Approved 2022-23 Budget	Proposed 2023-24 Budget	Net Change Budget
LOCAL REVENUES					
6920	Contributions & Donations from Private Srcs	\$5,950	\$5,000	\$15,000	\$10,000
6944	Receipts Other LEAs in PA - Ed	31,590	22,323	27,696	5,373
6947	Receipts from Members by Withholding	655,835	655,835	668,296	12,461
6948	Receipts Directly from Members	417,195	421,230	503,576	82,346
6949	Other Tuition from Patrons	150	140	140	0
6970	Services Provided Other Funds	14,642	14,225	16,372	2,147
6999	All Other Revenues	0	26,713	21,300	(5,413)
6999	All Other Revenues - Carryover	51,998	104,221	458	(103,763)
	Subtotal	1,177,360	1,249,687	1,252,838	3,151
STATE REVENUES					
7810	State Share Soc Sec & Medicare Taxes	7,613	8,073	8,399	326
7820	State Share Retirement Contributions	35,017	36,790	36,906	116
	Subtotal	42,630	44,863	45,305	442
	TOTAL REVENUES	\$1,219,990	\$1,294,550	\$1,298,143	\$3,593

**Lancaster-Lebanon IU13
General Operating Budget
2023-2024 Instructional Media Services
Budget Summary**

SALARIES & BENEFITS

- Total FTEs = 2.81
 - 0.20 FTE – Leadership Team
 - 0.20 FTE – Senior Leaders
 - 0.90 FTE – Middle Management
 - 1.51 FTE – Non-instructional Support
- Employee Benefits including medical, dental, Social Security, workers' compensation, retirement, disability, and life insurance.

PURCHASED PROFESSIONAL AND TECHNICAL SERVICES

- Professional Education Consultants and Speakers
- Technical Assistance Services
- Interlibrary Delivery Service Fees

PURCHASED PROPERTY SERVICES

- Van Maintenance/Repairs
- Rent

OTHER PURCHASED SERVICES

- Communications
- Printing
- Travel

SUPPLIES

- Catering for Workshop Attendees
- Instructional and Support Materials
- Office and Library Supplies
- Courier Gasoline
- Books and Periodicals including eBooks for Lending Library
- Educational Digital Media and Related Licensing Fees
 - Discovery Education Streaming Plus Media Package and Mystery Science
 - CultureGrams
 - BrainPop Combo
 - Schoology
 - Gale Research Database
 - OverDrive
 - Power Library (Health Sciences)
 - Notable – KAMI
 - Cvent Conference Platform
 - IMS Lending Library
 - AR/VR Mobile Device Kits

EQUIPMENT

- Shared cost of replacement of courier van

DUES & FEES

- Memberships in Professional Organizations or Associations

Lancaster-Lebanon Intermediate Unit 13
General Operating Budget
2023-2024 Instructional Media Services Budget
Estimated District Contributions

<u>District</u>	<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Estimated* 2023-24</u>
Annville-Cleona	\$11,002.75	\$10,821.51	\$11,212.68
Cocalico	24,096.54	24,183.44	24,712.53
Columbia Borough	4,853.28	5,008.71	5,072.46
Conestoga Valley	43,793.91	43,651.03	43,964.57
Cornwall-Lebanon	36,799.45	37,065.79	38,413.96
Donegal	20,216.33	19,943.86	20,284.84
Eastern Lancaster County	37,783.56	36,659.70	37,431.51
Eastern Lebanon County	20,185.52	19,896.35	20,198.20
Elizabethtown Area	27,096.48	26,984.90	27,618.42
Ephrata Area	31,303.08	30,971.87	31,666.23
Hempfield	61,334.05	60,843.73	62,296.12
Lampeter-Strasburg	26,400.24	26,485.14	26,957.73
School District of Lancaster	46,273.44	46,648.27	47,166.38
Lebanon	10,595.61	10,429.01	10,735.87
Manheim Central	31,196.38	30,624.07	31,159.09
Manheim Township	53,951.68	54,711.84	55,598.38
Northern Lebanon	17,529.24	18,647.04	19,292.91
Palmyra Area	24,956.15	24,655.67	25,149.00
Penn Manor	38,792.33	39,017.82	39,578.35
Pequea Valley	19,536.18	20,184.84	19,809.60
Solanco	32,464.60	32,102.05	32,691.36
Warwick	<u>35,674.21</u>	<u>36,298.38</u>	<u>37,285.81</u>
TOTAL	<u>\$655,835.01</u>	<u>\$655,835.02</u>	<u>\$668,296.00</u>

Formula for IMS Contributions:

1. IMS less state allocation and other resources ÷ by total weight factors = VALUE PER WEIGHT factor.
2. Weight factor per district calculated by subtracting the district aid ratio from 1.00 times the district WADM.
3. Weight factor per district times the value (calculated in #1 above) equals the withholding.
4. District share of IMS Budget is withheld from basic subsidy in December.

*The actual amount payable for 2023-24 will be provided by PDE after the entire processing cycle for the 2021-22 membership data has been completed.

Historical IMS District Contributions:

2006-07	\$738,871.00	2015-16	\$639,215.00
2007-08	\$738,871.00	2016-17	\$639,215.00
2008-09	\$738,871.00	2017-18	\$639,215.00
2009-10	\$621,200.00	2018-19	\$639,215.00
2010-11	\$639,215.00	2019-20	\$639,215.00
2011-12	\$639,215.00	2020-21	\$655,835.00
2012-13	\$639,215.00	2021-22	\$655,835.00
2013-14	\$639,215.00	2022-23	\$655,835.00
2014-15	\$639,215.00	2023-24	\$668,296.00

LANCASTER-LEBANON INTERMEDIATE UNIT 13

2023-24 PROGRAMS OF SERVICES

Programs by Strategic Business Unit (SBU)

Anticipated
2023-24 Budgets

SBU 001 - Administrative and Management Services

Program 2325 Bus Driver Training	\$18,950
Program 7205 ACCESS Billing Services	472,033
Program 7401 Collaborative Services	438,339
Program 7402 Tax Collection Bureau	1,699,744
Program 7414 Business Services Initiatives	95,780
Program 7782 Title I-Neglected and Delinquent-Manos House	115,497
Program 8113 Guest Teacher Training	94,646
Program 8116 Human Resources Initiatives	777,398
Program 8120 PASPA Administrative Services	72,101
Program 8588 Statewide System of Support-Safe Schools	32,117
Total SBU 001 - Administrative and Management Services	<u>\$3,816,605</u>

