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**Derry Township School District**  
**Board of Directors Meeting**  
**May 8, 2023**  
**Summary Minutes - XX**

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**1. OPENING ITEMS**

**1.a. Call to Order**

**Minutes**

The meeting was called to order by Mr. Singer at 7:15 p.m. The meeting was conducted both in-person and virtually.

**1.b. Roll Call**

**Minutes**

**Members in Attendance:** Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Mike Rizzo, Ericka Schmidt, Kathy Sicher, and Terry Singer

**Members Absent:** None

**Non-Voting members in Attendance:** Michele Agee and Stacy Winslow

**Student Board Representatives in Attendance:** Faizaan Aziz, Olivia Forester, and Disha Patel

**Solicitor:** William Zee

**Staff/Public in Attendance In-Person:** Phil Ayala, Patience Blake, Amanda Book, Eric Callahan, Michael Davies, Tom DeDonatis, Leigh-Anne Dornberger, Katherine English, Kelly English, Heather Grubic, Mark Grubic, Melissa Kaminski, Sarah Karpel, Jim Mandes, Kim O'Connell, Laura Pavone, Sheryl Pursel, Jason Reifsnyder, Steph Shaw, Aaron Shuman, Lee Vasiliades, Dave Weaver, and Bob Welsh

**Staff/Public in Attendance Virtually:** Mark Anderson, Lisa Balanda, Mark Balanda, Caryn Bennett, Sarah Bennett, Robert Brackbill, Lorena Brown, Tracy Brown, Eric Callahan, Dr. Marilyn Carter, Julia Cin, Cait Clark, Michelle Davies, Julie DeDonatis, Lauren Doliner, Corey Dupree, Kelly English, Kevin Ferguson, Anna Gawel, Scott Harman, Colby Hollinger, Jen Hynes, Melissa Kaminski, Jennifer Kissane, Missy Kunder, Traci Landry, Jennifer Lear, Kristin Leiss, Ashley Manthey, Andrea Mitchell, Angie Ravnic, Jennifer Renz, Honesta Romberger, Tracey Royo, Lindsey Schmidt, Todd Shaffer, Leah Shiley, Angie Shipper, Melissa Shultz, Jennifer Sloppy, Brenda Vandercolff, Rebecca Wallace

**Press in Attendance:** Olivia Lewis

**1.c. Flag Salute**



### **1.d. Approval of Board of Directors Agenda**

Approval of the Derry Township School District Board of Directors Agenda.

#### **Minutes**

Following a motion by Dr. Koch and a second by Mrs. Memmi the board agenda for this evening's meeting was approved.

#### **Vote Results**

<b>Yea:</b>	9	Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer
<b>Nay:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	0	

## **2. INFORMATIONAL AND PROPOSALS**

### **2.a. Presentation - 2023-2024 Budget**

#### **Minutes**

Mrs. Pursel shared a slide presentation and reviewed specific details of the proposed 2023-2024 budget.

### **2.b. President Communications**

#### **Minutes**

Mr. Singer announced the Board met in Executive Session prior to tonight's meeting to discuss the following:

- Matters of Personnel
- Consult with an attorney for professional advice
- Contracts
- Informational Items

### **2.c. Recognition of Citizens (Agenda Items)**

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda. Citizens wishing to speak should come to the microphone or raise their virtual hand. Those present in the room may register by completing a form located near the sign-in sheet and providing your full name and address. If attending virtually, you must have registered individually with your full name, and address, to be recognized. Once recognized or unmuted, it is only necessary that you identify yourself by providing your full name.

This is a reminder that public comment is not a forum for personal attacks, antagonistic behavior, or harassment. Please be advised that you are accountable for any legal ramifications and liability that results from statements that misrepresent the truth, defame individuals, or disclose personal information that is not of public concern.

To provide other residents with an opportunity to speak, each speaker during the public comment portion is limited to five (5) minutes of speaking time once recognized and limited to one opportunity to address the Board during each of the public comment periods. If necessary, the Board may set a maximum time for the public comment portion of any meeting.

### **Minutes**

The following citizens were recognized by the board:

- Dave Weaver and Patience Blake spoke to the elementary build and exploring Granada building options
- Eric Callahan spoke to funding for the potential elementary build
- Rebecca Wallace spoke to the budget and covering salaries once ESSER funds end
- Kevin Ferguson spoke to the budget and the special education funding

## **2.d. Community Correspondence Report**

### **Minutes**

Ms. Karpel reported that there was a total of eleven submissions during the month of April.

## **2.e. Standing Committee Meeting Report**

### **Minutes**

Dr. Cronin gave a report on the Curriculum Meeting that met prior to this evening's meeting and discussed the following:

- Presentation of the high school student trip to Europe with Mrs. O'Brien
- Honor Roll Procedures proposal
- Presentation- Targeted School Improvement Plan (TSI) by Mrs. Schmidt, High School Principal
- Textbook Recommendations

Mr. Bennett gave a report on the Policy Meeting that met prior to this evening's meeting and discussed the following:

- Several Policy recommendations by PSBA
- Approved policies to go to the full board include those on:

- data security
- volunteer clearances
- middle school gym uniforms
- Reviewed and set goals for 2023-2024 school year

## **2.f. Student Representatives' Report**

As per Board Policy 004.1, the purpose of having two non-voting Student Representatives on the Board is to establish a communication link between the Board of School Directors and the student body of Hershey High School. The position will serve in presenting the students' viewpoints to the Board.

### **Minutes**

Faizaan Aziz, Olivia Forester, and Disha Patel gave a report that included the following:

- Celebration of teacher appreciation week and school principals day
- HHS hosted signing day for 11 senior athletes May 3rd
- The middle school offered Health and Wellness Club for staff and students
- Mid Penns for tennis: Jesse Mullins placed 1st in his singles bracket, Max Laurore placed 2nd in the doubles bracket: Faizaan Aziz, Monty Hanford, Saahil Mathur, and Isaac Mikanatha placed 2nd in their doubles bracket
- Second week of AP testing
- Next week starts Keystone Assessments at the high school- with a 2.5 hour delay for non-testers
- There is a HHS Spring Choir performance tonight the 8th at 7:30p.m.
- Wednesday, May 10th, the HHS Orchestra Concert
- Monday May 15th, the Spring Band Concert
- Student Council Representative elections are beginning

## **2.g. Anticipated Agenda Items for the Next Board of Directors Meeting**

The following items will be on the Agenda for the next Public Board of Directors Meeting:

1. Approval of May 8, 2023 Board of Directors Summary Minutes
2. Staff Development/Conferences
3. Berkshire Systems Group
4. CAIU - Discovery Education
5. Digi SmartSense
6. Hadfield Elevator
7. Johnson Controls (6)

8. Renaissance Learning - Fastbridge
9. Renaissance Learning - Star Math
10. Sound Results Entertainment
11. Zendesk
12. Omega Systems
13. The Vista School
14. Yellow Breeches
15. Election of Treasurer

### 3. UNFINISHED BUSINESS

### 4. CONSENT AGENDA ITEMS

The consent agenda contains routinely adopted items and items that normally do not require public deliberations on the part of the Board. A Board Member may pull items which will then be discussed and voted on separately.

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#### Minutes

Following a motion by Dr. Koch and a second by Dr. Cronin the Consent Agenda items were approved.

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#### ***Vote Results***

**Yea:** 9 Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer  
**Nay:** 0  
**Abstain:** 0  
**Not Cast:** 0

#### 4.a. Approval of Summary Board of Directors Meeting Minutes

#### 4.b. Request for the Use of School Facilities

The Administration recommends the approval of the following Requests for the Use of School Facilities.:

***Group:*** Harrisburg Area YMCA

***Date/Time:*** Monday, June 12, 2023 thru Friday, August 18, 2023 7:00 a.m. - 6:00 p.m.

***Requested Facility:*** Elementary School Gym, Cafeteria, & Restrooms

**\*Gym Not Available June 19-22, 2023 8:00 a.m. - 12:00 p.m.**

*Event:* YMCA Summer Camp  
*Fee:* None

***Group:*** Hershey Boys Basketball Boosters  
*Date/Time:* June 19-22, 2023, 8:30 a.m. - 11:30 p.m.  
*Requested Facility:* ECC & Elementary Gyms  
*Event:* Boys Basketball Camp  
*Fee:* None

***Group:*** Hershey Boys Basketball Boosters  
*Date/Time:* June 26-29, 2023 8:30 a.m. - 3:30 p.m.  
July 10-13, 2023, 8:30 a.m. - 3:30 p.m.  
*Requested Facility:* High School Gym  
*Event:* Boys Basketball Camp  
*Fee:* None

***Group:*** Hershey Girls Basketball Booster Club  
*Date/Time:* June 19-22, 2023 8:00 a.m. - 12:00 p.m.  
*Requested Facility:* High School Gym  
*Event:* Girls Basketball Camp  
*Fee:* None

***Group:*** Hershey High School Powerlifting Team Banquet  
*Date/Time:* May 17, 2023, 6:00 p.m. - 9:00 p.m.  
*Requested Facility:* High School Cafeteria  
*Event:* Team Banquet  
*Fee:* None

***Group:*** The Goddard School (Hershey)  
*Date/Time:* Thursday, June 8, 2023, 5:30 p.m. - 7:00 p.m. (practice)

Monday, June 12, 2023, 2:00 p.m. - 8:00 p.m. (set-up & ceremony)

**Requested Facility:** Elementary MPR 1 - lighting/sound system, standing microphones (3), podium w/microphone projector connections to run presentation, screen, and risers

**Event:** Pre-K & Kindergarten Graduation Ceremony

**Fee:** MPR 1 - \$70.00 per hour Approximately \$630.00  
MPR Manager (If Needed) - HEA Rate

**Total Approximate Cost: \$630.00**

**Group:** Township of Derry Parks & Recreation

**Date/Time:** Friday, November 3, 2023 3:15 p.m. - 6:30 p.m. (set-up)  
Saturday, November 4, 2023 5:30 a.m. - 5:30 p.m.

**Requested Facility:** High School Cafeteria, Gym (if available), Hallways & Restrooms

**Event:** Annual Arts & Crafts Show

**Fee:** Food Service Staff - hourly HESPA rate  
Custodian Fee: Saturday Only - \$44.09 per hour per custodian (2) Approximately \$1,322.70

**Total Approximate Cost \$1,322.70 not including Food Service Staff Cost**

**Group:** US Lacrosse

**Date/Time:** May 21, 2023 8:00 a.m. - 10:00 a.m.

**Requested Facility:** 322 Turf Field

**Event:** US Lacrosse HS National Tournament Practice

**Fee:** Rental of Turf Field: \$35.00 per hour Approximately \$105.00  
Custodian: \$44.09 per hour Approximately \$132.27

**Total Fees: Approximately \$237.27**

#### 4.c. Announcement of Staff Development Conferences

<b>Staff Member:</b>	Erin Rosensteel
<b>Conference:</b>	PA Community of Practice Conference
<b>Location:</b>	State College, PA

<i>Dates:</i>	August 9 - 10, 2023
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**4.d. EMS LINQ, Inc.**

The Administration recommends the approval of the EMS LINQ Agreement for annual support of the Food Service website for the 2023-24 school year.

**4.e. Hershey Termite & Pest Control Agreement - District Buildings**

The Administration recommends the approval of the Hershey Termite & Pest Control Agreement for monthly pest management services for district buildings during the 2023-24 school year.

**4.f. Hershey Termite & Pest Control Agreement - Granada Building**

The Administration recommends the approval of the Hershey Termite & Pest Control Agreement for monthly pest management services for the Granada building during the 2023-24 school year.

**4.g. Maxim Healthcare Services Agreement**

The Administration recommends the approval of the Maxim Healthcare Services Agreement for nurse staffing needs.

**4.h. PowerSchool Agreement**

The Administration recommends the approval of the PowerSchool Agreement for a college, career, and life readiness platform called Naviance.

**4.i. PrimeroEdge Agreement**

The Administration recommends the approval of the PrimoEdge Agreement for food service point of sales.

**4.j. New Story Agreement**

The Administration recommends retroactive approval of the New Story Agreement to provide extended school year services (ESY).

**5. NEW BUSINESS**

**5.a. Resolution Authorizing 2023-2024 Proposed Final Budget Display and Advertising**

**RESOLVED**, by the Board of School Directors of Derry Township School District as follows:

The School District shall make the Proposed 2023-2024 Final Budget as presented to the

1. School Board on May 8, 2023 available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
2. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise a **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices and website.

I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of School Directors at a meeting there of legally held on May 8, 2023

DERRY TOWNSHIP SCHOOL DISTRICT

\_\_\_\_\_, Board Secretary

Date: May 8, 2023

**Minutes**

Following a motion by Mrs. Sicher and a second by Mrs. Memmi, the resolution authorizing the 2023-2024 proposed final budget display and advertising, was approved.

**Vote Results**

**Yea:** 9 Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer  
**Nay:** 0  
**Abstain:** 0  
**Not Cast:** 0

**5.b. Concession Stand Addition Issuance of Bid Documents**



The Administration recommends the approval of the issuance of the concession stand bid documents prepared by Hammel Associates Architects, LLC.

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### **Minutes**

Following a motion by Mrs. Sicher and a second by Mrs. Memmi the issuance of the Concession Stand bid documents was approved.

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#### **Vote Results**

**Yea:** 9 Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer  
**Nay:** 0  
**Abstain:** 0  
**Not Cast:** 0

### **5.c. Architect Recommendation**

The Administration recommends the Board enter into a contract for the design of the elementary facility with one of the following firms:

- Crabtree Rohrbaugh
- RLPS

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### **Minutes**

Following a motion by Mrs. Memmi and a second by Mrs. Sicher the firm Crabtree Rohrbaugh was selected for entering into a contract with for the design of the elementary facility.

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#### **Vote Results**

**Yea:** 9 Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer  
**Nay:** 0  
**Abstain:** 0  
**Not Cast:** 0

### **5.d. Personnel - Resignations**

The Administration recommends the approval of the following resignations:

#### **Professional:**

**McGuinness, Michael**

School Counselor

Middle School

Reason: Personal

Effective: At the end of the 2022-23 school year no later than 06/19/2023

## Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi, the Personnel Resignations were approved.

### Vote Results

**Yea:** 9 Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer  
**Nay:** 0  
**Abstain:** 0  
**Not Cast:** 0

## 5.e. Personnel - General

1. The Administration recommends the approval of the following personnel for the 2023 Summer Employment:

### **Blair, Kameron\***

Summer Technical Support  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

### **Brenneman, Samuel\***

Summer Technical Support  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

### **Brooks, Andre\***

Summer Buildings and Grounds Help  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

### **Clark, Bryan\***

Summer Buildings and Grounds Help  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

### **Lachman, Brenda\***

Summer Bus Custodian  
Transportation

Up to 29 hours per week  
Salary: \$14.82 per hour  
Effective: 06/05/2023 - 08/10/2023

**Milkovich, Nicole\***  
Summer Bus Custodian  
Transportation  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

**Mumma, Austin**  
Summer Technical Support  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023-08/10/2023

**Sengerdy, Rebecca\***  
Summer Buildings & Grounds Help  
District-wide  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

**Shenk, Alicia\***  
Summer Bus Custodian  
Transportation  
Up to 29 hours per week  
Salary: \$14.02 per hour  
Effective: 06/05/2023 - 08/10/2023

## **Minutes**

Following a motion by Dr. Koch and a second by Dr. Cronin, the Personnel - General items were approved and transfers were recognized.

### **Vote Results**

<b>Yea:</b>	9	Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer
<b>Nay:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	0	

## **6. DELEGATE REPORTS**

### **6.a. CAIU**

### **Minutes**

The CAIU report is attached to the agenda.

### **6.b. PSBA**

#### **Minutes**

The PSBA report was attached to the agenda.

## **7. SPECIAL REPORTS**

### **7.a. Board Members' Report**

#### **Minutes**

A report was made by the following board members:

- Ms. Drew announced All Things Diversity May 24th at 7:00 p.m. virtual - Mental Health Matters, Dave Lillenstein and Amanda Valentine
- Ms. Drew also announced the Downtown Hershey Association is having a 25th anniversary of the Great American Clean UP - Pick-up-PA on Saturday, May 13<sup>th</sup>, 8:00 a.m. - 12:00 p.m., for Keeping America Beautiful - sign up on the Township website

### **7.b. Superintendent's Report**

#### **Minutes**

Dr. Winslow gave a report that included the following:

- Full month of activities in May
  - AP, Keystone, and PSSA testing
  - District payoffs for some of the sports teams
  - field day
  - Kenbrook trip
  - less than 1 month from Graduation
- Shared the chain of command matrix on the website and in relation to the comment made at the end of the last Recognition of Citizens during the last board meeting expressed that the district staff cares deeply about the students and wants to help where able, please reach out when you need to

### **7.c. Board President's Report**

#### **Minutes**

Mr. Singer did not have a report to share.

## **8. RECOGNITION OF CITIZENS**

This is an opportunity for residents and taxpayers to address the Board on matters related to the agenda or matters of District Governance not on

the agenda. Those who speak are asked to follow the same guidelines outlined at the initial public comment portion of our meeting.

### **Minutes**

The following citizens were recognized by the board:

- Kevin Ferguson spoke to the article in the Sun paper, updating a policy, and Concession Stand Bid Documents
- Patience Blake, Bob Welsh, Heather Grubic, Laura Pavone, Melissa Kaminski, and Ashley Manthey spoke to the Sun article and bullying

Dr. Cronin, Dr. Koch, Mrs. Schmidt, Mr. Bennett, and Mrs. Memmi all made statements.

## **9. ADJOURNMENT**

### **Minutes**

The meeting was adjourned at 9:08 p.m. following a motion by Dr. Koch and seconded by Dr. Cronin.