SBU 002 - Community Education

Program 2239 Workforce Investment Program Out of School Youth-Lebanon	\$250,806
Program 2240 Workforce Investment Program In-School Youth-Lebanon	97,788
Program 2241 TANF Grant-Lebanon	159,645
Program 2242 TANF Grant-Lebanon	62,689
Program 5600 Lancaster County Prison	63,721
Program 5603 Lebanon County Prison	32,300
Program 5608 Lancaster-Lebanon Adult Education Local Program	594,281
Program 5610 Lancaster-Lebanon Foundation Pass-thru Funds	5,000
Program 5620 Lancaster-Lebanon Adult Basic Education	1,000,440
Program 5623 Integrated English and Literacy Civics Education	837,863
Program 5625 Family Literacy Expansion	239,040
Program 5626 Tutoring Program for Adults	156,060
Program 5627 Adult Education/Literacy	492,114
Program 5632 Lancaster & Lebanon HiSet Test Administration	1,116
Program 5659 School District of Lancaster Cultural Navigation Services	167,527
Program 5678 Cultural Navigation at Fulton Elementary	58,055
Program 5684 English Language Learner (ELL) Navigation at Manheim Township SD	21,120
Program 5693 Good Job Happy Family Grant	72,515
Program 5697 United Way Community Investment	73,908
Total SBU 002 - Community Education	<u>\$4,385,988</u>

SBU 004 - Teaching and Learning Collaborative

Program 1111 Core Program of Services-Curriculum and Instruction	\$741,583
Program 5105 Instructional Media Services	1,298,143
Program 5422 Standards Based Instruction (SBI)-STEM Education-State	51,488
Program 5424 Additional Targeted School Improvement (TSI)-Federal	65,746
Program 5427 Standards Based Instruction (SBI)-STEM Education-Federal	19,328
Program 5432 Accelerated Learning Support	4,816
Program 5433 Accelerated Learning Support for School Districts	6,180
Program 5440 Comprehensive Support and Improvement to Lancaster Schools	275,707
Program 5520 Instructional Services Initiatives-Research and Development	18,786
Program 5521 Instructional Technology	161,295
Program 5529 Lancaster-Lebanon Virtual Solutions (LLVS)	4,955,082
Program 5536 Curriculum and Instruction Marketplace	323,143
Program 5545 Language Instruction for English Learners	200,499

Program 5569 Teaching and Learning Collaborative (TLC) Initiatives	152,912
Program 5572 Pennsylvania Inspired Leadership Initiative	145,083
Program 5599 Expanding Capacity for Environmental Literacy	121,841
Total SBU 004 - Teaching and Learning Collaborative	<u>\$8,541,632</u>

SBU 005 - Early Learners

Program 5820 Pennsylvania Pre-K Counts	\$4,795,092
Program 5822 Local Early Childhood	71,825
Program 5830 Education Leading to Employment and Career Training (ELECT)	319,592
Program 5882 Lebanon County Head Start	2,041,312
Program 5884 Head Start Supplemental Assistance Program	2,509,082
Program 5887 Child and Adult Care Food Program	298,874
Program 5892 Early Head Start-Home Visitors	892,993
Program 5894 Early Head Start-Child Care Partnerships	1,437,886
Program 5898 Community Action Program-Early Head Start-Home Visitors	772,311
Program 6250 Individuals with Disabilities Education Act, Section 611 Preschool	2,284,544
Program 6255 State Early Intervention	19,225,871
Program 6256 Individuals with Disabilities Education Act, Section 619 Preschool	438,560
Program 6257 Early Intervention ACCESS	4,023,500
Total SBU 005 - Early Learners	<u>\$39,111,442</u>

SBU 007 - Student Services

Program 5170 Career and Technology Center English as a Second Language Consultation	\$336,802
Program 5172 Title I-Nonpublic	476,159
Program 5175 Act 89 Nonpublic Auxiliary Services	9,385,036
Program 5180 Title IIA Local Fiscal Agent	140,000
Program 5517 Student Activities and Events	180,695
Program 5531 Organ Tissue Donation Awareness	182,713
Total SBU 007 - Student Services	<u>\$10,701,405</u>

SBU 011 - Special Education Classroom Services

Programs 2001-2057 Special Education Classroom Consortium Programs	\$36,074,779
Program 2032 Special Education Value-added Services	106,286
Program 2201 Special Education CORE	3,616,975
Program 2209 Lebanon County Prison Supplemental Contract	149,295
Program 2253 Individuals with Disabilities Education Act-ESY Component	3,545,897
Program 2300 Partial Hospitalization Program	709,041
Program 2400 Lancaster Behavioral Health Program	162,619
Program 2800 Student Activity-Mini-Businesses	20,000
Program 2900 Student Activity-Fundraisers	5,000
Program 2945 Student Work Experience	250,000
Total SBU 011 - Special Education Classroom Services	<u>\$44,639,892</u>

SBU 012 - Itinerant Solutions

Programs 2004-2024 Itinerant Solutions Consortium Programs	\$10,686,988
Program 2006 School Age Speech Language	2,789,954
Program 2022 Occupational and Physical Therapy	2,741,397
Program 2150 ECSES Initiatives	308,277
Program 2206 Pupil Transportation	1,240,097
Program 2215 Supplemental Contracts	7,675,359
Program 2232 Internal Solutions Fund Balance	93,991

	Anticipated 2023-24 Budgets
Program 2246 Fee for Service Office of Vocational Rehabilitation-Lancaster County	75,532
Program 2280 Staff Development and Training	22,965
Total SBU 012 - Itinerant Solutions	<u>\$25,634,560</u>
SBU 014 - Pass-thru Funds Administration Services	
Program 2251 Individuals with Disabilities Education Act-Training and Consultation	1,915,358
Program 2252 IDEA-School Age Supplementary Aides & Services Component	15,176,626
Program 7204 School-Based ACCESS Project	1,600,000
Total SBU 014 - Pass-thru Funds Administration Services	<u>\$18,691,984</u>
SBU 015 - Statewide Initiatives	
Program 9708 Corrections Education-IDEA Appropriation	\$620,816
Program 9734 PaTTAN Programs III	92,971
Program 9738 Corrections Education-State Appropriation 114	148,199
Program 9740 Cordero Cluster Fund Contract	563,000
Programs 9745/9748 PaTTAN/Bureau of Special Education Initiatives	23,018,105
Program 9753 PaTTAN Assistive Technology Program	350,000
Program 9761 Governor's STEM Competition	205,954
Program 9774 PaTTAN Early Intervention/Preschool Program	20,656
Program 9775 Deaf Blind Support	56,669
Program 9790 Higher Ed Working Group and PAsmart	2,492,412
Program 9791 Department of Corrections-State Appropriation 102	120,149
Program 9793 Alternative Education for Disruptive Youth (AEDY)	539,236
Program 9794 PaTTAN Programs V	346,285
Subtotal PaTTAN	<u>\$28,574,452</u>
Program 9551 PDE Comprehensive Support and Improvement (CSI) School Improvement	\$1,165,790
Program 9751 Pennsylvania Value Added Assessment System	2,419,592
Subtotal Statewide Projects	<u>\$3,585,382</u>
Total SBU 015 - Statewide Initiatives	<u>\$32,159,834</u>
SBU 016 - Regional Technology Solutions	
Program 2585 Title II-Data Governance Grant	\$10,099
Program 4510 Statewide Software	14,691,798
Program 4515 Technology Initiatives	685,636
Program 4516 Technology Solutions-Fund Balance	6,900
Program 4585 Wide Area Network Consortium	4,135,185
Total SBU 016 - Regional Technology Solutions	<u>\$19,529,618</u>
Subtotal Strategic Business Unit Budgets	<u>\$207,212,960</u>

Notes:

Anticipated budgets are based on information available on February 1, 2023.

New programs may be added throughout the 2023-24 fiscal year and will be presented to the IU13 Board at their regularly scheduled monthly meeting and approved as part of the Treasurer's Report.

Lancaster-Lebanon IU13 General Operating Budget Highlights 2023-2024

Based on Public School Code of 1949¹ and IU13 Board Policy, the Lancaster-Lebanon IU13 General Operating Budget is presented to our local school district boards for approval. This budget represents 1.6% of IU13 total expenditures and is comprised of two components:

- 1. General Operating Budget – Core Program of Services:** Increase of 3.92%.
 - This component provides IU13 with resources for organizational leadership, board and community relations, curriculum and instructional services, school improvement services, professional development, administrative services, and legislative support.
 - There is no assessment to the local school districts (no membership fee) for IU13 Core Program of Services.

- 2. General Operating Budget - Instructional Media Services (IMS):** Increase of 0.28%.
 - This budget is largely funded by district contributions as outlined under School Code.
 - District Contributions increase by 1.90%. This small increase is needed to backfill for carryover funds exhausted in current year.
 - This component provides instructional media for educators' use in schools, courier services among schools (includes a portion of a new vehicle), and consultation and training services for school district personnel.
 - Based on meetings with member districts, the IMS will continue with the current resources/services for 2020-2025 with the following additions:
 - BrainPop Combo (k-8)
 - Discovery Education Experience (k-12)
 - Gale Research Databases (9-12)
 - AR/VR Mobile Device Kits (k-12) – *Brand new Apple Devices included*
 - SORA (k-12)
 - ProQuest CultureGrams (k-12)
 - STARLAB Portable Planetariums (k-12)
 - Sketchup Pro 3D design software subscriptions
 - 8 Telepresence Robotic Systems – *now enabling hospitalized and home-bound students to attend school!*
 - IMS Lending Library
 - STEM and Robotics equipment
 - Esports equipment – *Nintendo Switches with preloaded games and laptops*

¹Under the Public School Code of 1949, the Intermediate Unit Board of Directors has the power and duty to provide the following services: (i) curriculum development and instructional improvement services; (ii) educational planning services; (iii) instructional materials services; (iv) continuing professional education services; (v) pupil personnel services; (vi) State and Federal agency liaison services; and (vii) management services.

Lancaster-Lebanon IU13
General Operating Budget
2023-2024 Core Program of Services
Summary of Major Changes

Overall budget increase is \$77,541 or approximately 3.92%.

100s: PERSONNEL SERVICES – SALARIES increased by \$55,571 or approximately 5.50%.

- Executive Director, Assistant Executive Director, and Assistant to the Executive Director positions follow the board-approved contracts.
- Leadership Team, Act 93, and Confidential staff salary increases have been estimated and will follow approved Benefit and Compensation Agreements.
- Support staff salary increases have been estimated and will follow the effective Collective Bargaining Agreement as negotiated.
- The increase includes minimal changes in FTEs/positions.

200s: PERSONNEL SERVICES – EMPLOYEE BENEFITS increased by \$685 or 0.11%.

- For fiscal year 2023-24, IU13 will continue to use a composite rate method for the allocation of medical, dental, and other benefit costs across IU13 programs. The composite rate will be charged to each FTE at the rates outlined below:
 - Medical benefits – \$14,400 per year (no change from the 2022-23 rate)
 - Medical stabilization – \$1,440 offset was applied against the medical benefits composite rate through the use of Internal Service Fund reserves (nets a 10% decrease from the 2022-23 medical benefits rate; no offsetting credit was applied in 2022-23)
 - Dental benefits - \$672 per year (no change from the 2022-23 rate)
 - Life insurance - \$76.56 per year (no change from the 2022-23 rate)
 - Income protection - \$222 per year (no change from the 2022-23 rate)
 - Workers' compensation - .70% of wages (no change from the 2022-23 rate)
 - Retirement contributions – 34% of eligible wages (a decrease of 3.57% under the 2022-23 PSERS rate of 35.26%)

400s: PURCHASED PROPERTY SERVICES increased by \$16,538 or approximately 8.47%.

- A 5% escalation was applied to 2022-23 gross lease rates.
- Remaining increase represents an increase in the square feet of office space allocated to the budget.

Lancaster-Lebanon IU13
General Operating Budget
2023-2024 Instructional Media Services
Summary of Major Changes

Overall budget increase is \$3,593 or approximately 0.28%

100s: PERSONNEL SERVICES – SALARIES increased by \$8,557 or approximately 4.05%.

- Leadership Team, Act 93, and Confidential staff salary increases have been estimated and will follow approved Benefit and Compensation Agreements.
- Support staff salary increases have been estimated and will follow the effective Collective Bargaining Agreement as negotiated.
- Other changes affecting salary costs include:
 - Addition of .10 FTE Instructional Technology Specialist.
 - Decrease of .05 FTE Technology Director and Administrative Assistant by reallocation to other programs.

200s: PERSONNEL SERVICES – EMPLOYEE BENEFITS decreased by \$3,452 or 2.51%.