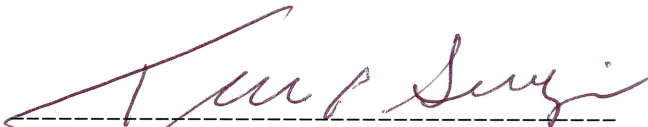
### **Vote Results**

<b>Yea:</b>	9	Robert Bennett, Donna Cronin, Lindsay Drew, Lindsay Koch, Maria Memmi, Michael Rizzo, Ericka Schmidt, Kathy Sicher, Terry Singer
<b>Nay:</b>	0	
<b>Abstain:</b>	0	
<b>Not Cast:</b>	0	

Respectfully submitted,



Michele Agee  
Secretary to the Board  
May 22, 2023



Terence A. Singer  
Board President



**Derry Township School District**  
**Board Meeting**  
May 8, 2023

**Please Sign In AND Print Your Name**

Signature

Printed Name

*Sample Signature*

Sample Name Printed

Signature

Printed Name

*Lee Vasilades*

Lee VASILADES

Signature

Printed Name

*Patience Blake*

PATIENCE BLAKE

Signature

Printed Name

*Steph Shaw*

Steph Shaw

Signature

Printed Name

*Leigh Anne Dornberger*

Leigh-Anne Dornberger

Signature

Printed Name

*Heather Grubic*

Heather Grubic

Signature

Printed Name

*Frank Grubic*

Frank Grubic

Signature

Printed Name

*Tom DeDonatis*

Tom DeDonatis

Signature

Printed Name

*Katherine English*

Katherine English

Signature

Printed Name

Signature

Printed Name

*Bob Welsh*

BOB WELSH

Signature

Printed Name

*Kelly English*

Kelly English

Signature

Printed Name

*Eric Callahan*

Eric Callahan

Signature

Printed Name

*Michael Deuz*

Michael Deuz

Signature

Printed Name

*Laura Pavone*

Laura Pavone

Signature

Printed Name

*Dave Wehr*

Dave Wehr



**Derry Township School District**  
**Board Meeting**  
May 8, 2023

**Please Sign In AND Print Your Name**

Signature

Printed Name

*Sample Signature*

Sample Name Printed

Signature

Printed Name

Jim Mandes

Signature

Printed Name

Melissa Kanunsky

Signature

Printed Name

Jim O'Connell

Signature

Printed Name

Amanda Book

Signature

Printed Name

Signature

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**Virtual Attendance 5-8-2023**

Mark Anderson

Lisa Balanda

Mark Balanda

Caryn Bennett

Sarah Bennett

Robert Brackbill

Lorena Brown

Tracy Brown

Eric Callahan

Dr. Marilyn Carter

Julia Cin

Cait Clark

Michelle Davies

Julie DeDonatis

Lauren Doliner

Corey Dupree

Kelly English

Kevin Ferguson

Anna Gawel

Scott Harman

Colby Hollinger

Jen Hynes

Melissa Kaminski

Jennifer Kissane

Missy Kunder

Traci Landry

Jennifer Lear

Kristin Leiss

Olivia Lewis

Ashley Mantheiy

Andrea Mitchell

Angie Ravnic

Jennifer Renz

Honestia Romberger

Tracey Royo

Lindsey Schmidt

Todd Shaffer

Leah Shiley

Angie Shipper

Melissa Shultz

Jennifer Sloppy

Brenda Vandercolff

Rebecca Wallace





HOME of the  
TROJANS

The background of the entire image is a collage of financial-related items. In the top right, a pair of black-rimmed glasses sits on a document with blue bar charts. In the center, a black scientific calculator with a green LCD screen is prominent. In the bottom left, a black pen lies next to a colorful pie chart with segments labeled with percentages like 2%, 6%, 7%, and 9%.

# Derry Township School District 2023-2024 PROPOSED FINAL BUDGET



# 2023-2024 Proposed Final Budget

## Budget Calendar

Date	Description	Action
April 24, 2023	Finance Committee Meeting	Discussion
May 8, 2023	Board Meeting - Approve Proposed Final Budget	Board Vote
May 22, 2023	Finance Committee Meeting	Discussion
June 12, 2023	Board Meeting - Approve Final Budget	Board Vote
June 30, 2023	Deadline to adopt Final Budget	File PDE Form 2028



# Assumptions for 2023-2024 Proposed Final Budget

<b>Tax Increase</b>	Act 1 Index	4.1%	
	Proposed Final Budget Tax Increase	2.7%	
	Total Revenue to District	\$ 1,090,850	
	Median Assessed Value	\$ 162,200	
	Tax Increase to Median Household	\$ 85	
<b>Milton S Hershey Trust</b>	Withdrawal = 4%	\$ 1,848,155	
	Trust Balance 3/31/23	\$ 46,476,508	
<b>Giant Center PILOT Revenue</b>	Giant Center paid PILOT payment of \$721,509 Dec 2022	\$ 1,000,000	2023-2024 expect PILOT from both PS Health and Giant Center
<b>ARP ESSER FUNDS</b>	Total ARP ESSER Grant = \$4,387,330)	\$ 2,193,665	Budgeting to use half of the grant funding in 2022-23 and the remainder in the District's 2023-24 budget to offset the cost of salaries
<b>Expense Increases</b>	Salaries - 4% increase	\$ 1,395,793	DTSD Employee Contracts
	Benefits - 3.6% increase	\$ 775,881	Medical Trend = 7.7%, PSERS decreased to 34%
	Charter School Tuition	\$ -	Holding Flat at \$1,500,000 as enrollment has stabilized



# History of Act 1 Index

School Year:	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017
Statewide Average Weekly Wage	\$1,173.46	\$1,114.93	\$1,064.89	\$1,032.53	\$1,010.43	\$988.43	\$966.87	\$942.40
Employment Cost Index	147.8	143.6	140.6	136.7	132.9	129.8	126.5	123.6
Percent (%) Increase - SAWW	5.2%	4.7%	3.1%	2.2%	2.2%	2.2%	2.6%	2.5%
Percent (%) Increase - ECI	2.9%	2.1%	2.9%	2.9%	2.4%	2.6%	2.3%	2.2%
Base index:	4.1%	3.4%	3.0%	2.6%	2.3%	2.4	2.5%	2.4%
DTSD - Millage Increase	2.7%	3.4%	0%	0%	1.4%	2.4%	0%	0%
DTSD Millage Rage	19.9595	19.4348	18.7958	18.7958	18.7958	18.5363	18.1019	18.1019
	PROPOSED FINAL							



# Financial Planning for Capital Projects

- S&P AAA rating with stable outlook (affirmed December 6, 2022)
  - 10 out of 500 school districts in PA have AAA rating (highest possible)
- Existing Debt
  - \$17,850,632 of principal outstanding with rapid repayment
  - \$120,888,428 of remaining borrowing capacity
- Financing Projects in Act 1 Era
  - Build additional millage into budget in advance of project/borrowings
  - Deposit unused funds in capital project fund
  - Debt restructuring with new borrowing to maintain current debt service amount in budget
  - Basic Rules
    - Must have reasonable expectation to spend 85% of borrowed funds within 3 years
- Bond proceeds can only be used for capital costs, not budget items like salaries



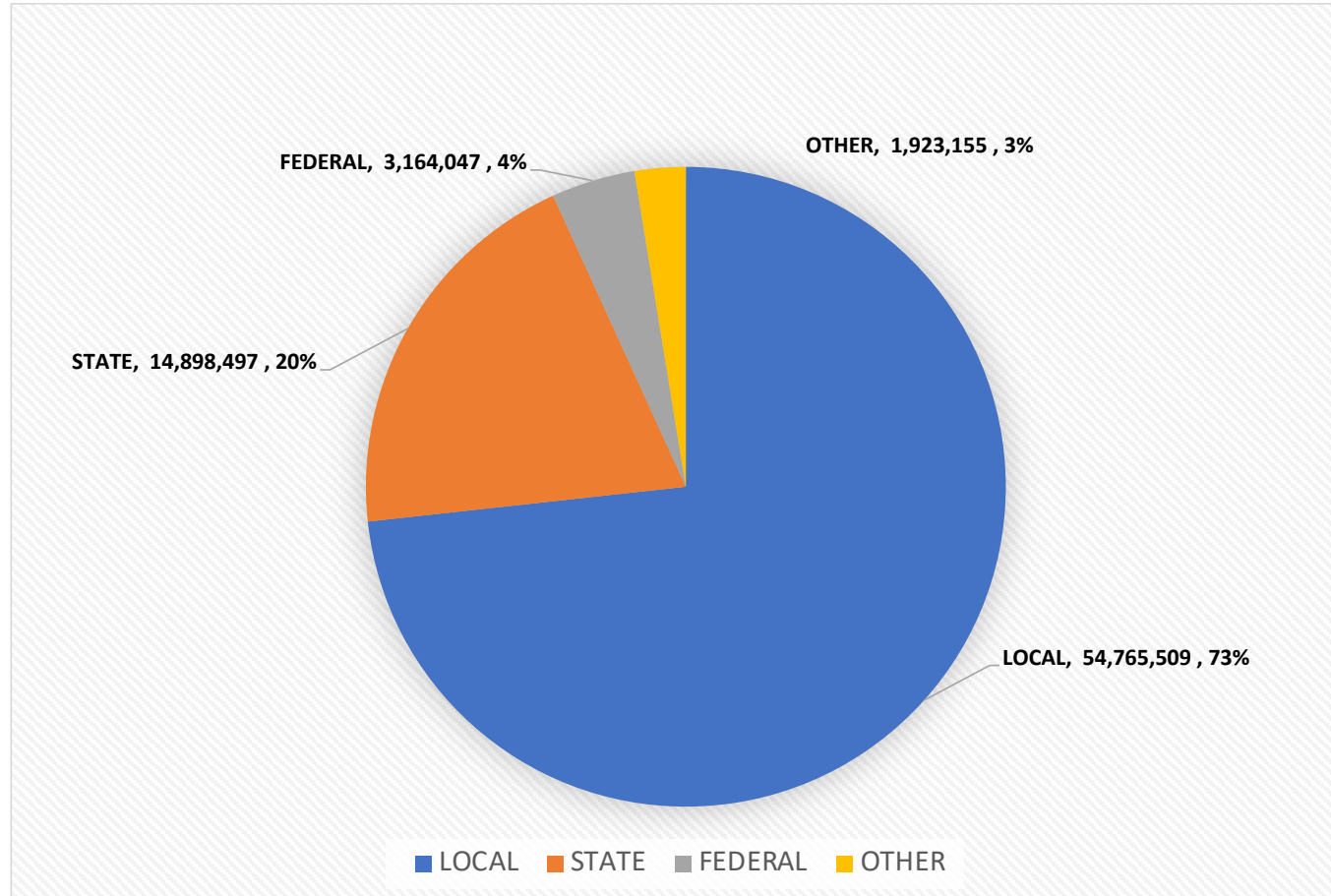
# Real Estate Tax Millage Increase

	2022-23 3.4%	2023-2024				
		0.0%	1.0%	1.90%	2.7%	Base Index 4.1%
County Tax Roll	2,121,425,020	2,121,425,020	2,121,425,020	2,121,425,020	2,121,425,020	2,121,425,020
Base Millage	19.4348	19.4348	19.6291	19.8040	19.9595	20.2316
Tax Revenue	41,229,471	41,229,471	41,641,664	42,012,701	42,342,583	42,919,822
Less Homestead/Farmstead	<u>(838,505)</u>	<u>(850,227)</u>	<u>(850,227)</u>	<u>(850,227)</u>	<u>(850,227)</u>	<u>(850,227)</u>
Estimated Tax Revenue	<u>40,390,966</u>	<u>40,379,244</u>	<u>40,791,437</u>	<u>41,162,474</u>	<u>41,492,356</u>	<u>42,069,595</u>
Budget 98% Collection Rate	<u>39,179,237</u>	<u>39,571,659</u>	<u>39,975,608</u>	<u>40,339,225</u>	<u>40,662,509</u>	<u>41,228,204</u>
Additional Tax Revenue		<u>-</u>	<u>403,949</u>	<u>767,566</u>	<u>1,090,850</u>	<u>1,656,545</u>
		<div>Additional tax revenue for each 1% tax increase</div>				

Median Assessed Value	\$162,200					
Real Estate Mills	19.4348	19.4348	19.6291	19.8040	19.9595	20.2316
Real Estate Taxes Due	\$3,152	\$3,152	\$3,184	\$3,212	\$3,237	\$3,282
Tax Increase to Median Household			\$32	\$60	\$85	\$129

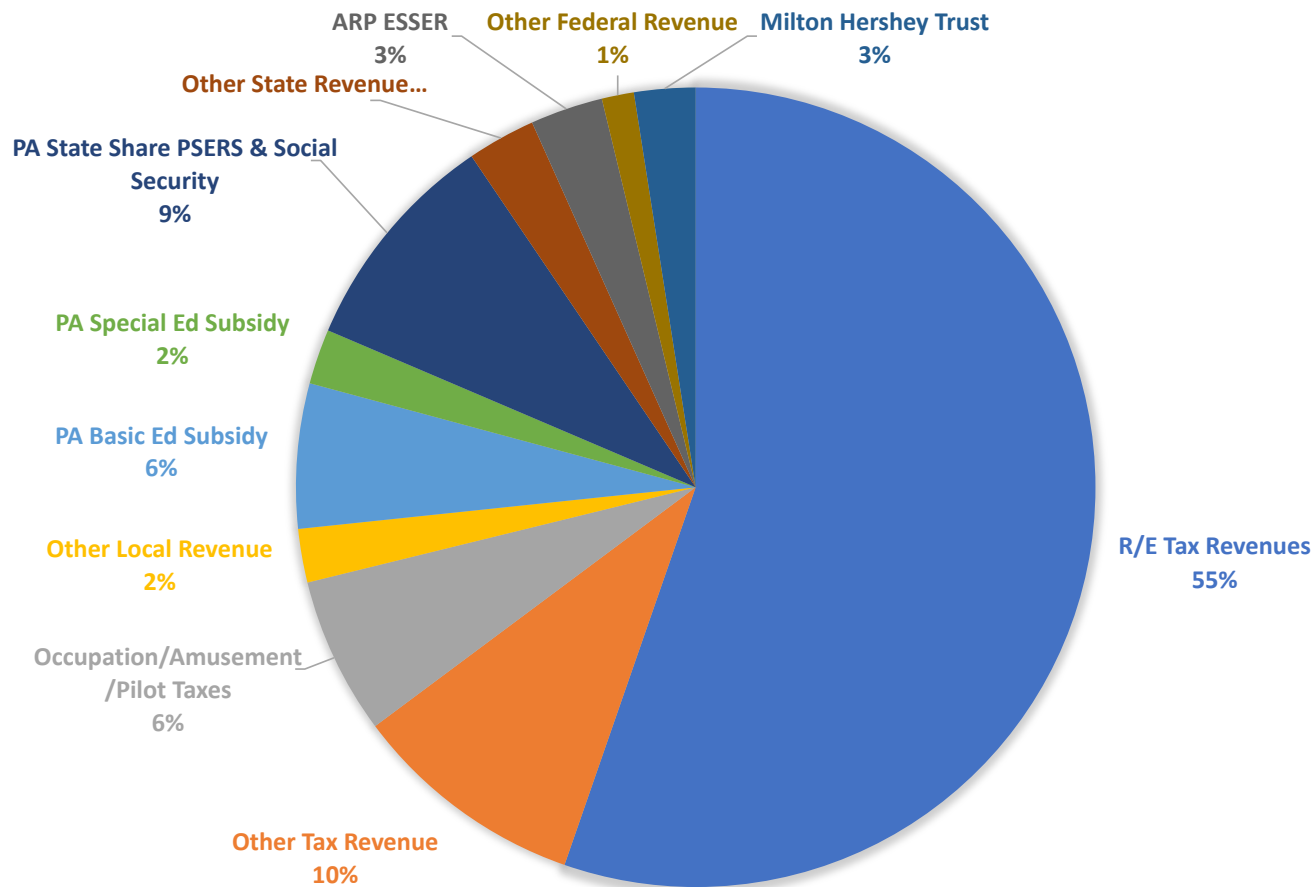


# Revenue Budget – Sources of Income





# Revenue Budget – Sources of Income







# Local Revenues

	2023-2024		2022-2023	2021-2022
	Proposed Final Budget		Budget	Actual
Current Real Estate Taxes	40,662,509	2.7% increase	39,179,237	38,033,755
Earned Income Tax (EIT)	5,700,000		5,300,000	5,957,836
Occupation/Amusement/Pilot Taxes	4,750,000	Includes ICDA pilot	4,525,000	3,956,696
Other Local Taxes	2,033,000	Interim, Transfer, LST, Delinquent	2,183,000	2,511,835
Interest Income	500,000		50,000	34,039
Revenues from LEA Activities	155,000		150,000	144,351
Fed IDEA Pass-Thru Revenue from IU	425,000		425,000	395,044
Other Revenue from Local Sources	540,000		475,000	471,066
<b>TOTAL LOCAL REVENUE</b>	<b>54,765,509</b>		<b>52,287,237</b>	<b>51,504,622</b>



# State Revenues

	2023-2024		2022-2023	2021-2022
	Proposed Final Budget		Budget	Actual
Basic Education Funding	4,370,678	10% increase	3,394,813	3,295,931
Basic Education - Social Security	1,249,348	7.65% of Wages (50% reimb)	1,195,959	974,254
Tuition for Orphans	-		15,000	-
Special Education Funding	1,662,989	4.5% increase	1,583,438	1,539,924
Pupil Transportation Subsidy	480,000		500,000	485,186
Sinking Fund Payments (PlanCon)	148,300	Determined by Debt Service Payments	144,972	178,209
Health Services Subsidy	70,000		74,000	70,860
State Property Tax Reduction Allocation	850,227	Homestead/Farmstead	838,505	672,468
Other PA Grants School Based Mental Health	135,622	new for 2023-24		13,611
School Mental Health/Safety & Security Grant	153,117	new 2 yr grant 22-23		
Ready to Learn Block Grant	225,559		225,559	225,559
State Share of Retirement Contributions	5,552,657	34% (50% reimb)	5,512,354	5,191,975
<b>TOTAL STATE REVENUE</b>	<b>14,898,497</b>		<b>13,484,600</b>	<b>12,647,977</b>

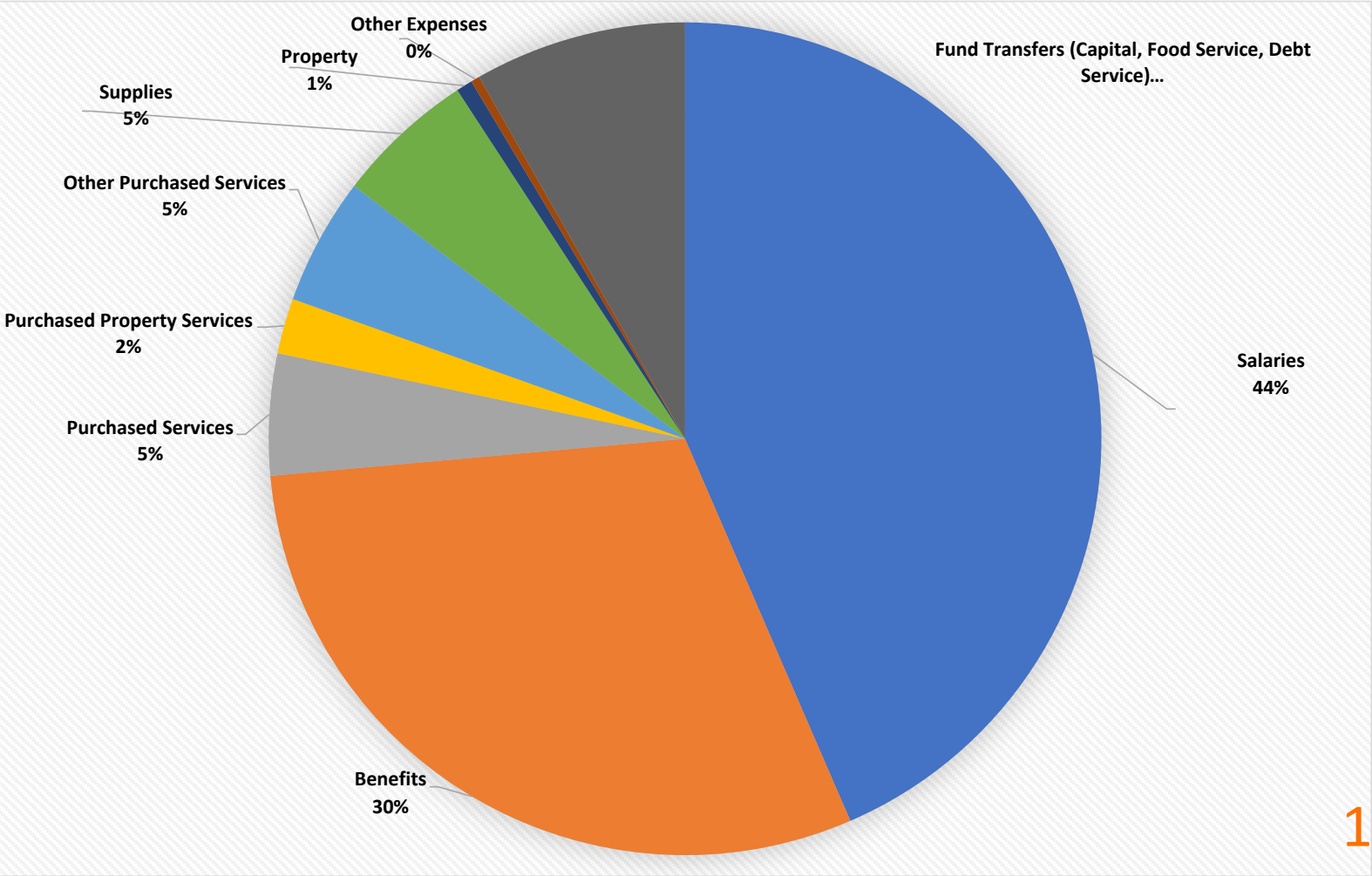


# Federal & Other Revenues

	2023-2024		2022-2023	2021-2022
	Proposed Final Budget		Budget	Actual
Title I	614,939	22-23 grant	645,016	648,322
Title II	104,572	22-23 grant	124,138	124,803
Title IV	50,871	22-23 grant	44,146	44,172
CARES ACT - ESSER II				2,169,036
ARP ESSER III	2,193,665	50% ARP ESSER	2,193,665	68,198
Access & MA Reimbursement	200,000		200,000	189,288
<b>TOTAL FEDERAL REVENUE</b>	<b>3,164,047</b>		<b>3,206,965</b>	<b>3,256,186</b>
<b>Other</b>				
Permanent Fund Transfers	1,848,155	4% MH Trust	2,289,869	3,062,540
Other Revenues	75,000		35,000	81,105
<b>TOTAL OTHER REVENUE</b>	<b>1,923,155</b>		<b>2,324,869</b>	<b>3,744,913</b>



# Expense Budget





# Review of Expenses

	2023-2024		2022-23	2021-22
	Proposed Final Budget		Budget	Actual
			\$	\$
Salaries	32,708,278	4% Salary Increase	31,266,897	29,628,895
Benefits	22,614,692	7.7% Medical Increase	21,838,811	19,876,670
Special Education	1,817,475		2,045,026	2,459,104
Tuition	2,290,000		2,290,000	2,433,721
Buildings & Grounds - Maintenance	2,967,606		2,073,934	2,582,828
Technology	1,849,580		1,586,809	1,380,508
Transportation	1,040,800		1,100,967	990,530
Prof Ed Svcs - Teacher Subs	725,000		700,000	704,128
Athletics	525,632		414,498	417,876
Debt Service (Bond Payments)	4,290,763		4,286,199	4,351,057
Other Expenses	2,459,897	Curriculum, Admin, Building Expenses	2,622,700	2,103,830
Fund Transfer - Food Svc	150,000		150,000	303,243
Fund Transfer - Cap Rsv Elem Project	750,000	Equivalent of 1.9% Tax Increase		
Fund Transfer - Capital Reserve	1,000,000		1,000,000	1,000,000
Total Projected Expense Budget	75,189,723		71,375,841	68,232,390



# 2023-2024 Proposed Final Budget Summary

		2023-2024	2022-2023	2021-2022
		Proposed Final Budget	Budget	Actual
Revenues		74,751,208	71,303,671	71,153,698
Expenses		<u>75,189,723</u>	<u>71,375,841</u>	<u>68,232,390</u>
Net Revenue (Expense)		<u><u>(438,515)</u></u>	<u><u>(72,170)</u></u>	<u><u>2,921,308</u></u>



# 2023-2024 Final Budget – Board Vote June 12, 2023

## Next Steps

- Review Revenue Projections
  - Giant Pilot – could this increase
  - Updates on PA State Subsidy Revenue – when will the State pass their budget?
  - Update Tax Base from County
  - Review YTD 2022-2023 for 2023-2024 budget projections
- Review Expense Projections
  - Finalize Salaries
  - Property & Liability Insurance – expect 8-10% increase
  - Identify any adjustments needed for final budget



## 2023-2024 Proposed Final Budget

# QUESTIONS?



**EMS LINQ***Connecting the K-12 Community****This is not an invoice.***

2528 Independence Blvd  
Suite 200  
Wilmington, NC 28412

**Quote #:** Q-87364-2

Phone: 800.541.8999  
Fax: 910.799.5427  
Email: tmcmillan@linq.com

**Customer Contact**

Derry Township School District  
Gregory Hummel  
(717)534-2501X3221  
ghummel@hershey.k12.pa.us

**Bill To**

Derry Township School District  
PO Box 898  
Hershey, Pennsylvania 17033

RENEWAL CONTACT	EMAIL	SERVICE PERIOD
Taryn McMillan	tmcmillan@linq.com	(July 1, 2023 - June 30, 2024)

**2023-07-01**

QTY	PRODUCT	TOTAL PRICE
1	ISITE Support - SNAF Website and Menu - 5-10	\$1,069.63

<b>Tax:</b>	\$0.00
<b>Shipping:</b>	
<b>Grand Total:</b>	\$1,069.63

- For subsequent years within the term bound by the Start Date and End Date detailed on this quote, LINQ is entitled to increase the fees specified in the Order Form to the then-current subscription fees for the LINQ Products, as set forth in the LINQ price list in effect as of such date.
- Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that LINQ receives your purchase order.
- In the event that this quote includes promotional pricing, such promotional pricing may not be valid for the entire period stated on this quote.
- Ground shipping or most reasonable shipping costs will be added to the invoice after shipment for all Hardware orders.
- You will be required to pay LINQ for travel expenses (lodging, meals, transportation, and other related expenses) incurred in the performance of Professional and Support Services.
- All invoices shall be paid within thirty (30) days of the date of invoice.
- All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and shall not impact the terms or conditions reflected in this quote and the applicable LINQ Master Subscription Agreement.
- This quote is subject to and incorporates the terms and conditions of the LINQ Master Subscription Agreement found at <https://www.linq.com/legal-msa/>

Board approved 5/8/23  
Michelle Agee, Board Secretary



P.O. Box 216  
Hershey, PA 17033  
(717) 598-8888

Commercial Pest Management  
Agreement

Date: 7/1/23  
Name: Derry Township School District (DTSD)  
Address: 30 E. Granada Ave  
City: Hershey  
Phone: 717-531-2202  
Email: manderson@hershey.k12.pa.us

Account #: 052422-2

Location note: ECC, Elementary, Middle School, High School, District Office, Maintenance shop/offices, Granada Gym and adjacent grounds of DTSD buildings

St: PA Zip: 17033

Hershey Termite & Pest Control agrees to provide monthly pest management service for "covered" species\* of pests (see below) for a period of one (1) year. Coverage will be for main structure(s) only. Additional structures on property (barns, sheds, garages, swing sets, fences, etc) can be included by special arrangement. Service may be both interior and exterior, but every effort will be made to limit chemical use inside the structure. All products used in and around the structure will be EPA approved, and applied strictly in accordance with product labeling. During monthly services, and in accordance with IPM practice (Integrated Pest Management), observations and recommendations may be made to the property-owner/manager on reducing pest populations in and around the structure by various non-chemical methods, such as exclusion, sanitation, etc.

In addition, emergency service for "covered" pests will be provided at no additional charge. Emergency service shall be defined as necessary treatment to control "covered" pests in between regularly scheduled quarterly services.

Service will continue and renew automatically on a year to year basis, and may be discontinued at any time, for any reason, by either party, with the remaining balance pro-rated and refunded to the customer.

\*"Covered" species include:

-Ants (all species including Carpenter Ants)	-Centipedes	-Grain Beetles	-Roaches (all species)
-Bees (not including Honey Bees)	-Earwigs	-Hornets	-Silverfish
-Beetles (not including any wood boring-type Beetles)	-Firebrats	-Indian Meal Moths	-Spiders
-Boxelder Bugs	-Flies (including Drain Flies Fruit Flies, Phorid Flies, House Flies, Blow Flies, Cluster Flies)	-Millipedes	-Stink Bugs
-Carpenter Bees		-Mice and Rats (Norway and Roof)	-Wasps

**Additional Notes: Monthly service: \$752.50**

Annual Service: \$9,030.00

Tax: \_\_\_\_\_

Total: \$9,030.00

Andy Shrawder: Hershey Termite & Pest Control Representative

Date: 12/6/22

Customer: Derry Township School District (DTSD)

May 8, 2023

Date: \_\_\_\_\_

TERMS AND CONDITIONS (continued on page 2)

1. SERVICES PROVIDED Hershey Termite & Pest Control (referred to herein as "HTPC") will conduct a thorough visible inspection of the premises for evidence of infestation and will provide treatment for the control of the pest(s) as determined appropriate by HTPC. HTPC will apply pest control products in accordance with the directions of the manufacturers of the products, U.S. EPA approved labels, and the requirements of federal and state laws and regulations. For purposes of this Contract, "control" is defined as the periodic eradication of existing infestations within practical limits.

2. CUSTOMER OBLIGATION Customer agrees to maintain the premises subject to this Contract in a condition which does not promote infestations. Customer agrees to maintain the premises in a reasonably clean and sanitary condition and to keep the structure in such a state of repair so as to avoid providing easy access of pest(s). If conditions noted by HTPC are not corrected as required, this Contract shall automatically terminate and be canceled. Further, additional treatments in areas of such conditions that are not corrected shall be paid for by the Customer as an extra service charge.

(Terms and conditions continued on page 2)

Ph : (717) 598-8888 Email: HersheyPestControl@msn.com www.HersheyPestControl.com



3. SERVICE EXCLUSION. I understand this agreement does not include the control, treatment, or prevention of wood infesting organisms such as subterranean (ground) termites (Reticulitermes spp., Heterotermes spp.) and Formosan termites (Coptotermes spp.) or dry wood termites (Kaloterms spp., Incisitermes spp., Cryptotermes spp.) or aerial (above-ground) infestations of any kind, powder post beetles, woodborers, wood wasps, or wood decay fungus. I expressly waive and release HTPC from liability for any and all claims for personal injury or damages to the structure or its contents caused by wood infesting organisms.

4. AREAS SERVICED. HTPC will apply treatment, as it deems appropriate to all potential harborage areas within the structure. Customer agrees to provide access to the structure at the scheduled time of service. In the event HTPC is denied access to the property, HTPC will not provide treatment and Customer agrees to pay a service charge for a return visit to provide treatment of the structure.

5. PERFORMING THE WORK. HTPC will exercise reasonable care while performing any work to try to avoid damaging any part of the structure(s), plants or animals. Under no circumstances or conditions shall HTPC be responsible for damage caused by HTPC at the time the work is performed except those damages resulting from gross negligence on the part of HTPC.

6. CHANGE IN LAW. This Contract shall be interpreted, regulated and adjudicated in accordance with applicable federal, state and local laws and regulations as they exist at the time this Contract is executed. Should any federal, state or local law or regulation be changed regarding HTPC services or treatment, HTPC may take whatever steps are necessary to comply with said laws.

7. LIMITS OF LIABILITY. Although HTPC will exercise reasonable care in performing services under this Contract, HTPC will not be liable for injuries or damage to persons, property, birds, animals or vegetation, except those damages resulting from gross negligence by HTPC. Further, under no circumstances will HTPC be responsible for any injury, disease or illness caused, or allegedly caused, by bites, stings, or contamination of bed bugs or any other insects, spiders, rodents, or beetles. HTPC's representatives are not medically trained to diagnose borne illnesses or diseases. Please consult your physician for any medical diagnosis. To the fullest extent permitted by law, HTPC will not be liable for personal injury, death, property damage, loss of use, loss of income or any other damages whatsoever, including consequential and incidental damages, arising from this service. HTPC liability is specifically limited to the labor and products necessary to help reduce populations.

8. EXISTING DAMAGE. HTPC is not responsible for repairs to damages disclosed in its inspection. In addition, hidden damage may exist in concealed, obstructed or inaccessible areas. No attempt to remove siding, plastic or sheet rock, insulation, carpeting, paneling, etc. to search for hidden infestation/damage is made. HTPC cannot guarantee that infestation/damage disclosed by the floor-level visual inspection of the premises shown above represents the entirety of the infestation/damage which may exist as of the date of the initial control application. HTPC shall not be responsible for repair of any existing damage, including without limitation, any damage that existed in areas or in structural members, which were not accessible for visual inspection as of the date of inspection. It is advisable that a qualified building expert inspect the property to determine what effect, if any, the infestation/damage has upon the structural integrity of the property.

9. FUTURE DAMAGE. Customer understands that HTPC is not responsible for and does not guarantee against present and future damage to the building or contents, or provide for the repair or replacement thereof. This Contract does not guarantee, and HTPC does not represent, that covered insects will not return to the property.

10. DISCLOSURE. Prior to such treatment, the Customer or its Agent must divulge any information concerning hidden plenum air spaces, crawl spaces, air ducts (underground or embedded in the slab), wells or cisterns (including those existing on adjacent properties), concealed pipes or cables, water-proofing installation, a high water table, dampness or moisture conditions, or any other conditions that may contribute to the pollution of the environment. Failure by Customer or its Agent, prior to treatment by HTPC, to divulge such information to HTPC, forever and fully releases HTPC from any and all liability arising out of such treatment.

11. ADDITIONS/ALTERATIONS. In the event the premises are structurally modified, altered or otherwise changed, or if soil is removed or added around the foundation, or if HTPC treatments are disturbed, Customer will notify HTPC prior to such event and will purchase the additional periodic service treatment required by the change incurred. Rejection of additional charges terminates this Contract automatically. The failure of HTPC to notice any such changes does not release Customer from the obligations set forth in this paragraph.

This Contract does not cover detached garages, tool sheds, fences, or other outbuildings, unless specifically itemized in this Contract.

12. NON-PAYMENT. Customer will pay HTPC's invoices upon receipt. HTPC may terminate this Contract if payment is not received within thirty (30) days of the date of the invoice. In the event legal action is necessary to collect any amount due HTPC, HTPC shall be entitled to recover from Customer all reasonable costs of collection, including reasonable attorney's fees and expenses, in addition to any outstanding amount due HTPC. In addition, interest at the rate of 1.5% per month, being 18% annually or the highest rate allowed by applicable law will be assessed on any past due amounts owed by Customer until paid. This Contract and any extension of its term will be effective only upon payment of the charges as provided herein.

13. TERMINATION. HTPC's liability under this Contract will terminate and HTPC will be excused from the performance of any obligations under this Contract should 1) Customer allow another pest control operator and/or company to treat the subject structure(s) during any term hereof, 2) Customer utilize any home remedy products, "do-it-yourself" products, over-the-counter products or any chemicals to eradicate bed bugs, termites, insects, spiders, beetles or rodents that could cause a negative resolution or chemical reaction, or 3) HTPC be prevented or delayed from fulfilling its responsibilities under the terms of this Contract by reasons or circumstances reasonably beyond HTPC's control, including, but not limited to, acts of war, whether declared or undeclared, acts of any duly constituted government authority, strikes, acts of God, or refusal of Customer to allow HTPC access to the structure(s) for the purpose of treatment or carrying out the terms and conditions of this Contract.

14. ENTIRE CONTRACT. This Contract, together with any attachment(s), if any, signed by HTPC and Customer, constitutes the entire CONTRACT between the parties, and no other representation or statements, whether oral or written, will be binding upon the parties.

15. NOTICE OF CLAIMS, ACCESS TO PROPERTY. Any claim under the terms of the Contract must be made immediately in writing to HTPC. HTPC is only obligated to perform under this Contract if Customer allows HTPC access to the identified structure for any purpose contemplated by the Contract, including but not limited to re-inspection, whether the inspection was requested or considered necessary by Customer or required by the Contract and requested or considered necessary by HTPC.

16. SEVERABILITY. If any part of this Contract is held to be invalid or unenforceable for any reason, the remaining terms and conditions of this Contract will remain in full force and effect.

17. TRANSFERABILITY. This Contract will terminate upon transfer of ownership of the described structure(s). However, HTPC, at its discretion, may transfer the Contract to a new purchaser within 30-days of purchase.

18. SPECIFIC EXCLUSIONS. The Contract does not cover and HTPC will not be responsible for:

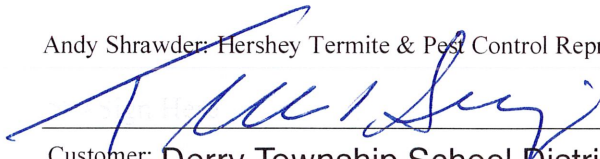
- 1) Damage resulting from moist conditions, including but not limited to fungus or mold, whether visible or not;
- 2) Damage resulting from any wood destroying organisms;
- 3) Expenses related to the replacement of linens, upholstery, furniture, mattress(es), soiling or related costs;
- 4) Expenses related to medical evaluation or treatment for bites associated with pest(s);
- 5) Damages or expenses for any claim of personal injury related to an infestation of pest(s);
- 6) Loss of income claimed to be related to any pest bites or associated illnesses;

19. CHEMICAL SENSITIVITY. If Customer or other occupants of the structure(s), or adjacent buildings, believe they are or may be sensitive to pesticides or their odors, or if Customer or other occupants have consulted with a medical doctor, or other healthcare provider, regarding such sensitivity, Customer must notify HTPC in writing, in advance of treatment of the structure(s). HTPC reserves the right, upon receipt of such notification, to deny or terminate service. Failure to provide such notification represents Customer's assumption of risk and waiver of any claims against HTPC in connection with such sensitivity.



Andy Shrawder: Hershey Termite & Pest Control Representative

Date: 5/24/22



May 8, 2023

Customer: Derry Township School District (DTSD)

Date:

Ph : (717) 598-8888

Email: HersheyPestControl@msn.com

www.HersheyPestControl.com



P.O. Box 216  
Hershey, PA 17033  
(717) 598-8888

Commercial Pest Management  
Agreement

Date: 7/21/23  
Name: Derry Township School District (HMC)  
Address: 44 E. Granada Ave  
City: Hershey  
Phone: 717-531-2202  
Email: manderson@hershey.k12.pa.us

Account #: 052422-3

Location note: Penn State Health (Old Middle School)

St: PA Zip: 17033

Hershey Termite & Pest Control agrees to provide monthly pest management service for "covered" species\* of pests (see below) for a period of one (1) year. Coverage will be for main structure(s) only. Additional structures on property (barns, sheds, garages, swing sets, fences, etc) can be included by special arrangement. Service may be both interior and exterior, but every effort will be made to limit chemical use inside the structure. All products used in and around the structure will be EPA approved, and applied strictly in accordance with product labeling. During monthly services, and in accordance with IPM practice (Integrated Pest Management), observations and recommendations may be made to the property-owner/manager on reducing pest populations in and around the structure by various non-chemical methods, such as exclusion, sanitation, etc.

In addition, emergency service for "covered" pests will be provided at **no** additional charge. Emergency service shall be defined as necessary treatment to control "covered" pests in between regularly scheduled quarterly services.