- For fiscal year 2023-24, IU13 will continue to use a composite rate method for the allocation of medical, dental, and other benefit costs across IU13 programs. The composite rate will be charged to each FTE at the rates outlined below:
 - Medical benefits – \$14,400 per year (no change from the 2022-23 rate)
 - Medical stabilization – \$1,440 offset was applied against the medical benefits composite rate through the use of Internal Service Fund reserves (nets a 10% decrease from the 2022-23 medical benefits rate; no offsetting credit was applied in 2022-23)
 - Dental benefits - \$672 per year (no change from the 2022-23 rate)
 - Life insurance - \$76.56 per year (no change from the 2022-23 rate)
 - Income protection - \$222 per year (no change from the 2022-23 rate)
 - Workers' compensation - .70% of wages (no change from the 2022-23 rate)
 - Retirement contributions – 34% of eligible wages (a decrease of 3.57% under the 2022-23 PSERS rate of 35.26%)

400s: PURCHASED PROPERTY SERVICES decreased by \$11,185 or approximately 37.40%.

- All Starlab kits and cylinders were repaired in prior years.

600s: SUPPLIES increased by \$20,332 or approximately 2.55%.

- This represents annual increases in software subscriptions.

RESOLUTION

INTERMEDIATE UNIT BUDGET

At a meeting on _____, 2023, by a vote of
_____ to _____ with _____ abstaining and _____ absent,
as recorded in the minutes, the members of the Board of Directors of
_____ School District, a member of
Lancaster-Lebanon Intermediate Unit 13,
approved ☐ or disapproved ☐ the budget of the
Intermediate Unit for the fiscal year July 1, 2023 to June 30, 2024

President

Attest:

Secretary

INSTRUCTIONS: Each school district will file one copy of this form with the Intermediate Unit office, and it shall be made part of the Intermediate Unit budget file to confirm compliance with Section 914-A (6) (i) Act 102 of 1970.



March 27, 2023

Ms. Melissa Herr
President, Board of School Directors
Mr. Keith Stoltzfus
Business Manager
Lampeter-Strasburg School District
1600 Book Road
Lampeter, Pennsylvania 17537

Dear Ms. Herr and Mr. Stoltzfus:

We are pleased to confirm our understanding of the services we are to provide for Lampeter-Strasburg School District for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the Lampeter-Strasburg School District as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America ("**GAAP**") provide for certain required supplementary information ("**RSI**"), such as management's discussion and analysis ("**MD&A**"), to supplement Lampeter-Strasburg School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Lampeter-Strasburg School District's RSI in accordance with auditing standards generally accepted in the United States of America ("**GAAS**"). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule – General Fund
3. Schedules of the District's Proportionate Share of the Net Pension Liability and Pension Plan Contributions – PSERS
4. Schedule of Changes in OPEB Liability – Single Employer Plan
5. Schedules of the District's Proportionate Share of the Net OPEB Liability and OPEB Plan Contributions – PSERS

BBD, LLP

Certified Public Accountants

Accounting | Audit | Tax | Business Advisory

1835 Market Street, 3rd Floor | Philadelphia, PA 19103 | T: 215 / 567 - 7770 | F: 215 / 567 - 6081 | bbdcpa.com

We have also been engaged to report on supplementary information other than RSI that accompanies Lampeter-Strasburg School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Schedule of Expenditures of Federal Awards

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations ("CFR")* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance")*.

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to Lampeter-Strasburg School District or to acts by management or employees acting on behalf of Lampeter-Strasburg School District. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Lampeter-Strasburg School District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the Lampeter-Strasburg School District and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Lampeter-Strasburg School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Lampeter-Strasburg School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Lampeter-Strasburg School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Lampeter-Strasburg School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that Lampeter-Strasburg School District programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the Lampeter-Strasburg School District from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Lampeter-Strasburg School District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Lampeter-Strasburg School District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Lampeter-Strasburg School District complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Lampeter-Strasburg School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Ms. Melissa Herr
Mr. Keith Stoltzfus
March 27, 2023
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The audit documentation for this engagement is the property of BBD, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a third party agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you any such request. If requested, access to such audit documentation will be provided under the supervision of BBD, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by a third party agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Michael P. Mood is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services, including expenses, will not exceed \$23,000. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account become overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Directors of Lampeter-Strasburg School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

By signing this letter you agree to allow BBD, LLP to inform other parties that Lampeter-Strasburg School District is a client of the firm.

Ms. Melissa Herr
Mr. Keith Stoltzfus
March 27, 2023
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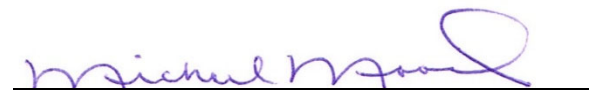
Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our peer review report which covers the period through August 31, 2019 dated February 19, 2020 accompanies this letter.

In the interest of facilitating our services to Lampeter-Strasburg School District, we may communicate by facsimile transmission or send electronic mail over the Internet. Such communications may include information that is confidential to Lampeter-Strasburg School District. Our firm employs measures in the use of facsimile machines and computer technology designed to maintain data security. While we use our best efforts to keep such communications secure in accordance with our obligations under applicable laws and professional standards, you recognize and accept that we have no control over the unauthorized interception of these communications once they have been sent and consent to our use of these electronic devices during this engagement.

We appreciate the opportunity to be of service to Lampeter-Strasburg School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

BBD, LLP



Michael P. Mood, Principal

This letter correctly sets forth the understanding of Lampeter-Strasburg School District.

Date

Melissa Herr
President, Board of School Directors

Date

Keith Stoltzfus
Business Manager

Curriculum Map: Advanced Placement Economics

Course: AP Economics Sub-topic: Economics

Grade(s): None specified

Course

Description: In AP Microeconomics will study the principles of economics that apply to the behavior of individuals within an economic system. Students will use graphs, charts, and data to analyze, describe, and explain economic concepts. Skills that students will learn in AP Microeconomics include defining economic principles and models, explaining given economic outcomes, determining outcomes of specific economic situations, and modeling economic situations using graphs or visual representations. Units of study will include basic economic concepts, supply and demand, production, cost, and the Perfect Competition Model, imperfect competition, factor markets, and market failure and the role of government. There will be an emphasis on college-level reading and writing in this course. All tests in the class will be modeled after the AP exam and will include college-level multiple choice questions as well as short and long essay questions.