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\*"Covered" species include:

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-Bees (not including Honey Bees)  
-Beetles (not including any wood boring-type Beetles)  
-Boxelder Bugs  
-Carpenter Bees

-Centipedes  
-Earwigs  
-Firebrats  
-Flies (including Drain Flies Fruit Flies, Phorid Flies, House Flies, Blow Flies, Cluster Flies)

-Grain Beetles  
-Hornets  
-Indian Meal Moths  
-Millipedes  
-Mice and Rats (Norway and Roof)

-Roaches (all species)  
-Silverfish  
-Spiders  
-Stink Bugs  
-Wasps

**Additional Notes: Monthly service: \$84.60**

Annual Service: \$1,015.20

Tax: \_\_\_\_\_

Total: \$1,015.20

Andy Shrawder: Hershey Termite & Pest Control Representative

Date: 12/6/22

Customer: **Derry Township School District (HMC)**

May 8, 2023

Date: \_\_\_\_\_

TERMS AND CONDITIONS (continued on page 2)

1. SERVICES PROVIDED Hershey Termite & Pest Control (referred to herein as "HTPC") will conduct a thorough visible inspection of the premises for evidence of infestation and will provide treatment for the control of the pest(s) as determined appropriate by HTPC. HTPC will apply pest control products in accordance with the directions of the manufacturers of the products, U.S. EPA approved labels, and the requirements of federal and state laws and regulations. For purposes of this Contract, "control" is defined as the periodic eradication of existing infestations within practical limits.

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(Terms and conditions continued on page 2)

Ph : (717) 598-8888

Email: [HersheyPestControl@msn.com](mailto:HersheyPestControl@msn.com)

[www.HersheyPestControl.com](http://www.HersheyPestControl.com)



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5. PERFORMING THE WORK. HTPC will exercise reasonable care while performing any work to try to avoid damaging any part of the structure(s), plants or animals. Under no circumstances or conditions shall HTPC be responsible for damage caused by HTPC at the time the work is performed except those damages resulting from gross negligence on the part of HTPC.

6. CHANGE IN LAW. This Contract shall be interpreted, regulated and adjudicated in accordance with applicable federal, state and local laws and regulations as they exist at the time this Contract is executed. Should any federal, state or local law or regulation be changed regarding HTPC services or treatment, HTPC may take whatever steps are necessary to comply with said laws.

7. LIMITS OF LIABILITY. Although HTPC will exercise reasonable care in performing services under this Contract, HTPC will not be liable for injuries or damage to persons, property, birds, animals or vegetation, except those damages resulting from gross negligence by HTPC. Further, under no circumstances will HTPC be responsible for any injury, disease or illness caused, or allegedly caused, by bites, stings, or contamination of bed bugs or any other insects, spiders, rodents, or beetles. HTPC's representatives are not medically trained to diagnose borne illnesses or diseases. Please consult your physician for any medical diagnosis. To the fullest extent permitted by law, HTPC will not be liable for personal injury, death, property damage, loss of use, loss of income or any other damages whatsoever, including consequential and incidental damages, arising from this service. HTPC liability is specifically limited to the labor and products necessary to help reduce populations.

8. EXISTING DAMAGE. HTPC is not responsible for repairs to damages disclosed in its inspection. In addition, hidden damage may exist in concealed, obstructed or inaccessible areas. No attempt to remove siding, plastic or sheet rock, insulation, carpeting, paneling, etc. to search for hidden infestation/damage is made. HTPC cannot guarantee that infestation/damage disclosed by the floor-level visual inspection of the premises shown above represents the entirety of the infestation/damage which may exist as of the date of the initial control application. HTPC shall not be responsible for repair of any existing damage, including without limitation, any damage that existed in areas or in structural members, which were not accessible for visual inspection as of the date of inspection. It is advisable that a qualified building expert inspect the property to determine what effect, if any, the infestation/damage has upon the structural integrity of the property.

9. FUTURE DAMAGE. Customer understands that HTPC is not responsible for and does not guarantee against present and future damage to the building or contents, or provide for the repair or replacement thereof. This Contract does not guarantee, and HTPC does not represent, that covered insects will not return to the property.

10. DISCLOSURE. Prior to such treatment, the Customer or its Agent must divulge any information concerning hidden plenum air spaces, crawl spaces, air ducts (underground or embedded in the slab), wells or cisterns (including those existing on adjacent properties), concealed pipes or cables, water-proofing installation, a high water table, dampness or moisture conditions, or any other conditions that may contribute to the pollution of the environment. Failure by Customer or its Agent, prior to treatment by HTPC, to divulge such information to HTPC, forever and fully releases HTPC from any and all liability arising out of such treatment.

11. ADDITIONS/ALTERATIONS. In the event the premises are structurally modified, altered or otherwise changed, or if soil is removed or added around the foundation, or if HTPC treatments are disturbed, Customer will notify HTPC prior to such event and will purchase the additional periodic service treatment required by the change incurred. Rejection of additional charges terminates this Contract automatically. The failure of HTPC to notice any such changes does not release Customer from the obligations set forth in this paragraph.

This Contract does not cover detached garages, tool sheds, fences, or other outbuildings, unless specifically itemized in this Contract.

12. NON-PAYMENT. Customer will pay HTPC's invoices upon receipt. HTPC may terminate this Contract if payment is not received within thirty (30) days of the date of the invoice. In the event legal action is necessary to collect any amount due HTPC, HTPC shall be entitled to recover from Customer all reasonable costs of collection, including reasonable attorney's fees and expenses, in addition to any outstanding amount due HTPC. In addition, interest at the rate of 1.5% per month, being 18% annually or the highest rate allowed by applicable law will be assessed on any past due amounts owed by Customer until paid. This Contract and any extension of its term will be effective only upon payment of the charges as provided herein.

13. TERMINATION. HTPC's liability under this Contract will terminate and HTPC will be excused from the performance of any obligations under this Contract should 1) Customer allow another pest control operator and/or company to treat the subject structure(s) during any term hereof, 2) Customer utilize any home remedy products, "do-it-yourself" products, over-the-counter products or any chemicals to eradicate bed bugs, termites, insects, spiders, beetles or rodents that could cause a negative resolution or chemical reaction, or 3) HTPC be prevented or delayed from fulfilling its responsibilities under the terms of this Contract by reasons or circumstances reasonably beyond HTPC's control, including, but not limited to, acts of war, whether declared or undeclared, acts of any duly constituted government authority, strikes, acts of God, or refusal of Customer to allow HTPC access to the structure(s) for the purpose of treatment or carrying out the terms and conditions of this Contract.

14. ENTIRE CONTRACT. This Contract, together with any attachment(s), if any, signed by HTPC and Customer, constitutes the entire CONTRACT between the parties, and no other representation or statements, whether oral or written, will be binding upon the parties.

15. NOTICE OF CLAIMS, ACCESS TO PROPERTY. Any claim under the terms of the Contract must be made immediately in writing to HTPC. HTPC is only obligated to perform under this Contract if Customer allows HTPC access to the identified structure for any purpose contemplated by the Contract, including but not limited to re-inspection, whether the inspection was requested or considered necessary by Customer or required by the Contract and requested or considered necessary by HTPC.

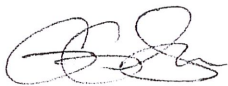
16. SEVERABILITY. If any part of this Contract is held to be invalid or unenforceable for any reason, the remaining terms and conditions of this Contract will remain in full force and effect.

17. TRANSFERABILITY. This Contract will terminate upon transfer of ownership of the described structure(s). However, HTPC, at its discretion, may transfer the Contract to a new purchaser within 30-days of purchase.

18. SPECIFIC EXCLUSIONS. The Contract does not cover and HTPC will not be responsible for:

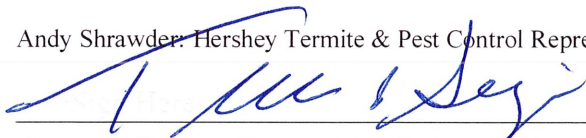
- 1) Damage resulting from moist conditions, including but not limited to fungus or mold, whether visible or not;
- 2) Damage resulting from any wood destroying organisms;
- 3) Expenses related to the replacement of linens, upholstery, furniture, mattress(es), soiling or related costs;
- 4) Expenses related to medical evaluation or treatment for bites associated with pest(s);
- 5) Damages or expenses for any claim of personal injury related to an infestation of pest(s);
- 6) Loss of income claimed to be related to any pest bites or associated illnesses;

19. CHEMICAL SENSITIVITY. If Customer or other occupants of the structure(s), or adjacent buildings, believe they are or may be sensitive to pesticides or their odors, or if Customer or other occupants have consulted with a medical doctor, or other healthcare provider, regarding such sensitivity, Customer must notify HTPC in writing, in advance of treatment of the structure(s). HTPC reserves the right, upon receipt of such notification, to deny or terminate service. Failure to provide such notification represents Customer's assumption of risk and waiver of any claims against HTPC in connection with such sensitivity.



Andy Shrawder: Hershey Termite & Pest Control Representative

Date: 5/24/22



May 8, 2023

Customer: Derry Township School District (HMC)

Date:

Ph : (717) 598-8888

Email: HersheyPestControl@msn.com

www.HersheyPestControl.com





## **EDUCATIONAL INSTITUTION AGREEMENT**

This EDUCATIONAL INSTITUTION Agreement (hereinafter "Agreement") is entered into this 15th day of March, 2023, by and between **Derry Township School District** located at 30 E. Granada Ave. Hershey, PA 17033, referred to in this Agreement as "EDUCATIONAL INSTITUTION," and Maxim Healthcare Services, Inc., a Maryland Corporation including its affiliates and subsidiaries, with an office located at 2550 Interstate Dr, Ste 200 Harrisburg, PA 17110 referred to in this Agreement as "MAXIM."

### **RECITALS**

**WHEREAS**, EDUCATIONAL INSTITUTION operates a Public School District, as defined by State Law located in Pennsylvania and wishes to engage MAXIM to provide personnel to supplement EDUCATIONAL INSTITUTION's staff.

**WHEREAS**, MAXIM operates a healthcare staffing agency and employs licensed health care personnel to provide healthcare services to EDUCATIONAL INSTITUTION.

**THEREFORE**, in consideration of the above premises set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, and intending to be legally bound, EDUCATIONAL INSTITUTION and MAXIM hereby agree to the following terms and conditions.

### **ARTICLE 1. TERM OF AGREEMENT**

**Section 1.1 Term.** This Agreement will be in effect beginning March 15, 2023 for an initial term ending June 30, 2023 and will be automatically renewed at the end of the initial term for periods of one year (each a "renewal term") unless otherwise terminated.

**Section 1.2 Termination.** Either party may terminate this Agreement at any time, with or without cause, by providing at least ninety (90) days advance written notice of the termination date to the other party. Such termination will have no effect upon the rights and obligations resulting from any transactions occurring prior to the effective date of the termination.

### **ARTICLE 2. RESPONSIBILITIES OF MAXIM**

#### **Section 2.1 Services.**

- A. **Supplemental Staffing Service(s).** MAXIM will, upon request by EDUCATIONAL INSTITUTION, provide one or more licensed or certified healthcare providers (i.e. LPNs, RNs, and other various health services personnel) as specified by EDUCATIONAL INSTITUTION (collectively, "Personnel") for supplemental healthcare staffing services, subject to availability of qualified Personnel. Subject to the terms of Section 6.8 of this Agreement, to the extent that MAXIM is unable to provide the type of healthcare provider requested by EDUCATIONAL INSTITUTION, MAXIM will provide, upon advance notice, EDUCATIONAL INSTITUTION with a higher skilled healthcare provider. MAXIM must, however, bill that higher skilled provider at that provider's fair market value rate.
- B. **Distance Learning Service(s).** EDUCATIONAL INSTITUTION may request MAXIM Personnel to provide services off-site, including, but not limited to remote services and/or in-home services at a student's location ("Distance Learning Service(s)") due to EDUCATIONAL INSTITUTION closings and/or delays.

- C. **Manage Care.** Services will be determined by the EDUCATIONAL INSTITUTION as directed by the student's Individualized Health Plan (IHP). The requirements of the IHP, and any associated medical care, will be communicated to MAXIM personnel. MAXIM, at the request of the EDUCATIONAL INSTITUTION, may assist in obtaining information from prescribing physicians and/or parents/legal guardians on an as needed basis.

**Section 2.2 Personnel.** MAXIM will supply EDUCATIONAL INSTITUTION with Personnel who meet the following criteria and will provide evidence of the following to EDUCATIONAL INSTITUTION upon written request:

- 1) Possess current state license/registration and/or certification.
- 2) Possess CPR certification, as requested in writing by EDUCATIONAL INSTITUTION to comply with applicable law.
- 3) Completed pre-employment physical as requested in writing by EDUCATIONAL INSTITUTION to comply with applicable law.
- 4) Possess proof of pre-employment screening to include: (a) TB skin test, TB Symptoms Screening, or chest X-ray as required by law, (b) criminal background check(s), (c) drug screenings, as requested in writing, and (d) anything additional as required by the Agreement.
- 5) Possess a preferred one (1) year of relevant professional experience and a preferred one (1) year of specialty experience.
- 6) If applicable, possess current skills competency to include, (i) RN verified demonstration of skills, verified work history, and as requested, and provided by the EDUCATIONAL INSTITUTION, written exam
- 7) Completed MAXIM standard Compliance Training
- 8) Completed MAXIM standard OSHA and privacy training.

**Section 2.3 Insurance.** MAXIM will maintain (at its sole expense), or require the individuals it provides under this Agreement to maintain, valid policies of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate, covering negligent acts or omissions which may give rise to liability for services provided under this Agreement. MAXIM will provide a certificate of insurance evidencing such coverage upon request by EDUCATIONAL INSTITUTION. MAXIM will ensure that the EDUCATIONAL INSTITUTION is named as an additional insured under any such policy. MAXIM will provide evidence of Workers' compensation insurance with statutory limits, as required by the state in which the Work is to be performed, and employer's liability insurance with limits of not less than \$100,000.

**Section 2.4 Use of Independent Contractors and Subcontractors.** Personnel provided to EDUCATIONAL INSTITUTION are employees of MAXIM and are subject to MAXIM'S standard screening process, as well as additional qualifications as required in this Agreement. If MAXIM deems it necessary to obtain the services of a subcontractor to fulfill its requirements under this Agreement, MAXIM may subcontract this Agreement, in whole or in part, to an entity owned by or under common control with MAXIM or in connection with any acquisition of all of the assets or capital stock of a party. MAXIM will ensure that any subcontractor will comply with all applicable terms of this Agreement. MAXIM will provide written notification to EDUCATIONAL INSTITUTION if it becomes necessary for MAXIM to utilize independent contractors to fulfill its staffing obligations to EDUCATIONAL INSTITUTION. Any Personnel provided to EDUCATIONAL INSTITUTION by an independent contractor will be subject to the same qualifications as MAXIM employees.

**Section 2.5 Employment and Taxes.** MAXIM will follow its standard employment policies and procedures to verify that all Personnel meet applicable licensing requirements.



MAXIM, or its subcontractor if applicable, will maintain direct responsibility as employer for the payment of wages and other compensation, and for any applicable mandatory withholdings and contributions such as federal, state, and local income taxes, social security taxes, worker's compensation, and unemployment insurance. EDUCATIONAL INSTITUTION shall be responsible for any sales tax, gross receipts tax, excise tax or other state taxes applicable to the Services provided by MAXIM.

**Section 2.6 Timekeeping.** MAXIM reserves the right to utilize any automated or electronic timekeeping software or systems for the provision of Services and is not required or mandated to use paper-based timekeeping record keeping unless otherwise required by applicable law(s).

### **ARTICLE 3. RESPONSIBILITIES OF EDUCATIONAL INSTITUTION**

**Section 3.1 Responsibility for Student Care.** EDUCATIONAL INSTITUTION retains full authority and responsibility for professional and medical management of care for each of its students, for developing and providing Individualized Healthcare Plans (IHPs) for its student(s) (IHPs shall include, but not be limited to: Equipment Plan, Emergency Plan, Transportation Plan, Medication Management)(collectively "Protocol(s)"). EDUCATIONAL INSTITUTION's responsibilities include, but are not limited to Protocol(s) for how Service(s) will be provided, including, but not limited to: Protocol(s) itself and compliance with Documentation processes and requirements, Free Appropriate Public Education (FAPE) guidelines, , and any other applicable federal or state law and guidelines; Protocol(s) instruction(s) provided to MAXIM Personnel, additionally provided pursuant to Section 3.2; and compliance with Section 3.13, Section 3.14, and Section 7.2 to the extent applicable.

**Responsibility for Distance Learning Service(s).** EDUCATIONAL INSTITUTION retains full authority and responsibility for directing the Distance Learning Service(s). Additionally, EDUCATIONAL INSTITUTION retains full authority, responsibility, and oversight over any applicable Protocol(s) for how Service(s) will be provided, including, but not limited to: Protocol(s) itself and compliance with the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH), Family Educational Rights and Privacy Act ("FERPA"), and any other applicable federal or state law and guidelines; Protocol(s) instruction(s) provided to MAXIM Personnel, additionally provided pursuant to Orientation requirement(s); and compliance with Work Environment, Supplies, and Data Security requirement(s).

**Section 3.2 Orientation.** EDUCATIONAL INSTITUTION will promptly provide MAXIM Personnel with an adequate and timely orientation to EDUCATIONAL INSTITUTION. EDUCATIONAL INSTITUTION shall review instructions regarding the student's IHP, compliance with confidentiality rules and expectations, specific Exposure Control Plan(s) and Emergency Action Plan(s) and/or Protocol(s) of the EDUCATIONAL INSTITUTION as it pertains to requirements for bloodborne pathogens, as well as any of the EDUCATIONAL INSTITUTION's specific policies and procedures provided to MAXIM for such purpose.

**Section 3.3 Requests for Personnel.** EDUCATIONAL INSTITUTION will use reasonable good faith efforts to request Personnel at least twenty-four (24) hours prior to reporting time in order to assure prompt arrival of assigned Personnel. All information regarding reporting time and assignment will be provided by EDUCATIONAL INSTITUTION at the time of the initial call.

**Section 3.4 Short-Notice Requests.** MAXIM will bill EDUCATIONAL INSTITUTION for the entire shift if an order for staff is made less than two (2) hour(s) prior to the start of the shift, as long as the Personnel report for work within a reasonable prompt period of time under existing conditions after receiving notice of the assignment.

**Section 3.5 Staff Order Cancellation.** If EDUCATIONAL INSTITUTION changes or cancels an order less than two (2) hours prior to the start of a shift, MAXIM will bill EDUCATIONAL INSTITUTION for two (2) hours at the established fee for each scheduled Personnel. MAXIM will be responsible for contacting MAXIM Personnel prior to reporting time.

**Section 3.6 Placement Fee.** For a period of twelve (12) months following that date on which MAXIM Personnel last worked a shift at EDUCATIONAL INSTITUTION, EDUCATIONAL INSTITUTION agrees that it will take no steps to recruit, hire or employ as its own employees or as a contractor those Personnel provided by MAXIM during the term of this Agreement. EDUCATIONAL INSTITUTION understands and agrees that MAXIM is not an employment agency and that Personnel are assigned to the EDUCATIONAL INSTITUTION to render temporary service(s) and are not assigned to become employed by the EDUCATIONAL INSTITUTION. The EDUCATIONAL INSTITUTION further acknowledges and agrees that there is a substantial investment in business related costs incurred by MAXIM in recruiting, training and employing Personnel, to include advertisement, recruitment, interviewing, evaluation, reference checks, training, and supervising Personnel. In the event that EDUCATIONAL INSTITUTION, or any affiliate, subsidiary, department, or division of EDUCATIONAL INSTITUTION hires, employs or solicits MAXIM Personnel, EDUCATIONAL INSTITUTION will be in breach of this Agreement. EDUCATIONAL INSTITUTION agrees to give MAXIM either (a) one hundred and eighty (180) days prior written notice of its intent to hire, or employ, continuing to staff Personnel through MAXIM for a minimum of thirty-six (36) hours per week through the one hundred and eighty (180) days notice period; OR (b) to pay MAXIM a placement fee equal to the greater of: five thousand dollars (\$5,000) or the sum of thirty percent (30%) of such Personnel's annualized salary (calculated as Weekday Hourly Bill Rate x 1,440 Hours x 30%).

**Section 3.7 Per Diem or Short Term Staff Non-Performance.** If EDUCATIONAL INSTITUTION concludes, in its sole discretion, that any Personnel provided by MAXIM have engaged in misconduct, or have been negligent, EDUCATIONAL INSTITUTION may require the Personnel to leave the premises and will notify MAXIM immediately in writing, providing in reasonable detail the reason(s) for such dismissal. EDUCATIONAL INSTITUTION'S obligation to compensate MAXIM for such Personnel's services will be limited to the number of hours actually worked. MAXIM will not reassign the individual to EDUCATIONAL INSTITUTION without prior approval of the EDUCATIONAL INSTITUTION.

**Section 3.8 Per Diem or Short Term Staff Right to Dismiss.** EDUCATIONAL INSTITUTION may request the dismissal of any MAXIM Personnel for any reason. EDUCATIONAL INSTITUTION agrees to notify MAXIM of any such action immediately in writing, providing in reasonable detail the reason(s) for such dismissal. EDUCATIONAL INSTITUTION shall be obligated to compensate MAXIM for all Personnel hours worked prior to dismissal.

**Section 3.9 Assignment Confirmation.** MAXIM may cancel the remaining term of an assignment with notification to EDUCATIONAL INSTITUTION. MAXIM will use

commercially reasonable efforts to promptly provide a qualified replacement for such cancelled Personnel.

**Section 3.10 Assignment Cancellation for Convenience.** EDUCATIONAL INSTITUTION agrees to utilize Personnel for the specified period of time, agreed upon by both parties. Should EDUCATIONAL INSTITUTION staffing needs change and EDUCATIONAL INSTITUTION wishes to cancel Personnel already being utilized, EDUCATIONAL INSTITUTION must give MAXIM thirty (30) days' notice before cancellation date. EDUCATIONAL INSTITUTION will compensate MAXIM 50% of the uncompleted portion of the original assignment period.

**Section 3.11 Insurance.** EDUCATIONAL INSTITUTION will maintain at its sole expense valid policies of general and professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate covering the acts or omissions of its employees, contractors and agents which may give rise to liability in connection with the Services under this Agreement. EDUCATIONAL INSTITUTION will give MAXIM prompt written notice of any material change in EDUCATIONAL INSTITUTION coverage. EDUCATIONAL INSTITUTION shall name MAXIM as an additional insured on its general liability policy.

**Section 3.12 Reporting Issues/Concerns..** EDUCATIONAL INSTITUTION may notify MAXIM's account representative of any issues or concerns with services provided by MAXIM PERSONNEL at any time. However, EDUCATIONAL INSTITUTION shall make commercially reasonable efforts to report any event or incident involving MAXIM Personnel within twenty-four (24) hours of the event. This includes, without limitation events involving claims of unprofessional conduct, improper cares or services, injuries or harm caused to MAXIM personnel or a student by and through the actions of MAXIM personnel. EDUCATIONAL INSTITUTION shall cooperate with MAXIM's efforts to review all issues or concerns reported to MAXIM and shall provide MAXIM with any related documentation, incident reports and detailed description of any investigation it may have complete. EDUCATIONAL INSTITUTION shall not interview or discuss the event with MAXIM Personnel without consent.

**Section 3.13 Work Environment.** EDUCATIONAL INSTITUTION will provide a clean and properly maintained workspace(s) for MAXIM to conduct the Service(s) that will enable MAXIM to safely provide Services to Student(s). EDUCATIONAL INSTITUTION will provide furniture at its sole risk to include, but not limited to, tables and chairs, and allow MAXIM Personnel reasonable access to telephones for business use. MAXIM will not be responsible for the proper maintenance of any property supplied by EDUCATIONAL INSTITUTION.

**Section 3.14 Medical Supplies.** EDUCATIONAL INSTITUTION will either (i) supply all necessary medical supplies to be used in administering and/or providing Services to Recipients, including, but not limited to gloves and other PPE, disinfecting wipes, and waste disposal container(s) with proper plastic lining(s) ("Supplies") to MAXIM Personnel, or (ii) cost of Supplies will be billed as pass-through to EDUCATIONAL INSTITUTION either as line-item invoice item(s) or as built-in cost in rate(s). EDUCATIONAL INSTITUTION shall be responsible for disposing of all medical waste and biohazard produced by the Screening(s) and will comply with all applicable local, state, and federal rules, regulations and laws governing such disposal. Additionally, should adequate Supplies become unavailable, MAXIM will not be required to provide Services pursuant to this Agreement and shall have no liability whatsoever

to EDUCATIONAL INSTITUTION or any third Party as a result of its failure or inability to do so.

#### **ARTICLE 4. MUTUAL RESPONSIBILITIES**

**Section 4.1 Non-discrimination.** Neither MAXIM nor EDUCATIONAL INSTITUTION will discriminate on the basis of age, race, color, national origin, religion, sex, disability, being a qualified disabled veteran, being a qualified veteran of the Vietnam era, or any other category protected by law.

#### **ARTICLE 5. COMPENSATION**

**Section 5.1 Invoicing.** MAXIM will supply Personnel under this Agreement at the rates listed in the Attachment(s). MAXIM will submit invoices to EDUCATIONAL INSTITUTION at chosen schedule below:

- ☐ Weekly  
☐ Bi-weekly  
☒ Monthly

Invoice will be for Personnel provided to EDUCATIONAL INSTITUTION during the preceding timeframe. Invoices shall be submitted to the following address:

**Derry Township School District  
30 E. Granada Ave  
Hershey, PA 17033  
ATTN: Accounts Payable**

**Section 5.2 Payment.** All amounts due to MAXIM are due and payable within thirty (30) days from date of invoice. EDUCATIONAL INSTITUTION will send all payments to the address set forth on the invoice.

**Section 5.3 Late Payment.** Payments not received within forty-five (45) days from the applicable invoice date will accumulate interest, until paid, at the rate of one and one-half percent (1.5%) per month on the unpaid balance, equating to an annual percentage rate of eighteen percent (18%), or the maximum rate permitted by applicable law, whichever is less.

**Section 5.4 Rate Change.** MAXIM will provide EDUCATIONAL INSTITUTION at least thirty (30) days advance written notice of any change in rates.

**Section 5.5 Annual Rate Increases.** EDUCATIONAL INSTITUTION agrees to and accepts annual rate increases at the percentage listed on Attachment A of this Agreement.

#### **ARTICLE 6. GENERAL TERMS**

**Section 6.1 Independent Contractors.** MAXIM and EDUCATIONAL INSTITUTION are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither MAXIM nor EDUCATIONAL INSTITUTION nor any of their respective agents or employees shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.

**Section 6.2 Assignment.** Neither party may assign this Agreement without the prior written consent of the other party, and such consent will not be unreasonably withheld. No such consent will be required for assignment to an entity owned by or under common control with assignor or in connection with any acquisition of all of the



assets or capital stock of a party; provided however, the assigning party will provide notice of such transaction to the other party and remain fully responsible for compliance with all of the terms of this Agreement.

### **Section 6.3 Indemnification.**

MAXIM shall indemnify, defend and hold harmless the EDUCATIONAL INSTITUTION, elected and appointed directors, officers, employees, agents and volunteers ("EDUCATIONAL INSTITUTION Indemnitees") for negligent acts, errors, or omissions of MAXIM or its employees, agents, and/or subcontractors, for services performed under this Agreement, and to the extent that passive and/or vicarious liability for such negligent acts, errors or omissions is imposed upon the EDUCATIONAL INSTITUTION Indemnitees in a claim or suit, up to the applicable state cap(s) for healthcare services. No indemnity shall be provided by MAXIM for any liability imposed upon the EDUCATIONAL INSTITUTION Indemnitees arising from their sole negligence, and/or willful misconduct.

EDUCATIONAL INSTITUTION shall indemnify, defend and hold harmless MAXIM, its employees, agents and subcontractors ("MAXIM Indemnitees") for negligent acts, errors, or omissions of the EDUCATIONAL INSTITUTION or its employees, agents, and/or subcontractors, and to the extent that passive and/or vicarious liability for such negligent acts, errors or omissions is imposed upon the MAXIM Indemnitees in a claim or suit. No indemnity shall be provided by the EDUCATIONAL INSTITUTION for any liability imposed upon the MAXIM Indemnitees for their concurrent negligence, active negligence, sole negligence, and/or willful misconduct. Notwithstanding the above, if EDUCATIONAL INSTITUTION is a public agency subject to immunity under state or federal law, it agrees to indemnify MAXIM pursuant to the above up to applicable state law limit(s).

**Section 6.4 Attorneys' Fees.** In the event either party is required to obtain legal assistance to enforce its rights under this Agreement, or to collect any monies due to such party for services provided, the prevailing party shall be entitled to receive from the other party, in addition to all other sums due, reasonable attorney's fees, court costs and expenses, if any, incurred enforcing its rights and/or collecting its monies.

**Section 6.5 Notices.** Any notice or demand required under this Agreement will be in writing; will be personally served or sent by certified mail, return receipt requested, postage prepaid, or by a recognized overnight carrier which provides proof of receipt; and will be sent to the addresses below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party.

Derry Township School District  
30 E. Granada Ave  
Hershey, PA 17033  
ATTN: Accounts Payable

Maxim Healthcare Services, Inc.  
7227 Lee DeForest Drive  
Columbia, MD 21046  
ATTN: Contracts Department

COPY TO:  
Maxim Healthcare Services, Inc.  
2550 Interstate Dr, Ste 200  
Harrisburg, PA 17110  
ATTN: **Contact Name**

**Section 6.6 Headings.** The headings of sections and subsections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.

**Section 6.7 Entire Contract; Counterparts.** This Agreement constitutes the entire contract between EDUCATIONAL INSTITUTION and MAXIM regarding the services to be provided hereunder. Any agreements, promises, negotiations, or representations

not expressly set forth in this Agreement are of no force or effect. This Agreement may be executed in any number of counterparts, each of which will be deemed to be the original, but all of which shall constitute one and the same document. No amendments to this Agreement will be effective unless made in writing and signed by duly authorized representatives of both parties except as provided in Section 6.9.

**Section 6.8 Availability of Personnel.** The parties agree that MAXIM'S duty to supply Personnel on request of EDUCATIONAL INSTITUTION is subject to the availability of qualified MAXIM Personnel. The failure of MAXIM to provide Personnel or the failure of EDUCATIONAL INSTITUTION to request Personnel shall result in no penalty to EDUCATIONAL INSTITUTION or any party claiming by or through it and shall not constitute a breach of this Agreement. In instances where MAXIM is providing individual care for a student(s), MAXIM will make commercially reasonable efforts to ensure that student(s) care remain consistent.

**Section 6.9 Compliance with Laws.** MAXIM agrees that all services provided pursuant to this Agreement shall be performed in compliance with all applicable federal, state, and/or local rules and regulations. In the event that applicable federal, state or local laws and regulations or applicable accrediting body standards are modified, MAXIM reserves the right to notify EDUCATIONAL INSTITUTION in writing of any modifications to the Agreement in order to remain in compliance with such law, rule or regulation.

**Section 6.10 Severability.** In the event that one or more provision(s) of this Agreement is deemed invalid, unlawful and/or unenforceable, then only that provision will be omitted, and will not affect the validity or enforceability of any other provision; the remaining provisions will be deemed to continue in full force and effect.

**Section 6.11 Governing Law, Jurisdiction.** This Agreement will be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to its principles of conflict of laws. Any dispute or claim from this Agreement shall be resolved exclusively in the federal and state courts of the Commonwealth of Pennsylvania and the parties hereby irrevocably submit to the personal jurisdiction of said courts and waive all defenses thereto.

**Section 6.12 Limitation on Liability.** Neither MAXIM nor EDUCATIONAL INSTITUTION will be responsible for special, indirect, incidental, consequential, or other similar damages, including but not limited to lost profits, that the other party may incur or experience in connection with this Agreement or the services provided, however caused, even if such party has been advised of the possibility of such damages.

**Section 6.13 Incorporation of Recitals.** The recitals set forth at the top of this Agreement are incorporated by reference as if fully set forth herein.

**Section 6.14 Conflict of Interest.** By entering into this Agreement, the Parties agree that all conflicts of interest shall be disclosed to the other Party for review in accordance with that Party's policies and procedures. A conflict of interest occurs when an employee or Contractor has professional or personal interests that compete with his/her services to or on behalf of MAXIM or the EDUCATIONAL INSTITUTION, or the best interests of students. Such competing interests may make it difficult for an employee or Contractor to fulfill his or her duties impartially.

## **ARTICLE 7. CONFIDENTIALITY**

**Section 7.1 MAXIM/EDUCATIONAL INSTITUTION Information.** The parties recognize and acknowledge that, by virtue of entering into this Agreement and providing services hereunder, the parties will have access to certain information of the other party that is confidential and constitutes valuable, special, and unique property of the party. Each of the parties agrees that neither it nor his/her staff shall, at any time

either during or subsequent to the term of this Agreement, disclose to others, use, copy, or permit to be copied, except pursuant to his duties for or on behalf of the other party, any secret or confidential information of the party, including, without limitation, information with respect to the party's students, costs, prices, and treatment methods at any time used, developed or made by the party during the term of this Agreement and that is not available to the public, without the other party's prior written consent.

**Section 7.2 Terms of this Agreement.** Except for disclosure to his/her legal counsel, accountant or financial or other advisors/consultants neither party nor its respective staff shall disclose the terms of this Agreement to any person who is not a party or signatory to this Agreement, unless disclosure thereof is required by law or otherwise authorized by this Agreement. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide the party with the option of pursuing remedies for breach or immediate termination of this Agreement in accordance with the provisions stated herein.

**Section 7.3 Student Records/Data.** The parties recognize and acknowledge that, by virtue of entering into this Agreement, the parties will receive and exchange educational information, personal information and/or medical information regarding the students being served under this Agreement and that the access to, use of and disclosure of this information is governed and protected by various federal and state laws and regulations to include, without limitation, the Family Educational Rights and Privacy Act ("FERPA"), the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act ("HITECH").

EDUCATIONAL INSTITUTION will be responsible for establishing and overseeing all information and/or data security measures, which may be needed to maintain and protect the security of all computer systems, networks, files, data, and software related to the services under this Agreement. EDUCATIONAL INSTITUTION will be responsible for providing all education and training to MAXIM Personnel as it relates to EDUCATIONAL INSTITUTION's privacy and security processes, including, without limitation the EDUCATIONAL INSTITUTION's process and expectations for collecting, storing, securing, and transferring data collected under this Agreement. EDUCATIONAL INSTITUTION acknowledges and understands that in terms of Maxim Personnel placed in the EDUCATIONAL INSTITUTION's physical or technical environment for remote services, any Personally identifiable information ("PII") or Protected Health Information ("PHI") viewed, created, accessed, and/or stored by MAXIM Personnel would be done solely in the EDUCATIONAL INSTITUTION's technical environment.

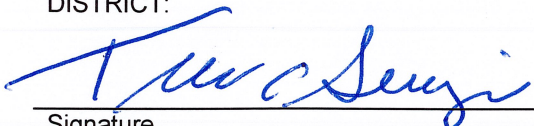
MAXIM will be responsible for establishing and overseeing all information and/or data security measures, which may be needed to maintain and protect the security of all computer systems, networks, files, data, and software related to the services under this Agreement. MAXIM will be responsible for providing all education and training to MAXIM Personnel as it relates to MAXIM's privacy and security processes, including, without limitation MAXIM's process and expectations for collecting, storing, securing, and transferring data collected under this Agreement.

**Section 7.4** If necessary, the parties agree to resist any effort to obtain access to such records or information in judicial proceedings, except such access as is expressly permitted by federal/state regulations.

**Section 7.5** The obligations set forth in this Section shall survive the termination of this Agreement.

EDUCATIONAL INSTITUTION and MAXIM have acknowledged their understanding of and agreement to the mutual promises written above by executing and delivering this Agreement as of the date set forth above.

DERRY TOWNSHIP SCHOOL  
DISTRICT:



Signature


Terence A. Singer, President, School Board

Printed Name & Title

May 8, 2023

Date

MAXIM HEALTHCARE SERVICES, INC.:



Signature

Kori Valentine Assistant Controller

Printed Name & Title

5/12/2023

Date



**ATTACHMENT A****Derry Township School District**

Charges will be based on the following hourly rate schedule effective 15th March 2023:

<b>Service</b>	<b>Rate (per hour)</b>
Hourly Licensed Practical Nurse (LPN)	\$ 60 per hour
Hourly Registered Nurse (RN)	\$ 60 per hour
Hourly Personal Care Assistant (PCA)	\$ 35 per hour

**Annual Rate Increase.** An annual rate increase of 2.5% will be added to each services type listed above every year on Effective Date.

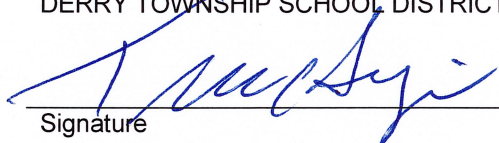
**Mileage.** Mileage will be charged at \$0.00 per mile.

**Orientation.** Rates listed above will be charged for all time spent in required EDUCATIONAL INSTITUTION orientation.

**Overtime.** Overtime rates are charged for all hours worked in excess of forty (40) per week or according to applicable state law. The overtime rate is one and one-half (1.5) times the regular billing rate for such hours.