Course

**Textbooks,
Workbooks,
Materials
Citations:**

Krugman's Economics for the AP Course, 4th Ed. - Anderson, Ray

Course Notes:

College Board Syllabus - to be submitted for review by the College Board - will be updated only as required by the College Board for approval.

[AP Microeconomics at Lampeter-Strasburg High School](#)

Unit: Unit 1: Basic Economic Concepts

Unit

Description: To understand economics, students need to understand that because most resources are scarce, individuals and societies must make choices. When making rational choices, people do so "on the margin," taking into account the additional costs and benefits of their decisions. The foundational economic ideas addressed in this unit form the basis for more advanced analysis of consumer and producer behavior that will be developed throughout the course.

Unit Essential

Questions: Scarcity and Markets

- How do individuals and economies confront the problem of scarcity?

Costs, Benefits, and Marginal Analysis

- Why do all decisions have costs?
- Why do people consider the additional costs and benefits of possible actions rather than just the total costs and benefits when making decisions?

Unit Big Ideas:

1. Scarcity and Markets
2. Costs, Benefits, and Marginal Analysis

Unit

Assignments: Unit Test with College Board MCQs and FRQs.

Unit Key

**Terminology &
Definitions :**

MKT 1.1 Scarcity 1

MKT 1.2 Resource Allocation 1 and Economic Systems

MKT 1.3 Production Possibilities Curve 4

MKT 1.4 Comparative Advantage 1 and Trade

CBA 1.5 Cost-Benefit Analysis 1

CBA 1.6 Marginal Analysis 2 and Consumer Choice

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

- 6.1.U.A (Advanced) Analyze how choices are made because of scarcity.
- 6.1.U.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.1.W.A (Advanced) Analyze how choices are made because of scarcity.
- 6.1.W.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.1.C.B (Advanced) Evaluate the economic reasoning behind a choice.
- 6.1.C.C (Advanced) Explain the opportunity cost associated with government policies.
- 6.2.U.A (Advanced) Analyze the flow of goods and services in the national economy.
- 6.2.U.D (Advanced) Explain how the laws of supply and demand impacted individuals and groups behavior over time.

&nbsp;

Topic:**Unit: Unit 2: Supply and Demand****Unit**

Description: This unit will provide the basis for understanding how markets work by introducing the supply and demand model. Students will build on the concepts of scarcity and choice that were introduced in the first unit and explore the factors that influence consumer and producer behavior. They will learn how the interaction of consumers and producers in competitive markets determines market prices and results in the most efficient allocation of scarce resources. At the end of the unit, students will also begin exploring the effects of government policy on market outcomes, laying the groundwork for additional analysis in the last unit of the course.

Unit Essential

Questions: Supply and Demand

- What determines the market price for a good or service?
- What causes market prices to change?

Market Inefficiency and Public Policy

- How does government policy affect market outcomes?

Unit Big Ideas:

- Scarcity and Markets
- Market Inefficiency and Public Policy POL

Unit

Assignments: Unit Test with College Board MCQs and FRQs.

Unit Key**Terminology & Definitions :**

- 2.1 Demand
- 2.2 Supply
- 2.3 Price Elasticity of Demand
- 2.4 Price Elasticity of Supply
- 2.5 Other Elasticities
- 2.6 Market Equilibrium and Consumer and Producer Surplus
- 2.7 Market Disequilibrium and Changes in Equilibrium
- 2.8 The Effects of Government Intervention in Markets
- 2.9 International Trade and Public Policy

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

- 6.1.U.A (Advanced) Analyze how choices are made because of scarcity.
- 6.1.U.B (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the control of limited resources in the United States.
- 6.1.U.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.1.W.A (Advanced) Analyze how choices are made because of scarcity.
- 6.1.W.B (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the control of limited resources in the world.
- 6.1.W.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.1.C.A (Advanced) Predict the long-term consequences of decisions made because of scarcity.

6.1.C.B (Advanced)	Evaluate the economic reasoning behind a choice.	
6.1.C.C (Advanced)	Explain the opportunity cost associated with government policies.	
6.2.U.A (Advanced)	Analyze the flow of goods and services in the national economy.	
6.2.U.D (Advanced)	Explain how the laws of supply and demand impacted individuals and groups behavior over time.	
6.2.W.A (Advanced)	Evaluate the flow of goods and services in an international economy.	
6.2.W.D (Advanced)	Explain how the laws of supply and demand impacted individuals and groups behavior over time.	
6.2.W.G (Advanced)	Compare and contrast various economic systems.	
6.2.C.A (Advanced)	Analyze the flow of goods and services in the national economy.	
6.3.W.B (Advanced)	Analyze how conflict and cooperation among groups and organizations have influenced the history and development of the world.	
	• Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)	
6.3.W.D (Advanced)	Analyze how conflict and cooperation among groups and organizations have influenced the history and development of the world.	
	• Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)	
6.3.C.A (Advanced)	Evaluate the costs and benefits of government decisions to provide public goods and services.	
6.3.C.B (Advanced)	Assess the government's role in regulating and stabilizing the state and national economy.	
6.3.C.D (Advanced)	Explain why governments limit or promote international trade.	
6.4.U.A (Advanced)	Explain how specialization contributes to economic interdependence on a national and international level.	
6.4.U.D (Advanced)	Explain how the level of development of transportation, communication networks, and technology affect economic interdependence.	
		

Topic:

Unit: Unit 3: Production, Cost, and the Perfect Competition Model

Unit Description: Unit 3 focuses on firm behavior and culminates with an introduction to the perfect competition model, which will form a basis of comparison for other market structures in the next unit. This unit builds on the idea of supply, which was introduced in the previous unit, and explores in more detail what drives the decisions that firms make. Thinking like a firm may be challenging for students, who are more used to acting as consumers in their everyday lives. Drawing connections to students' own experiences and carrying out classroom simulations can help bring these concepts to life. Reminding students of the ways in which the behavior of firms is consistent with the ideas of cost-benefit analysis and marginal decision-making addressed in the first unit of the course may also be helpful in elucidating these concepts.

Unit Essential Questions: Costs, Benefits, and Marginal Analysis CBA

- How do businesses use marginal analysis to make decisions?

Production Choices and Behavior PRD

- What drives producers' decision making?
- How can a market be perfectly competitive?

Unit Big Ideas:

- Costs, Benefits, and Marginal Analysis CBA
- Production Choices and Behavior PRD

Unit Assignments: Unit Test with College Board MCQs and FRQs.

Unit Key Terminology & Definitions : 3.1 The Production Function
3.2 Short-Run Production Costs
3.3 Long-Run Production Costs
3.4 Types of Profit

- 3.5 Profit Maximization
- 3.6 Firms' Short-Run Decisions to Produce and Long-Run Decisions to Enter or Exit a Market
- 3.7 Perfect Competition

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

- 6.1.U.B (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the control of limited resources in the United States.
- 6.1.W.B (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the control of limited resources in the world.
- 6.1.C.A (Advanced) Predict the long-term consequences of decisions made because of scarcity.
- 6.1.C.B (Advanced) Evaluate the economic reasoning behind a choice.
- 6.2.U.D (Advanced) Explain how the laws of supply and demand impacted individuals and groups behavior over time.
- 6.2.U.E (Advanced) Analyze the impact of the business cycle on individual and group behavior over time. Analyze the characteristics of economic expansion, recession, and depression.
- 6.2.U.F (Advanced) Analyze the impact of private economic institutions on individuals and groups over time.
- 6.2.W.F (Advanced) Analyze the impact of private economic institutions on individuals and groups over time. (Standards 8.4.9.C.)
- 6.3.U.B (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the growth and development of the U.S.
- Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)
- 6.3.U.D (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the growth and development of the US.
- Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)
- 6.5.U.F (Advanced) Examine leading entrepreneurs in the United States in terms of the risks they took and the rewards they received.

This Curriculum Map Unit has no Topics to display

Unit: Unit 4: Imperfect Competition

Unit

Description: In the real world, firms rarely operate in perfectly competitive markets. In this unit, students will encounter the ways in which imperfectly competitive markets depart from the model of perfect competition introduced in Unit 3. Students will continue to build on their understanding of what it means for a market to be efficient or inefficient as they consider the welfare implications of imperfect markets. In the context of learning about oligopoly behavior, students will be introduced to the field of game theory as an approach to studying strategic decision making.

Unit Essential

Questions: Production Choices and Behavior PRD

- What drives producers' decision making?
- How are imperfectly competitive markets inefficient?

Unit Big Ideas:

- Production Choices and Behavior PRD

Unit

Assignments: Unit Test with College Board MCQs and FRQs.

Unit Key

Terminology & Definitions : 4.1 Introduction to Imperfectly Competitive Markets
4.2 Monopoly
4.3 Price Discrimination
4.4 Monopolistic Competition
4.5 Oligopoly and Game Theory

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

- 6.1.U.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.2.U.C (Advanced) Evaluate the impact of advertising and media on individual and group behavior throughout United States history.
- 6.2.U.F (Advanced) Analyze the impact of private economic institutions on individuals and groups over time.
- 6.2.W.C (Advanced) Evaluate the impact of advertising and media on individual and group behavior throughout world history.
- 6.2.W.E (Advanced) Analyze the impact of the business cycle on individual and group behavior over time. Analyze the characteristics of economic expansion, recession, and depression.
- 6.2.C.C (Advanced) Analyze how media affects economic decisions.
- 6.3.U.D (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the growth and development of the US.
- Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)
- 6.4.C.C (Advanced) Evaluate the impact of multinational corporations and other non-government organizations.
- 6.5.U.F (Advanced) Examine leading entrepreneurs in the United States in terms of the risks they took and the rewards they received.

&nbsp;

This Curriculum Map Unit has no Topics to display

Unit: Unit 5: Fact Markets**Unit**

Description: By this point in the course, students are familiar with how product markets operate and what drives firm decision making. In this unit, students will apply many of the concepts they learned previously but now in the context of factor markets. Like with product markets, the laws of supply and demand apply to factor markets with an upward-sloping supply curve and a downward-sloping demand curve. In factor markets, firms hire additional resources up to the point at which the resource's marginal revenue product is equal to its marginal resource cost. This decision is another application of the idea first introduced in Unit 1 of making an optimal choice by equating marginal benefit with marginal cost and firms' decisions to maximize profits where marginal revenue equals marginal cost.

Unit Essential

Questions: Production Choices and Behavior PRD

- How are prices for resources determined?
- How do firms use resource prices to make decisions?

Unit Big Ideas: Production Choices and Behavior

Unit

Assignments: Unit tests with College Board MCQs and FRQs

Unit Key

Terminology & Definitions : PRD 5.1 Introduction to Factor Markets 1

PRD 5.2 Changes in Factor Demand 3 and Factor Supply

PRD 5.3 Profit-Maximizing Behavior in Perfectly Competitive Factor Markets 2

PRD 5.4 Monopsonistic Markets

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

- 6.1.U.C (Advanced) Analyze the opportunity cost of decisions made by individuals, businesses, communities, and nations.
- 6.1.C.B (Advanced) Evaluate the economic reasoning behind a choice.
- 6.2.U.D (Advanced) Explain how the laws of supply and demand impacted individuals and groups behavior over time.
- 6.2.U.E (Advanced) Analyze the impact of the business cycle on individual and group behavior over time. Analyze the characteristics of economic expansion, recession, and depression.

6.2.W.E (Advanced) Analyze the impact of the business cycle on individual and group behavior over time. Analyze the characteristics of economic expansion, recession, and depression.

This Curriculum Map Unit has no Topics to display

Unit: Unit 6: Market Failure and the Role of Government

Unit Description: This unit prepares students to understand the theoretical arguments for and against government intervention in markets and therefore has important public policy applications. Students will examine the conditions under which markets may fail and the effectiveness of government policies that are designed to correct market failures. In exploring the idea of market failures and government interventions to correct them, students will build on their understanding of efficiency and what it means for a firm to produce the socially optimal quantity or not. Students will also learn about how inequality is measured and the sources of income and wealth inequality.

Unit Essential Questions: Market Inefficiency and Public Policy POL

- How do markets fail?
- What role should the government play in the market?

Unit Big Ideas:

- Market Inefficiency and Public Policy POL

Unit Assignments: Unit Test with College Board MCQs and FRQs.

Unit Key Terminology & Definitions : 6.1 Socially Efficient and Inefficient Market Outcomes
6.2 Externalities
6.3 Public and Private Goods
6.4 The Effects of Government Intervention in Different Market Structures
6.5 Inequality

STANDARDS: STANDARDS

STATE: Pennsylvania SAS Academic Standards (2009-2013)

6.2.U.E (Advanced) Analyze the impact of the business cycle on individual and group behavior over time. Analyze the characteristics of economic expansion, recession, and depression.