DERRY TOWNSHIP SCHOOL DISTRICT:

MAXIM HEALTHCARE SERVICES, INC.:



Signature

Terence A. Singer, President, School Board

Printed Name & Title

May 8, 2023

Date



Signature

Kori Valentine, Assistant Controller

Printed Name & Title

5/12/2023

Date

Prepared By: Arsh Namdev  
 Customer Name: Hershey High School  
 Contract Term: 12 Months  
 Start Date: 4-JUL-2023  
 End Date: 3-JUL-2024  
 Billing Frequency: Annually

Customer Contact: Brendan Hensel  
 Title: School Counselor  
 Address: PO Box 898 Homestead Road  
 City: Hershey  
 State/Province: Pennsylvania  
 Zip Code: 17033-0898  
 Phone #: (717) 531-2244

Product Description	Quantity	Unit	Unit Price	Extended Price
<b>Initial Term 4-JUL-2023 - 3-JUL-2024</b>				
<b>License and Subscription Fees</b>				
Naviance AchieveWorks	Hershey High School	1,281.00	Students	USD 1,742.16
Naviance eDocs	Hershey High School	200.00	Students	USD 574.00
Naviance for High School	Hershey High School	1,281.00	Students	USD 4,521.93

License and Subscription Totals: **USD 6,838.09**

#### Quote Total

<b>Initial Term</b>	<b>4-JUL-2023 - 3-JUL-2024</b>
<b>Amount To Be Invoiced</b>	<b>USD 6,838.09</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at [https://www.powerschool.com/MSA\\_Feb2022/](https://www.powerschool.com/MSA_Feb2022/), as may be amended.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Hershey High School

Signature:

Signature:



Printed Name: Eric Shander

Printed Name: Terence A. Singer

Title: Chief Financial Officer

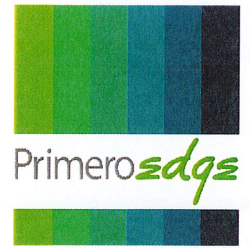
Title: President, School Board

Date: 6-DEC-2022

Date: May 8, 2023

PO Number: \_\_\_\_\_





# PROPOSAL

**CUSTOMER:**

Derry Township School District  
Attn: Gregory Hummel  
Phone: 717.531.2233  
ghummel@hershey.k12.pa.us

**CONTACT:**

Christina Gifford  
PrimeroEdge  
4422 Cypress Creek Parkway  
Suite 400  
Houston, TX 77068-3416  
  
Main: 281.453.8560  
Cell: 559.389.9255  
Christina.gifford@primeroedge.com

**PROPOSAL DATE:**

**April 4, 2023**





# PRICING

## SOFTWARE 2023-2024 Renewal

Product Description	Unit Price (\$)	Quantity	Extended Price (\$)
PrimeroEdge Central Office Software Annual Subscription License 2023/2024 School Year	\$995.00	1	\$995.00
PrimeroEdge Premium Front Office Software Annual Subscription Licenses for 2023/2024 School Year	795.00	4	3,180.00
Total:			4,175.00

Board approved 5/8/23  
Michelle Ague, Board Secretary

## Resolution Authorizing 2023-2024 Proposed Final Budget Display and Advertising

**RESOLVED**, by the Board of School Directors of Derry Township School District as follows:

The School District shall make the Proposed 2023-2024 Final Budget as presented to the

1. School Board on May 8, 2023 available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.
2. At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise a **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices and website.

I certify that the foregoing is a true and correct copy of the Resolution adopted by the Board of School Directors at a meeting there of legally held on May 8, 2023

DERRY TOWNSHIP SCHOOL DISTRICT

Michelle Ague, Board Secretary

Date: May 8, 2023

**FINAL GENERAL FUND BUDGET****PROPOSED FINAL BUDGET**

Fiscal Year 2023-2024

**General Fund Budget Approval****Date of Adoption of the General Fund Budget: 05/03/2023**

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**President of the Board - Original Signature Required**

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**Date**

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**Secretary of the Board - Original Signature Required**

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**Date**

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**Chief School Administrator - Original Signature Required**

---

**Date**

---

Sheryl Pursel

(717)534-2501

Extn :

---

**Contact Person**

---

**Telephone**

---

**Extension**

---

spursel@hershey.k12.pa.us

---

**Email Address**

**CERTIFICATION OF ESTIMATED ENDING FUND BALANCE  
FROM 2023-2024 GENERAL FUND BUDGET**

24 PS 6-688

(10/2010)

SCHOOL DISTRICT : Derry Township SD	COUNTY : Dauphin	AUN : 115221753
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No school district shall approve an increase in real property taxes unless it has adopted a budget that includes an estimated, ending unreserved undesignated fund balance (unassigned) less than the specified percentage of its total budgeted expenditures:

Total Budgeted Expenditures	Fund Balance % Limit (less than)
Less Than or Equal to \$11,999,999	12.0%
Between \$12,000,000 and \$12,999,999	11.5%
Between \$13,000,000 and \$13,999,999	11.0%
Between \$14,000,000 and \$14,999,999	10.5%
Between \$15,000,000 and \$15,999,999	10.0%
Between \$16,000,000 and \$16,999,999	9.5%
Between \$17,000,000 and \$17,999,999	9.0%
Between \$18,000,000 and \$18,999,999	8.5%
Greater Than or Equal to \$19,000,000	8.0%

Did you raise property taxes in SY 2023-2024 (compared to 2022-2023 )?

Yes ☒

No ☐

If yes, see information below, taken from the 2023-2024 General Fund Budget.

Total Budgeted Expenditures	\$75189723
Ending Unassigned Fund Balance	\$4571127
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	6.07%

The Estimated Ending Unassigned Fund Balance is within the allowable limits.

Yes ☒

No ☐

**I hereby certify that the above information is accurate and complete.**

SIGNATURE OF SUPERINTENDENT	DATE
-----------------------------	------

DUE DATE: AUGUST 15, 2023



**CERTIFICATION OF USE OF PDE-2028  
FOR PUBLIC INSPECTION OF 2023-2024 PROPOSED BUDGET**

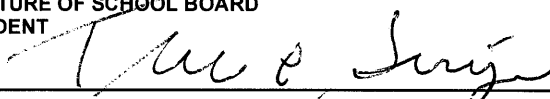
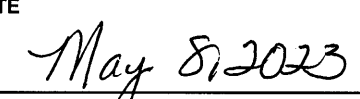
24 PS 6-687(a)(1)

(03/2006)

<b>School District Name :</b> Derry Township SD	<b>County :</b> Dauphin	<b>AUN Number :</b> 115221753
--	----------------------------	----------------------------------

Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

I hereby certify that the above information is accurate and complete.

<b>SIGNATURE OF SCHOOL BOARD PRESIDENT</b> 	<b>DATE</b> 
---	--

**DUE DATE:** IMMEDIATELY FOLLOWING  
ADOPTION OF PROPOSED  
FINAL GENERAL FUND BUDGET

<u>Val Number</u>	<u>Description</u>	<u>Justification</u>
8080	Ending Fund Balance Entry and Budgetary Reserve: If 0850 Estimated Ending Unassigned Fund Balance is not equal to 0, a justification must be entered below.	These funds will be used for unexpected expenditures or decrease in revenues that may arise during the year.
8150	Ending Fund Balance Entry and Budgetary Reserve: If 0830 Committed Fund Balance is not equal to 0, a justification must be entered below.	These funds are committed for Retirement Stabilization, Capital Reseve and Health Benefits.

ITEM	AMOUNTS	
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year		
0810 Nonspendable Fund Balance	256,749	
0820 Restricted Fund Balance		
0830 Committed Fund Balance	5,600,000	
0840 Assigned Fund Balance		
0850 Unassigned Fund Balance	5,009,642	
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year		<u>\$10,609,642</u>
Estimated Revenues And Other Financing Sources		
6000 Revenue from Local Sources	54,765,509	
7000 Revenue from State Sources	14,898,497	
8000 Revenue from Federal Sources	3,164,047	
9000 Other Financing Sources	1,923,155	
Total Estimated Revenues And Other Financing Sources		<u>\$74,751,208</u>
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation		<u>\$85,360,850</u>

LEA : 115221753     Derry Township SD

	<u>Amount</u>
<b>REVENUE FROM LOCAL SOURCES</b>	
6111 Current Real Estate Taxes	40,662,509
6112 Interim Real Estate Taxes	175,000
6113 Public Utility Realty Taxes	48,000
6114 Payments in Lieu of Current Taxes - State / Local	1,000,000
6140 Current Act 511 Taxes - Flat Rate Assessments	160,000
6150 Current Act 511 Taxes - Proportional Assessments	10,050,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	1,050,000
6500 Earnings on Investments	500,000
6700 Revenues from LEA Activities	155,000
6800 Revenues from Intermediary Sources / Pass-Through Funds	425,000
6910 Rentals	65,000
6940 Tuition from Patrons	300,000
6990 Refunds and Other Miscellaneous Revenue	175,000
<b>REVENUE FROM LOCAL SOURCES</b>	<b>\$54,765,509</b>
<b>REVENUE FROM STATE SOURCES</b>	
7111 Basic Education Funding-Formula	4,370,678
7112 Basic Education Funding-Social Security	1,249,348
7271 Special Education funds for School-Aged Pupils	1,662,989
7311 Pupil Transportation Subsidy	450,000
7312 Nonpublic and Charter School Pupil Transportation Subsidy	30,000
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	148,300
7330 Health Services (Medical, Dental, Nurse, Act 25)	70,000
7340 State Property Tax Reduction Allocation	850,227
7360 Safe Schools	288,739
7505 Ready to Learn Block Grant	225,559
7820 State Share of Retirement Contributions	5,552,657
<b>REVENUE FROM STATE SOURCES</b>	<b>\$14,898,497</b>
<b>REVENUE FROM FEDERAL SOURCES</b>	
8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	614,939
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	104,572
8517 NCLB, Title IV - 21St Century Schools	50,871
8749 Other CARES Act Funding	2,193,665
8810 School-Based Access Medicaid Reimbursement Program (SBAP) Reimbursements (Access)	200,000
<b>REVENUE FROM FEDERAL SOURCES</b>	<b>\$3,164,047</b>

LEA : 115221753     Derry Township SD

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	<u>Amount</u>
<b>OTHER FINANCING SOURCES</b>	
9390 Permanent Fund Transfers	1,848,155
9400 Sale of or Compensation for Loss of Fixed Assets	75,000
<b>OTHER FINANCING SOURCES</b>	<b>\$1,923,155</b>
<b>TOTAL ESTIMATED REVENUES AND OTHER SOURCES</b>	<b>74,751,208</b>

Act 1 Index (current): 4.1%

Calculation Method:	Rate	
Approx. Tax Revenue from RE Taxes:	\$40,662,509	
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>	
Total Approx. Tax Revenue:	\$41,512,736	
Approx. Tax Levy for Tax Rate Calculation:	\$42,342,583	
	Dauphin	Total

2022-23 Data		
a. Assessed Value	\$2,121,425,020	\$2,121,425,020
b. Real Estate Mills	19.4348	
I. 2023-24 Data		
c. 2021 STEB Market Value	\$2,978,046,312	\$2,978,046,312
d. Assessed Value	\$2,121,425,020	\$2,121,425,020
e. Assessed Value of New Constr/ Renov	\$0	\$0
2022-23 Calculations		
f. 2022-23 Tax Levy	\$41,229,471	\$41,229,471
(a * b)		
2023-24 Calculations		
g. Percent of Total Market Value	100.00000%	100.00000%
h. Rebalanced 2022-23 Tax Levy	\$41,229,471	\$41,229,471
(f Total * g)		
i. Base Mills Subject to Index	19.4348	
(h / a * 1000) if no reassessment		
(h / (d-e) * 1000) if reassessment		
Calculation of Tax Rates and Levies Generated		
j. Weighted Avg. Collection Percentage	98.00000%	98.00000%
k. Tax Levy Needed	\$42,342,583	\$42,342,583
(Approx. Tax Levy * g)		
I. 2023-24 Real Estate Tax Rate	19.9595	
(k / d * 1000)		
III. m. Tax Levy Generated by Mills	\$42,342,583	\$42,342,583
(I / 1000 * d)		
n. Tax Levy minus Tax Relief for Homestead Exclusions		\$41,492,356
(m - Amount of Tax Relief for Homestead Exclusions)		
o. Net Tax Revenue Generated By Mills		\$40,662,509
(n * Est. Pct. Collection)		

Act 1 Index (current): 4.1%

Calculation Method:	Rate	
Approx. Tax Revenue from RE Taxes:	\$40,662,509	
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>	
Total Approx. Tax Revenue:	\$41,512,736	
Approx. Tax Levy for Tax Rate Calculation:	\$42,342,583	
	Dauphin	Total

Index Maximums		
p. Maximum Mills Based On Index (i * (1 + Index))	20.2316	
q. Mills In Excess of Index (if (l > p), (l - p))	0.0000	
r. Maximum Tax Levy Based On Index (p / 1000 * d)	\$42,919,822	\$42,919,822
IV. s. Millage Rate within Index? (If l > p Then No)	Yes	
t. Tax Levy In Excess of Index (if (m > r), (m - r))	\$0	\$0
u. Tax Revenue In Excess of Index (t * Est. Pct. Collection)	\$0	\$0

Information Related to Property Tax Relief		
V. Assessed Value Exclusion per Homestead	\$8,024.00	
Number of Homestead/Farmstead Properties	5377	5377
Median Assessed Value of Homestead Properties		\$162,200

Act 1 Index (current): 4.1%

Calculation Method:	Rate
Approx. Tax Revenue from RE Taxes:	\$40,662,509
Amount of Tax Relief for Homestead Exclusions	<u>\$850,227</u>
Total Approx. Tax Revenue:	\$41,512,736
Approx. Tax Levy for Tax Rate Calculation:	\$42,342,583
	Dauphin
	Total

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$850,227	Lowering RE Tax Rate	\$0	\$850,227
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0			\$0
Amount of Tax Relief from State/Local Sources				\$850,227



CODE									
6111 <u>Current Real Estate Taxes</u>				<u>Amount of Tax Relief for Homestead Exclusions</u>		<u>Tax Levy Minus Homestead Exclusions</u>		<u>Net Tax Revenue Generated By Mills</u>	
<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</u>				<u>Percent Collected</u>		
Dauphin	2,121,425,020	19.9595	42,342,583				98.00000%		
Totals:	2,121,425,020		42,342,583	-	850,227	=	41,492,356	X	98.00000% = 40,662,509
				<u>Rate</u>				<u>Estimated Revenue</u>	
6120	<u>Current Per Capita Taxes, Section 679</u>			\$0.00				0	
6140	<u>Current Act 511 Taxes – Flat Rate Assessments</u>			<u>Rate</u>		<u>Add'l Rate (if appl.)</u>		<u>Tax Levy</u>	<u>Estimated Revenue</u>
6141	Current Act 511 Per Capita Taxes			\$0.00		\$0.00		0	0
6142	Current Act 511 Occupation Taxes – Flat Rate			\$0.00		\$0.00		0	0
6143	Current Act 511 Local Services Taxes			\$5.00		\$0.00		160,000	160,000
6144	Current Act 511 Trailer Taxes			\$0.00		\$0.00		0	0
6145	Current Act 511 Business Privilege Taxes – Flat Rate			\$0.00		\$0.00		0	0
6146	Current Act 511 Mechanical Device Taxes – Flat Rate			\$0.00		\$0.00		0	0
6149	Current Act 511 Taxes, Other Flat Rate Assessments			\$0.00		\$0.00		0	0
Total Current Act 511 Taxes – Flat Rate Assessments								160,000	160,000
6150	<u>Current Act 511 Taxes – Proportional Assessments</u>			<u>Rate</u>		<u>Add'l Rate (if appl.)</u>		<u>Tax Levy</u>	<u>Estimated Revenue</u>
6151	Current Act 511 Earned Income Taxes			0.500%		0.000%		5,700,000	5,700,000
6152	Current Act 511 Occupation Taxes			250.0000		0.000		1,950,000	1,950,000
6153	Current Act 511 Real Estate Transfer Taxes			0.500%		0.000%		1,000,000	1,000,000
6154	Current Act 511 Amusement Taxes			0.500%		0.000%		1,400,000	1,400,000
6155	Current Act 511 Business Privilege Taxes			0.000		0.000		0	0
6156	Current Act 511 Mechanical Device Taxes – Percentage			0.000%		0.000%		0	0
6157	Current Act 511 Mercantile Taxes			0.000		0.000		0	0
6159	Current Act 511 Taxes, Other Proportional Assessments			0		0		0	0
Total Current Act 511 Taxes – Proportional Assessments								10,050,000	10,050,000
Total Act 511, Current Taxes									10,210,000
Act 511 Tax Limit -->						2,978,046,312 X		12	35,736,556
						Market Value		Mills	(511 Limit)

Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2022-23 (Rebalanced)	2023-24				2022-23 (Rebalanced)	2023-24		
6111	<u>Current Real Estate Taxes</u>									
	Dauphin	19.4348	19.9595	2.70%	Yes	4.1%				
	<u>Current Act 511 Taxes – Flat Rate Assessments</u>									
6143	Current Act 511 Local Services Taxes	\$5.00	\$5.00	0.00%	Yes	4.1%				
	<u>Current Act 511 Taxes – Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	4.1%				
6152	Current Act 511 Occupation Taxes	250.0000	250.0000	0.00%	Yes	4.1%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	4.1%				
6154	Current Act 511 Amusement Taxes	0.500%	0.500%	0.00%	Yes	4.1%				

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<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
1100 Regular Programs - Elementary / Secondary	31,624,112
1200 Special Programs - Elementary / Secondary	9,449,649
1300 Vocational Education	1,670,470
1400 Other Instructional Programs - Elementary / Secondary	140,400
1700 Higher Education Programs for Secondary Students	150,000
<b>Total Instruction</b>	<b>\$43,034,631</b>
<b>2000 Support Services</b>	
2100 Support Services - Students	2,275,682
2200 Support Services - Instructional Staff	2,989,982
2300 Support Services - Administration	4,422,958
2400 Support Services - Pupil Health	1,136,900
2500 Support Services - Business	927,156
2600 Operation and Maintenance of Plant Services	6,957,249
2700 Student Transportation Services	3,432,135
2800 Support Services - Central	2,003,200
2900 Other Support Services	53,000
<b>Total Support Services</b>	<b>\$24,198,262</b>
<b>3000 Operation of Non-Instructional Services</b>	
3200 Student Activities	1,749,795
3300 Community Services	16,272
<b>Total Operation of Non-Instructional Services</b>	<b>\$1,766,067</b>
<b>5000 Other Expenditures and Financing Uses</b>	
5100 Debt Service / Other Expenditures and Financing Uses	290,000
5200 Interfund Transfers - Out	5,900,763
<b>Total Other Expenditures and Financing Uses</b>	<b>\$6,190,763</b>
<b>Total Estimated Expenditures and Other Financing Uses</b>	<b>\$75,189,723</b>

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<u>Description</u>	<u>Amount</u>
<b>1000 Instruction</b>	
<b>1100 <u>Regular Programs - Elementary / Secondary</u></b>	
100 Personnel Services - Salaries	16,506,430
200 Personnel Services - Employee Benefits	11,751,316
300 Purchased Professional and Technical Services	770,717
400 Purchased Property Services	505,681
500 Other Purchased Services	986,118
600 Supplies	997,486
700 Property	30,704
800 Other Objects	75,660
<b>Total Regular Programs - Elementary / Secondary</b>	<b>\$31,624,112</b>
<b>1200 <u>Special Programs - Elementary / Secondary</u></b>	
100 Personnel Services - Salaries	4,119,281
200 Personnel Services - Employee Benefits	2,836,159
300 Purchased Professional and Technical Services	1,753,125
400 Purchased Property Services	250
500 Other Purchased Services	646,200
600 Supplies	89,284
800 Other Objects	5,350
<b>Total Special Programs - Elementary / Secondary</b>	<b>\$9,449,649</b>
<b>1300 <u>Vocational Education</u></b>	
100 Personnel Services - Salaries	600,449
200 Personnel Services - Employee Benefits	448,376
300 Purchased Professional and Technical Services	800
400 Purchased Property Services	3,200
500 Other Purchased Services	578,158
600 Supplies	33,737
800 Other Objects	5,750
<b>Total Vocational Education</b>	<b>\$1,670,470</b>
<b>1400 <u>Other Instructional Programs - Elementary / Secondary</u></b>	
100 Personnel Services - Salaries	36,399
200 Personnel Services - Employee Benefits	19,026
300 Purchased Professional and Technical Services	65,000
500 Other Purchased Services	4,000
600 Supplies	12,600
800 Other Objects	3,375
<b>Total Other Instructional Programs - Elementary / Secondary</b>	<b>\$140,400</b>
<b>1700 <u>Higher Education Programs for Secondary Students</u></b>	
500 Other Purchased Services	150,000
<b>Total Higher Education Programs for Secondary Students</b>	<b>\$150,000</b>
<b>Total Instruction</b>	<b>\$43,034,631</b>
<b>2000 Support Services</b>	
<b>2100 <u>Support Services - Students</u></b>	
100 Personnel Services - Salaries	1,289,144

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<u>Description</u>		<u>Amount</u>
200	Personnel Services - Employee Benefits	915,760
300	Purchased Professional and Technical Services	32,175
500	Other Purchased Services	2,500
600	Supplies	33,316
800	Other Objects	2,787
<b>Total Support Services - Students</b>		<b>\$2,275,682</b>
<b>2200 <u>Support Services - Instructional Staff</u></b>		
100	Personnel Services - Salaries	1,726,837
200	Personnel Services - Employee Benefits	1,098,561
300	Purchased Professional and Technical Services	60,805
400	Purchased Property Services	1,795
500	Other Purchased Services	14,170
600	Supplies	79,250
800	Other Objects	8,564
<b>Total Support Services - Instructional Staff</b>		<b>\$2,989,982</b>
<b>2300 <u>Support Services - Administration</u></b>		
100	Personnel Services - Salaries	2,188,210
200	Personnel Services - Employee Benefits	1,569,235
300	Purchased Professional and Technical Services	363,245
400	Purchased Property Services	32,338
500	Other Purchased Services	60,717
600	Supplies	81,556
700	Property	75,614
800	Other Objects	52,043
<b>Total Support Services - Administration</b>		<b>\$4,422,958</b>
<b>2400 <u>Support Services - Pupil Health</u></b>		
100	Personnel Services - Salaries	665,234
200	Personnel Services - Employee Benefits	453,696
300	Purchased Professional and Technical Services	2,695
400	Purchased Property Services	2,006
600	Supplies	11,819
700	Property	500
800	Other Objects	950
<b>Total Support Services - Pupil Health</b>		<b>\$1,136,900</b>
<b>2500 <u>Support Services - Business</u></b>		
100	Personnel Services - Salaries	503,587
200	Personnel Services - Employee Benefits	339,191
400	Purchased Property Services	14,378
600	Supplies	47,000
700	Property	23,000
<b>Total Support Services - Business</b>		<b>\$927,156</b>
<b>2600 <u>Operation and Maintenance of Plant Services</u></b>		
100	Personnel Services - Salaries	2,192,829
200	Personnel Services - Employee Benefits	1,545,760
300	Purchased Professional and Technical Services	156,792

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<u>Description</u>		<u>Amount</u>
400	Purchased Property Services	973,024
500	Other Purchased Services	294,100
600	Supplies	1,703,017
700	Property	54,402
800	Other Objects	37,325
<b>Total Operation and Maintenance of Plant Services</b>		<b>\$6,957,249</b>
<b>2700 <u>Student Transportation Services</u></b>		
100	Personnel Services - Salaries	1,387,062
200	Personnel Services - Employee Benefits	998,423
300	Purchased Professional and Technical Services	8,167
400	Purchased Property Services	20,563
500	Other Purchased Services	638,650
600	Supplies	241,700
700	Property	134,660
800	Other Objects	2,910
<b>Total Student Transportation Services</b>		<b>\$3,432,135</b>
<b>2800 <u>Support Services - Central</u></b>		
100	Personnel Services - Salaries	572,184
200	Personnel Services - Employee Benefits	427,168
300	Purchased Professional and Technical Services	123,196
500	Other Purchased Services	179,675
600	Supplies	573,162
700	Property	127,815
<b>Total Support Services - Central</b>		<b>\$2,003,200</b>
<b>2900 <u>Other Support Services</u></b>		
500	Other Purchased Services	53,000
<b>Total Other Support Services</b>		<b>\$53,000</b>
<b>Total Support Services</b>		<b>\$24,198,262</b>
<b>3000 Operation of Non-Instructional Services</b>		
<b>3200 <u>Student Activities</u></b>		
100	Personnel Services - Salaries	912,750
200	Personnel Services - Employee Benefits	210,929
300	Purchased Professional and Technical Services	210,082
400	Purchased Property Services	64,400
500	Other Purchased Services	105,481
600	Supplies	153,838
700	Property	50,700
800	Other Objects	41,615
<b>Total Student Activities</b>		<b>\$1,749,795</b>
<b>3300 <u>Community Services</u></b>		
100	Personnel Services - Salaries	7,679
200	Personnel Services - Employee Benefits	1,093
700	Property	7,500

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<u>Description</u>	<u>Amount</u>
Total Community Services	\$16,272
Total    Operation of Non-Instructional Services	\$1,766,067
5000 Other Expenditures and Financing Uses	
5100 <u>Debt Service / Other Expenditures and Financing Uses</u>	
900 Other Uses of Funds	290,000
Total Debt Service / Other Expenditures and Financing Uses	\$290,000
5200 <u>Interfund Transfers - Out</u>	
900 Other Uses of Funds	5,900,763
Total Interfund Transfers - Out	\$5,900,763
Total    Other Expenditures and Financing Uses	\$6,190,763
TOTAL EXPENDITURES	\$75,189,723

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<u>Cash and Short-Term Investments</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
General Fund	14,940,000	14,750,000
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431	6,312,126	6,000,000
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund	450,000	425,000
Child Care Operations Fund		
Other Enterprise Funds	1,375,000	1,325,000
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund	192,475	190,000
Other Agency Fund		
Permanent Fund		
<b>Total Cash and Short-Term Investments</b>	<b>\$23,269,601</b>	<b>\$22,690,000</b>

<u>Long-Term Investments</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		



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<u>Long-Term Investments</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
Permanent Fund		
Total Long-Term Investments		
TOTAL CASH AND INVESTMENTS	\$23,269,601	\$22,690,000

Long-Term Indebtedness	06/30/2023 Estimate	06/30/2024 Projection
General Fund		
0510 Bonds Payable	16,053,172	13,860,172
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations	627,351	300,635
0540 Accumulated Compensated Absences	1,303,068	1,303,068
0550 Authority Lease Obligations	2,183,678	1,983,276
0560 Other Post-Employment Benefits (OPEB)	13,007,363	13,007,363
0599 Other Noncurrent Liabilities		
Total General Fund	\$33,174,632	\$30,454,514
Public Purpose (Expendable) Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		

<u>Long-Term Indebtedness</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Capital Projects Fund		
Debt Service Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Debt Service Fund		
Food Service / Cafeteria Operations Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		

<u>Long-Term Indebtedness</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Child Care Operations Fund		
Other Enterprise Funds		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Enterprise Funds		
Internal Service Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Internal Service Fund		
Private Purpose Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Private Purpose Trust Fund		

<u>Long-Term Indebtedness</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
<b>Investment Trust Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Investment Trust Fund</b>		
<b>Pension Trust Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Pension Trust Fund</b>		
<b>Activity Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Activity Fund</b>		
<b>Other Agency Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
<b>Total Other Agency Fund</b>		
<b>Permanent Fund</b>		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		

2023-2024 Final General Fund Budget		Schedule Of Indebtedness (DEBT)	
LEA : 115221753     Derry Township SD			
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<u>Long-Term Indebtedness</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>	
0530 Lease Obligations			
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations			
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities			
<b>Total Permanent Fund</b>			
<b>Total Long-Term Indebtedness</b>	<b>\$33,174,632</b>	<b>\$30,454,514</b>	

<u>Short-Term Payables</u>	<u>06/30/2023 Estimate</u>	<u>06/30/2024 Projection</u>
General Fund		
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - § 690, §1850		
Capital Reserve Fund - § 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
Total Short-Term Payables		
TOTAL INDEBTEDNESS	\$33,174,632	\$30,454,514



Account Description	Amounts
0810 Nonspendable Fund Balance	256,749
0820 Restricted Fund Balance	
0830 Committed Fund Balance	5,600,000
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	4,571,127
Total Ending Fund Balance - Committed, Assigned, and Unassigned	\$10,171,127
5900 Budgetary Reserve	
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$10,427,876



# *All-in!*

## NEWSLETTER

Executive Director's Report  
April 2023



## CAIU Board of Directors

Jean Rice, President  
Judith Crocenzi, Vice President  
David Barder  
Richard Bradley  
Paula Bussard  
Scott Campbell  
Alyssa Eichelberger  
Melanie Gurguiolo  
Barbara Geistwhite  
Dennis Helm  
Jaime Johnsen  
John Kaschak  
Lindsay Koch  
Jason Miller  
Patrick Shull  
William Swanson  
Ford Thompson  
Micheal Wanner

## CAIU Executive Team

Dr. Andria Saia  
Executive Director

Dr. Kevin Roberts  
Assistant Executive Director

Maria Hoover  
Director of Educational Services

Dr. Andrew McCrea  
Director of Student Services

Daren Moran  
Director of Business and Operations

David Martin  
Director of Technology Services

Blake Wise  
Manager of Human Resources

## Our Mission

*CAIU provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat*

## Our Vision

*Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives*

# Inside this issue

- 3-4 From the Executive Director's Desk:  
Repairing Harm Restoring Dignity
- 5 Positive Pay
- 6-7 Giving Voice to our Values:  
Opportunities for Success
- 8 Noteworthy: Bridging the Gap  
School to Work
- 9 Mission Moments
- 10 Trainings and Events
- 11 New Hires and Compliments
- 12 Stress Awareness

*Front cover photo: Honesty, an intern in the PaTTAN Future Ready Work Immersion Program recently offered employment at Philly Pretzel.*



Do you have a story about staff or students living our values out loud, being great, and changing lives? Share your Giving Voice to Our Values stories, student successes, #begreat and #changinglives moments and more! Email stories for All-In or social media to [communications@caiu.org](mailto:communications@caiu.org).

***Deadline for May All-In: Friday, April 28***

## All-in! NEWSLETTER

Executive Director Report  
All-In! Newsletter  
April 2023  
2022-2023, Issue 10  
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Phone: 717-732-8400

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# Repairing Harm

## Restoring Dignity

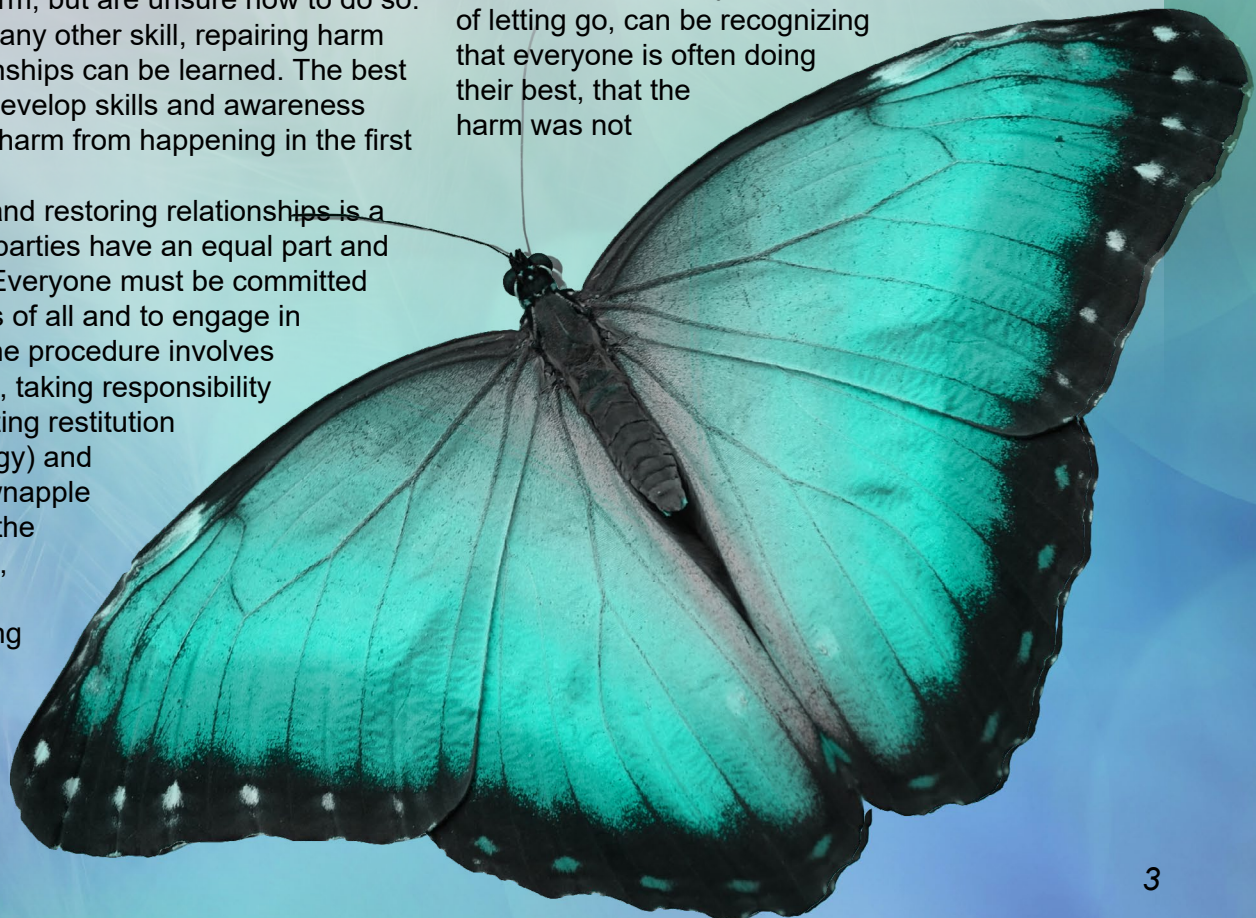
Over the last three months I have shared the dignity standards necessary for creating a feeling of belonging for all, identified by authors Cobb and Krownapple. This month I ask you to consider the forth standard, repairing harm and restoring relationships.

*“Where you have two or more people, you will eventually have need of the skills to repair harm and restore relationships.”*

The bad news: People invariably behave in ways that harm others, whether they did so intentionally or not. Worse, even perceived small slights can poison or harm relationships. Better news: people generally want to repair the harm, but are unsure how to do so. The good news: like any other skill, repairing harm and restoring relationships can be learned. The best news: We can also develop skills and awareness that can prevent the harm from happening in the first place.

Repairing harm and restoring relationships is a process in which all parties have an equal part and actively participate. Everyone must be committed to meeting the needs of all and to engage in genuine dialogue. The procedure involves acknowledging harm, taking responsibility (apologizing), accepting restitution (accepting the apology) and what Cobb and Krownapple describe as walking the path of reconciliation, which requires participating in healing and strengthening the relationship. A bit more about apologies. The apology is a deeply important

part of the process of repairing harm. For an apology to be well accepted, it needs to have a few critical elements. An authentic apology goes something like this: I apologize. I regret (specific behavior), and that this (hurt/upset you whatever describes the harm). I learned \_\_\_\_\_, and in the future I'm going to make sure it doesn't happen again. You may also want to ask directly what can be done to repair the relationship. From the other side of the conversation, practicing forgiveness is the key to accepting an apology and moving forward. Forgiving someone doesn't mean you condone the behavior, it is actually all for you. It is the conscious decision that you are not going to carry the hurt around and allow it to keep hurting you. Closely tied to this is giving grace, which is recognizing that we all come together with different experiences, good and bad, that inform our thoughts and behavior. Sometimes what we have experienced makes us more likely to hurt another. Part of letting go, can be recognizing that everyone is often doing their best, that the harm was not







intentional, and that the best thing for you and them is to forgive. Like all work connected to belonging and dignity, the work requires that the power dynamic be one of mutual respect, and all involved have the desire to make decisions with one another. It also requires that we “up-skill” our abilities to recognize when our thoughts may not be accurate or that our perceptions may be contributing to blind spots in our decision making and understanding. Recall my column on presuming positive intent – you will need to put ALL these strategies into play. We must also be able to reduce our emotional output. This is not to say that conflict or harm don’t raise many legitimate feelings, rather, be cognizant of when your emotions are in control and quite possibly escalating your response unnecessarily. Over all, alignment to the dispositions for dignity (listening, openness, patience and empathy) and the standards we have been reviewing, will support your ability to repair harm and rebuild relationships.

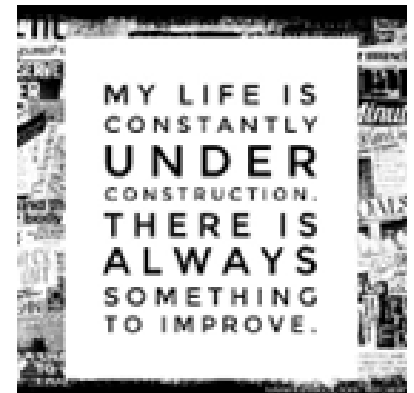
Above I mentioned that it is possible to avoid harming others to avoid having to repair and restore. While we are human, and therefore fallible, and more challenging, we are hard wired for dignity violations, we are sentient beings and can learn to do better. Author John Krownapple has suggested that our ability to recognize and honor the dignity of another, starts with honoring our own dignity:

*“We need to learn how to honor our own dignity if we’re going to be extending it to others. Basically, you can’t give what you don’t have, so we need to do some internal work.*

*It’s an inside-out type of approach.” - John Krownapple*

I will say – this is the hardest work, and by far, the most rewarding. We are a product of our environment, upbringing, experiences, and a myriad of factors too great to count. As such, many of us carry around internalized ideas of shame and self-doubt. We even mistreat ourselves in the same ways we may have been mistreated by others. What is needed is for each of us to find our own understanding, compassion and healing first, in order to be able to offer the same to others. This path of discovery will undoubtedly reveal times you have violated your own dignity and times you did it to others. It should also lead you to reconnect with your self-worth, value and respect. Give yourself the same grace and forgiveness you would give another and commit to being more aware of how precious our dignity is. It is the most important step on our path to belonging for all.

Dr. Andria Saia (she/her/hers)  
Executive Director



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OR A FRIEND**



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PAY YOU \$250\***



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FOR AVAILABLE POSITIONS VISIT  
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THE NEW EMPLOYEE HAS BEEN SUCCESSFULLY ONBOARDED.

# Positive Pay



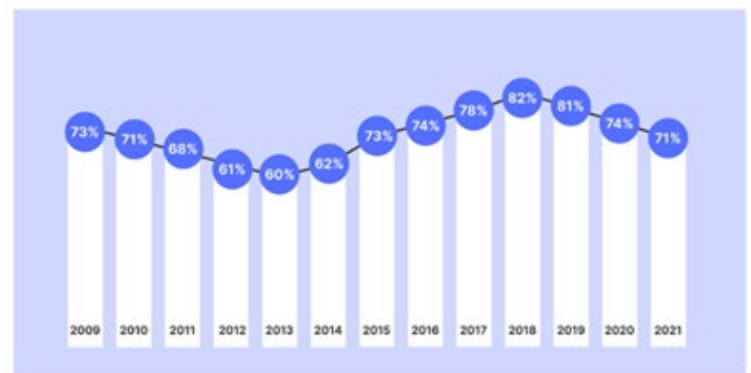
By Haley Burkholder  
Accountant II

*One of the Business Service's goals for this year is to increase the CAIU's attention and awareness of financial security by implementing processes to safeguard the IU's assets.*

As a business, we are always looking for ways to eliminate the risk of losing money due to fraudulent activities on our accounts. One of the processes implemented has been to work with our bank to set up a process called Positive Pay. **What is Positive Pay?** See below to learn more about safeguards the IU has taken to protect the CAIU's assets.