6.2.U.F (Advanced) Analyze the impact of private economic institutions on individuals and groups over time.

6.2.W.D (Advanced) Explain how the laws of supply and demand impacted individuals and groups behavior over time.

6.3.U.D (Advanced) Analyze how conflict and cooperation among groups and organizations have impacted the growth and development of the US.

• Ethnicity and Race • Working conditions • Immigration • Military conflict • Economic Stability (Reference History Standards 8.3.9.D.)

6.3.C.A (Advanced) Evaluate the costs and benefits of government decisions to provide public goods and services.

6.3.C.B (Advanced) Assess the government's role in regulating and stabilizing the state and national economy.

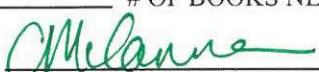

6.3.C.C (Advanced) Evaluate the social, political, and economic costs/benefits of potential changes to taxation policies.

6.4.C.C (Advanced) Evaluate the impact of multinational corporations and other non-government organizations.

This Curriculum Map Unit has no Topics to display

LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter, Pennsylvania 17537

CRITERIA FOR TEXTBOOK SELECTION

DATE: December 1, 2022 PRINCIPAL: Dr. Benjamin Feeney
TEACHER: Mr. Joshua Riehl CHAIRMAN: Mrs. Christy McCanna
GRADE & DEPARTMENT: Grades 11/12 - Social Studies SUBJECT: Advanced Placement Economics
BOOK: Krugman's Economics for the AP Course COMPANY: BFW Publishers
COPYRIGHT DATE: 2023 # OF BOOKS NEEDED: 20-28 COST/BOOK: \$172-\$211 (see attached)
Chairperson Signature:  Principal Signature: 

FORMAT

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

CONTENT

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

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

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

Bedford, Freeman, & Worth Publishers are known for their work with AP courses. These textbooks are designed to be written at a college level and are completely aligned with their corresponding AP courses. This textbook is the newest edition, copies were just sent to schools for a 2023 preview. In speaking with the textbook representative, we learned that they work closely with the College Board to ensure full integration between their textbooks and the tested AP curriculum. This is from the textbook's website:

Written specifically for AP® students and teachers by AP® Econ experts Margaret Ray and David Anderson, *Krugman's Economics for the AP® Course*, 4th Edition provides all the support you need to reach the summit and to succeed on the exams. Meticulously revised to mirror the Course Framework, this textbook features 6 Macroeconomics units and 6 Microeconomics units, each organized to cover the topics in the same scope and sequence as the revised AP® Economics CED. AP® skills are reinforced throughout and are further amplified in the Teacher's Edition and extensive resource program.



We have some options with this textbook - we can buy the hardcopy, there is a 6-year e-book with supplemental materials, and there is a combination price with the textbook and the e-book materials. We should be comped the teacher materials with the purchase of at least 20 student books.

PRODUCTS	Format	Price
"Krugman's Economics for the AP® Course"	Print text	172.42
"SaplingPlus for Krugman's Economics for the AP® Course (Six-Use Online)"	Digital (ebook + resources / homework)--6 years	184.42
"Krugman's Economics for the AP® Course & SaplingPlus for Krugman's Economics for the AP® Course (Six-Use Online)"	Package of: Print text + Digital (ebook + resources / homework)--6 years	211.42

LAMPETER-STRASBURG SCHOOL DISTRICT
Lancaster, Pennsylvania 17602

CRITERIA FOR TEXTBOOK SELECTION

DATE: 2/27/2023 PRINCIPAL: Mrs. Alicia Kowitz
TEACHER: English Language Arts Department CHAIRMAN: Mrs. Paula Long
GRADE & DEPARTMENT: 6, 7, and 8 ELA SUBJECT: English Language Arts
BOOK: StudySync, grades 6, 7, and 8 COMPANY: McGraw Hill
COPYRIGHT DATE: 2021 # OF BOOKS NEEDED: 170 S. + 10 T. Online/Bk: TE\$336.24/SE \$136.50

Chairperson Signature:  Principal Signature: 

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

CONTENT

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

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

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

The Martin Meylin English Language Arts department spent the last nine months reviewing various ELA textbooks to replace the material currently used in our classrooms. After careful review and consideration, we present StudySync by McGraw Hill Publishers for board approval beginning the 2023-2024 school year. This resource provides students with a myriad of resources and learning opportunities to demonstrate mastery of the PA Common Core Standards for English Language Arts.

There are six core units at each grade level which include a variety of genres and text structures. The first four units of instruction include all of the PA Common Core Standards, providing teachers with flexibility for spiraling review in units five and six or further exploration in the form of a novel study. The online platform displays a direct correlation between lesson activities and the PA Standards while the online grade book has the capability to show student progress on the standards and present suggestions for targeted remediation. The StudySync reading and writing routines provide students with ample opportunities to read, analyze, and respond to complex texts throughout the units. These texts represent a variety of genres to engage and challenge the students with increasing rigor. Within the units, students employ the close reading techniques of First Read, Skill lesson, and Close Read application lesson to master the standards. Each unit also includes embedded writing and grammar lessons offering students

multiple opportunities to hone these skills. To assist the diverse learners in our classrooms, StudySync provides multiple scaffolds for four different levels of English Language Learners as well as multiple supports for approaching-level readers. To prepare students for advanced courses, StudySync extends learning for beyond-level learners as well. In addition to instructional materials, StudySync incorporates a variety of assessment opportunities including a screening and diagnostic assessment, benchmark assessments, as well as formative and summative assessments within the units. The online platform is dynamic and enables students to read and listen to texts online, annotate the text, access support scaffolds, complete assignments, and collaborate with classmates. Students may access a hard copy of the textbook in their ELA classrooms. This new textbook will not replace our current curriculum but instead will permit teachers to support the curriculum through direct alignment with the standards and ample opportunities for differentiation to target student needs.

As part of the textbook adoption, the following supplemental novels were recommended, at each grade level, to support the instructional program:

- 6th: Hoot by Carl Hiaasen
- 7th: Flesh and Blood So Cheap: The Triangle Fire and Its Legacy by Albert Marrin
- 8th: Refugee by Alan Gatz



Proposal for Teaching and Learning Services Instructional Technology

Prepared for
Dr. Andy Godfrey

Prepared by
Ken Zimmerman
Lancaster-Lebanon Intermediate 13

1020 New Holland Avenue
Lancaster, PA 17601

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

Submitted on
February 3, 2023

Lancaster-Lebanon Intermediate Unit 13 is pleased to present Lampeter-Strasburg SD with this proposal for Instructional Technology services. We understand the desire for Station Rotation (Hybrid) support and recognize the opportunity to provide our Instructional Technology specialists as a solution. We are pleased to have another opportunity to continue to offer this service to Lampeter-Strasburg School District based upon the breadth and depth of instructional technology expertise within the Instructional Services department at IU13.

Having discussed your district needs, please review the following proposal for Station Rotation (Hybrid) support. Our goal is to provide Lampeter-Strasburg educators a thorough understanding of the station rotation model and its connection to personalized learning and student engagement. This proposal is for the 2023-2024 school year for a total cost of up to \$23,750.00.

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

Sincerely,



Ken Zimmerman
Associate Program Director of Educational Tech & Innovation
Lancaster-Lebanon Intermediate Unit 13

STATEMENT OF WORK

Contractor: Lancaster-Lebanon IU13 1020 New Holland Pike Lancaster, PA 17601	Customer: Lampeter-Strasburg SD 1600 Book Road Lancaster, PA 17602
Supervisor: Ken Zimmerman	
Contact: Danielle Adams Phone: 717-947-1742 Email: danielle_adams@iu13.org	Contact: Dr. Andy Godfrey Phone: 717-464-4699 Email: andrew_godfrey@l-spioneers.org

Project Start: 2023-2024 School Year

Project Completion: Completion of 2023-2024 School Year

Duration of Services: Up to 25 Total Days

Description of Work:

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

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

- Assistance in the development and implementation of instructional strategies, curriculum and instruction to support station rotation (hybrid) learning.
- Provision of up to 4 days of professional learning in small group instruction on station rotation and personalized learning either at the IU13 Conference & Training Center or onsite at the district.
 - These PD days may be used for a reboot for teachers who want to improve their use of the station rotation model.
 - 2022-2023 teacher ongoing training and support
 - Any previous station rotation teachers who would like a refresher training can be invited
- Provision of up to 21 days of services in the school district, including professional development, coaching, site visits, and planning meetings.
 - Coaching will be provided for 2022-2023 hybrid cohort as well as previous cohorts
 - Coaching can be provided for any new to station rotation teacher who will also be invited to one of the Spring and/or Summer Station Rotation Implementation Cohorts
 - Action planning team meetings with principals and district administration for program review to identify and revisit success criteria and measurements

Professional learning will consist of the following areas:

- Understanding Station Rotation (Hybrid) Learning Model & its complement of Personalized Learning
- Classroom Management
- Lesson Planning
- Data Driven Instruction
- Content Provider Assistance/Training
 - o Any content providers that are selected
- Project Based Learning—Collaborative Station Ideas
- Professional Development Work Days—Meeting the individual needs of the teachers.
- Station Rotation Reboot for returning educators
- The Blended Journey to Personalized Learning

Instructional coaching will include the following services:

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

Limitations:

1. The Services shall be provided only to the employees of the Customer. Under no circumstances will the Customer permit non-employees to participate in, benefit from, or receive materials related to the Services, unless otherwise agreed to by both parties. Audio/video recording of the Services is not permitted. Copying and/or modifying any portion of the online course is strictly prohibited. Any exceptions to this clause must be requested and granted in writing or email correspondence.
2. Lancaster Lebanon Intermediate Unit 13 (d.b.a. IU13) retains all rights to the content and materials used in its workshops and services. All content is protected by copyrights, trademarks, or other rights, which are owned by IU13 or by other parties.
3. You may use workshop content and materials only for your own in-district, non-commercial use. Content and materials may not be modified, published, reproduced, duplicated, copied, uploaded, downloaded, posted, transmitted, sold, or otherwise exploited for any commercial purpose that is not expressly permitted in writing by IU13 or under copyright law.
4. The IU is protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the

indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.

5. The Customer shall not use, issue or release for publication any articles, photographs, or similar materials including or implying the name of IU13, or any advertising or publicity matter including or implying the name of IU13 or relating to the subject matter of this engagement, without first securing written consent from IU13, which consent may be withheld in the IU13's sole discretion.
6. Either Party may terminate this Agreement with 30 days written notice. In the event both Parties wish to mutually terminate this Agreement, the date of termination shall be as agreed by the Parties without regard to the notice provision.
7. **Force Majeure.** Neither party will incur any liability to the other if its performance of any obligation under this Agreement is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God, war or terrorism, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, a national or Commonwealth of Pennsylvania emergency, disease, plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, general strikes throughout the trade, work stoppages, accidents and freight embargos, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts. The Contractor shall orally notify the Customer within forty-eight (48) hours and notify in writing within five (5) days of the date on which the Contractor becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall (i) describe fully such cause(s) and its effects on performance, (ii) state whether performance under the Agreement is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay. After receipt of such notification, the Customer may elect to cancel this Agreement, or to extend the time for performance as reasonably necessary to compensate for the Contractor's delay.
8. (If applicable) At least one week prior to the scheduled face-to-face educational consultation or professional development session, the IU13 staff member(s) and the host contact(s)/administrator(s) will discuss health and safety guidelines and expectations to reduce the spread of COVID-19, and face-to-face professional development is contingent upon mutual agreement of these precautions.
9. The person signing this Agreement on behalf of the Customer individually warrants that he or she has full legal power to execute this Agreement on behalf of the Customer, and to bind and obligate the Customer with respect to all provisions contained in this Agreement.
10. This contract cannot be modified or changed without a contract Amendment signed by both the Customer and the Contractor.

Costs:

Lancaster-Lebanon Intermediate Unit 13 establishes hourly and daily rates for teaching and learning services on an annual basis. This estimate is based upon the execution of a contract within the 2023-2024 fiscal year.

Task/ Deliverable	#	Unit	# Staff	Rate	Cost
Station Rotation Learning Instructional Technology Specialist - Professional Learning Days	n/a	up to 4 days	TBD	\$950.00	up to \$3,800.00
Station Rotation Learning Instructional Technology Specialist - Instructional Technology Coaching	n/a	up to 21 days	TBD	\$950.00	up to \$19,950.0
Total Cost Not to Exceed					\$23,750.00

Agreement and Terms:

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

Printed Name of Customer

Printed Name of Authorized IU13 Agent

Signature of Customer

Signature of Authorized IU13 Agent

Date

Date

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.