- According to the Association of Financial Professionals' recent report, payment fraud schemes victimized 71% of companies. Of those impacted, 66% experienced ACH and check fraud.
- Positive Pay functions by verifying that the dollar amount, check number, and account number presented for payment match those of checks previously authorized and issued by the CAIU.
  - The bank won't execute the check if the check's number, amount, payee name, and account number don't match the list given by the company.

Percent of Organizations That Are Victims of Payments Fraud Attacks/Attempts



## Benefits of Positive Pay

- ✓ Reduces check fraud
- ✓ Prevents payment of duplicate checks
- ✓ Protects against lost or stolen checks
- ✓ Simplifies the check-cashing process
- ✓ Reduces human error from manual check entry
- ✓ Business always has the final decision on payments

## Resources:

<https://www.afponline.org/publications-data-tools/reports/survey-research-economic-data/Details/payments-fraud>  
<https://www.extracobanks.com/resources/blog/what-positive-pay>



# Opportunities for Success

**By Christina Derr**

*Program Supervisor, Student Services*



*Students in Mrs. Popp's classroom  
creating delicious pasta.*

*At the Capital Area Intermediate Unit, we strive to be great while changing lives for all students, and for our students with autism and multiple disabilities, this means creating a high-quality, engaging learning environment that maximizes their opportunities for success.*

Our classrooms for students with autism and multiple disabilities are equipped with tools and technology to help each student reach their individual goals and are staffed by highly trained, dedicated, and compassionate staff who work daily with our students on their goals.

The autism and multiple disabilities classrooms have developed extensive program goals to enhance their services, including the implementation of fidelity checklists, created using the Danielson framework, in every classroom in order to measure progress and collect data to inform programming needs.

Fidelity checklists are developed by using instructional information, treatment plans, individualized education plan (IEP) components, and social, behavioral, emotional, and educational goals. They are essential tools to ensure program success; by tracking fidelity in program implementation, administrators and educators can quickly identify and address issues that arise within the classroom. Teachers and classroom staff can effectively measure how well their programs are running

and develop specific goals for improving instruction. The staff meet three times a year to review their fidelity checklists and provide ratings on their program implementation. During this meeting, teams create goals to address areas for improvement. Through these focused goals, the classroom team works to refine instruction in a way that better meets students' individual needs.

Having goals based on specific ratings gives classroom staff the opportunity to map out a plan to improve the effectiveness of their programs. Through fidelity checklists, teachers and classroom staff can accurately pinpoint areas where program improvements can be made and strategize to increase program effectiveness. For example, when reviewing a fidelity checklist, they might determine that more opportunities for student choice and autonomy needs to be integrated into their program. The team can then work together to create plans and strategies to effectively implement these changes.

Overall, the use of fidelity checklists can greatly benefit programs by providing accurate ratings and a concrete structure



*“Working with students with autism is unique in the sense that I’m welcomed into their worlds, and they show me an unparalleled love and kindness.”*

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for improvement. As the process for tracking and improving program effectiveness, fidelity checklists are invaluable for improving program quality. Through these tools, classroom staff can ensure their programs are consistently successful, providing the best possible educational experience for students.

While each classroom has made the fidelity checklist an important focus on their team, they have also made a special point to focus on collaboration, giving all members of the staff a role to play in planning, carrying out, and reviewing activities. The shared responsibilities give the program a sense of connectedness, helping to create an atmosphere that is truly focused on the needs of each student. We are constantly innovating to provide the best

programs to improve the way we reach our students.

The teachers who lead these classrooms play a crucial role in the success of their students. They provide essential structure and a personalized education that is tailored to each individual student. At CAIU, our teachers come from a variety of backgrounds, each with their own talents, experiences, and strengths and they often form strong, meaningful relationships with their students.

Jamie Popp, an autism support teacher in one of the classrooms, highlighted the importance of working with students with autism in an emotional reflection: ***“Teaching is one of the most rewarding jobs out there due to the impact teachers make on the lives of their students. Working with students with autism is unique in the sense that I’m welcomed into their worlds, and they show me an unparalleled love and kindness. Without even using words, they remind me that life is much more than what meets the eye and that we all have the capacity to be compassionate, kind, and understanding. Everyday I’m so grateful to work in such an enriching environment. I couldn’t think of a better job.”***

Our teachers are very passionate and dedicated to providing educational opportunities and resources to children with special needs. They have taken field trips and organized in-classroom experiences that focus



*Kimmy Dauksha’s classroom experience baby chicks. The loved how fluffy and little the chicks were.*

on functional, academic, behavior, and communication skills. Such activities enable students to develop crucial abilities in the context of real-world experiences. CAIU staff believe that students learn best when their surroundings reflect a blend of their individual learning styles and strengths. Through its commitment to both educational field trips and in-classroom activities, the program gives the students an engaging, interactive experience that reinforces what they’ve been learning in their classes.

***We are grateful for the work our teachers do every day and for their willingness to learn, grow, and adapt as educators and leaders in the field. Our staff within each classroom play a vital role to make our programming a success.*** By designing our programming with a commitment to collaboration and respect for individual learning styles, the CAIU has shown its commitment to offering students the very best in educational opportunities.



*Students from the Autism Support classroom went to the Whitaker Center to explore different exhibits.*





# Bridging the Gap

## School to Work

By Kelly Morris, LSW

*PaTTAN Future-Ready Social Worker*

Honesty, an intern in the PaTTAN Future Ready Work Immersion Program, has recently been offered employment in our local community!

This is very exciting news as Honesty has been receiving vocational training at the CAIU for several years. Honesty was accepted as a part of the first class of interns at the new PaTTAN Future Ready WIP program for the 2022-2023 school year.

So far this year, Honesty has completed two different internship rotations and found great success in her second rotation at Philly Pretzel. Honesty works diligently at preparing food, filling dips and recently began learning the register to take customer orders, which is one of her favorite tasks!

Over the past several weeks, Honesty has become

a master at her craft of rolling pretzels. This mastery and success recently led Honesty to receive an offer of employment with Philly Pretzel, which she has generously accepted!

**We are so proud of Honesty for all her hard work and determination.** Honesty will be graduating at the end of the 2023 school year and will now be able to make a seamless transition from school to work upon exit. We wish Honesty all the best in her future endeavors, which are looking very bright indeed!

*P.S. Do not forget the next time you are on the Carlisle Pike to stop in at Philly Pretzel and give a big hello and congratulations to Honesty!*

#begreat #changinglives #bridgethegap



# Mission Moments

*"As we work to create light for others, we naturally light our own way."*

## Hill Top Academy SEL Event and Egg Hunt



On April 5 the Hill Top Academy elementary students participated in their monthly Social Emotional Learning (SEL) activity which culminated with a spring egg hunt. This month's event started with students watching a short video focusing on the acceptance of others and then engaged in a discussion on the topic while enjoying ice cream! Staff and students then continued socializing while engaged in a coloring activity, before heading outside for the egg hunt finale. The monthly SEL event/activity has been something that the staff and students have looked forward to each month all year at Hill Top!



## CAMhP Team Building

District-based CAMhP classes enjoyed a day of team building activities in Enola. We worked on a CAMhP quilt in which each student designed a square. A special lunch and movie were also enjoyed.

*The Early Intervention classroom at Hershey Primary Elementary School rocks fun socks in honor of World Down Syndrome Day (March 21).*

*Shout out to one of our amazing families who donated a pair of colorful, unique socks for each staff and student in the group!*



*Students at Diakon work on social-emotional learning/team-building activities in the "Boys' Group."*



# note of gratitude

from Community Partner  
Early Childhood Program to  
Early Intervention Staff

Dear Ashley Capozzi, Yvonne Shreffler,  
and Melanie Johns,

I said it while meeting yesterday but it bears repeating:  
we LOVE partnering with the IU and all the professionals  
that come through our door to assist the children that  
we believe are here for a reason. We are a team and see  
you as coaches for our special friends and it's our job to  
glean from the coaches and take the ball and run!  
It's a privilege and honor to be teamed with all of you.  
Every Blessing,  
Melinda (JOY Center Preschool Director)



Yvonne Shreffler  
and Melanie Johns.  
Missing from the  
picture is Ashley  
Capozzi.

## LEARNING & GROWING SUMMIT 3.0

Thursday | June 22, 2023

A keynote speaker and over 20 concurrent sessions on  
engagement strategies, creativity in the classroom, and  
designing learning to meet the needs of all learners.

*\*Breakfast and lunch will be provided.*

**Where:** Capital Area Intermediate Unit

**Audience:** ANY Educator! | **Cost:** \$99

<https://bit.ly/CAIUwebreg>

*\*6 hours of Act 48 Available*



# Training and events

The Capital Area Intermediate Unit (CAIU) hosts  
numerous innovative events and conferences  
throughout the year. Our team of consultants, staff,  
and specialists values and supports lifelong learning.

All events and conference offerings are available in  
the [Frontline Registration System](#) or in Eventsforce.

Check out our [Events & Conference](#) page often  
to see what opportunities are available to you!

Here are some of our upcoming trainings:

**5/1/2023 to 6/15/2023 - [Google Summit 1.0 2022](#)  
(Asynchronous) - May Edition**

Audience: Classroom teachers, Administrators,  
Instructional Coaches/Integrators, Media Specialists

**5/3/2023 - [CAIU Regional Health and Physical Education](#)  
Training Hosted by PA Department of Education (Day 2)**

Audience: All PreK-12 Health and Physical Education  
Teachers in the Capital Area IU Region

**5/10/2023 to 10/11/2023 - [Leading with Dignity](#)**

Audience: K-12 Educators and Administrators

**5/12/2023 - [Regional Instructional Technology Collaboration](#)**

**(RITC)** Audience: Instructional technology integrators, coaches,  
librarians/media specialists, teachers who support others with  
integrating technology, directors of instructional technology, etc

**5/18/2023 - [UDL Walk In The Park](#)**

Audience: School Teams including School Administrators,  
Curriculum Directors, Instructional Coaches, General Education  
Teachers, Special Education Teachers, School Counselors,  
support staff and anyone who would like to learn more about  
Universal Design for Learning.

**5/24/2023 - [High Impact Strategies \(Virtual\)](#) 5/24/2023**

Audience: Students who are preparing to student teach.

# You received a Compliment!

*Here at CAIU we like to brighten someone's day with a Compliment. CAIU Compliments is a Capital Area Intermediate Unit initiative that allows CAIU staff the opportunity to share words of thanks, tout successes, or tell a story about what makes us great as an organization, our people.*

**Karla Sherman**, Floater Teacher, #Service, Karla is a floater teacher who was the interim teacher at the Foose IU preschool classroom since September 2022. She had very little direction or materials from the previous teacher, especially since it was the beginning of the year. All the children were new to her, and I came in as a new SLP to the classroom. Karla has been so easy to work with, accommodating to me, respectful of the parents, and dedicated to the children. I often get emails from her way past work hours. She is always prepared and comes to work with a smile on her face and a great attitude towards whatever is thrown her way. She will be ending her time in this classroom in a week, and I'm sure she will give the same effort in her next position as she did in this one. I will miss working with her!  
*Dina Duffy, Speech Language Pathologist*

*"She is always prepared and comes to work with a smile on her face and a great attitude towards whatever is thrown her way."*

**Kelly Gethouas**, Cafeteria Coordinator at Hill Top Academy, #Service, Kelly has been phenomenal at understanding our students' specific dietary requests and I am so thankful for her ensuring our students get the nutritious meals she serves. *Marilyn Miller, Teacher*

**Gilda Pykosh**, Assessment Specialist, #Dedication, Gilda quickly stepped up when we needed a room with a phone in it as one of our interpreters was unable to make the evaluation at the last minute. Her assigned room had a phone in it and she graciously agreed to changing rooms. This is just a small example of how our preschool staff support each other and help when something unexpected occurs. Thank you, Gilda!!  
*Lisa Brittingham, Speech Pathologist*

**Jennifer Neusbaum**, HR Coordinator, Dedication, Jennifer has been so patient with answering questions regarding our benefits program. Her willingness to answer all my questions without hesitation or delay has been greatly appreciated. She is a true asset to the CAIU. *Jackie Schubert, Speech-Language Pathologist*



## Welcome New Hires!

ibelong  
@caiu



**Sarah Diehl** is an EPP at Follow Me. She is getting married in May.



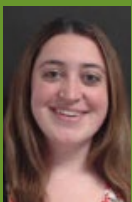
**Wendy Hershey** is an Educational Coach at Hill Top Academy. She lived in a camper for three summers during college.



**Emily Hunt** is a Teacher at Conewago. She has two cats named Blair and Buttercup.



**Clement Johnson** is a PCA at Yellow Breeches Middle School. He has an amazing wife.



**Erin McAleer** is an Occupational Therapist at the Enola office. She has a US and Irish citizenship.



**Bridgid Wills** is a Program Secretary at the Enola Office. She spent last year as a Disney employee.

WELCOME  
to the best  
TEAM EVER  
YOU'RE one of  
US NOW



# April is *Stress* Awareness Month

By CAIU Wellness Committee

This month, the CAIU Wellness Team shared important information and resources related to **STRESS!**

Stress is normal. We are ALL affected by stress and our experiences are unique to each of us.

It is important to be able to recognize stress and how it affects us in our daily lives and learn how to manage it.

Stress reduces the quality of life, and some may notice a decline in their work performance and/or in the quality of their relationships as a result of stress.

You may find some of these strategies and tools useful in managing your stress:

Many of us have recently experienced life changes that could result in an increase in our stress. Take this [Holmes and Rahe Stress Inventory](#), a well-known tool for measuring **the amount of stress you've experienced recently**. Taking the test can help you to see if you're at risk of illness due to the combined stress you face.

[Is It Stress or Anxiety](#)  
[How to Cope with Stress](#)  
[Manage Stress](#)

Click [HERE](#) for some delightful LIVE CAMS to help you mellow out and relax during your work day,



*Many have trouble recognizing that they are stressed. Here are just a few of the symptoms:*

- ***Irritability or moodiness***
- ***Interrupted sleep***
- ***Worrying or feeling of anxiety***
- ***Headaches, back and neck pain***
- ***Upset stomach***
- ***Increased blood pressure***
- ***Rashes or skin breakouts***

If you continue to struggle and symptoms won't go away, it may be a good time to consult a professional through our EAP program or otherwise for more help.

## **What is EAP?**

The EAP is an employer-sponsored benefit that provides free counseling services and other many other resources to employees as well as eligible household/family members. The EAP service is available 24 hours a day, 7 days a week. EAP staff are in the office from 7:30am to 4:30pm (Eastern Time), Monday through Friday. Any afterhours calls will be taken by an answering service, with Master's level counselors available to help those in immediate need.

The EAP has an entire team of professionals available to help you and your family to identify and solve any challenge or problem that you may be facing.

***If you are in immediate distress or are thinking about hurting yourself, call or text the 988 Suicide & Crisis Lifeline at 988 or chat at 988lifeline.org.***



# CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **April 27, 2023** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

***Our Mission:** Provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat*

***Our Vision:** Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives*

## REPORTS/UPDATES

### ➤ CAIU Team Reports:

- **Dr. Andrew McCrea, Director of Student Services**, reported that his team is busy with PSSAs and state monitoring. In addition, you are invited to attend our upcoming Hill Top Academy/District Based Graduation on May 24 @ 6pm at CAIU and Project SEARCH Graduation on May 25 @ 6pm at the Junker Auditorium, Penn State Hershey Medical Center. Dr. McCrea highlighted the featured article, *Opportunities for Success*, in the All In newsletter. The article was about our autism and multiple disabilities classroom programming and focused on the fidelity in our classrooms. Also feature the *School to Work* article about one of our interns, Honesty, who was recently hired at Philly Pretzel, a great example of a seamless transition from school to work after graduation.
- **Len Kapp, Supervisor of Operations & Transportation**, reported that his staff are busy with spring/summer facility maintenance projects. We are experiencing some minor supply chain delays, especially tied to electronics, that may impact some timelines. Also, will be working on classroom moves and additions during the summer months. Len received a courtesy call from the construction group developing the land adjacent to the CAIU Enola Office regarding the planned roadway improvements tied to the development of the land, specifically impacting First Street, Valley Road, and Rt. 15 between Rt. 81 and Valley Road. The construction is scheduled to begin May 15, and is planned for completion by December 31, 2023. During roadwork, there will be intermittent lane shifts, lane closures, flagging operations, construction vehicle traffic, and roadway traffic delays on all of the roadways noted. Plan and prepare for some modest delays.
- **Blake Wise, Human Resources Manager**, provided an updated on two major projects: the compensation analysis project and new system and the job description analysis/revisions/executive summary. Blake is about half-way through his review of the job descriptions and is using Payfactors as the tool to price jobs using market data. His initial findings indicate that we are not too far off with the largest issue being the misplacement of some staff upon hire. The HR/Payroll system implementation of Paycom is underway. This system is all encompassing for all of HR and Business



needs creating better system efficiencies. This has been a very big joint effort between HR and the Business team to extract the data from our old system and transfer it into the new system. This will be a big change and will be heavily communicated to staff beginning this summer.

- **Maria Hoover, Director of Educational Services**, reported that her team is busy with planning the *Learning and Growing Summit* on June 22. The Keynote speaker is out of Penn State and will be focused on Artificial Intelligence. Currently, there are 66 participants enrolled and we anticipate many more. Donna Hicks, *Leading With Dignity* session will be held on May 10 at CAIU. 105 people from all over the state have registered. The Training and Consultation team is in high demand and has been busy planning for next year. We have partnered with the PA Principals Association on a program to support new principals/administrators. They will be presenting more information to both the Superintendent's Council group and the Curriculum Council group. Maria continues to meet with school district Curriculum Directors to gather feedback on areas of need for specific training and supports. One suggested area of focus was on women in leadership and growing our bench. Maria and Jill Neuhard are working on a series for next year.
- **Dave Martin, Director of Technology**, reported that at the recent Technology Council meeting there were two main topics of concern and discussion: updates to breach notification and the ransomware incident at DCTS. Dave Walker presented on the updates and new legal requirements regarding the breach notification. Meeting the new required response time to a security breach will be a challenge. We are working on revising our current policy and will review any potentially affected contracts to ensure protections and reporting is in place with the companies we work with. Dave reported on the recent ransomware incident - the collaborative process and response was very good and we learned some valuable lessons that will benefit our regional effort. We are now expediting some updates to our current plan. In addition, we are working with other IUs to facilitate conversations to get them up to speed with what we are doing to create efficiencies and save money. In addition, his team will continue to work on multiple summer projects with our districts.
- **Daren Moran, Director of Business**, highlighted the *Positive Pay* article written by Haley Burkholder, Accountant. We have implemented a process with PNC called Positive Pay which puts various safeguards in place to protect the CAIU from possible fraudulent activity. This is a free program offered by PNC. In addition, his team is working on a new project, Informed K-12, to create process efficiencies in the business office. This process will move some business paper forms into a digital format. Several staff recently attended the Federal Programs conference and reported that the CAIU is considered a low risk for program monitoring and will not be monitored fiscally this year.
- **Dr. Andria Saia, Executive Director**, reported that the *All In Newsletter* was recently submitted for an award. Dr. Saia and several CAIU staff recently participated in the PAIU Day on the Hill and visited with several legislators. It was a great opportunity to speak about EI funding, student mental health, and staff shortages. We are working on creating a regional teacher pipeline. Recent survey data revealed that we have lot of paras in our region with degrees, making them good candidates to get a teacher certification through this plan. We are partnering with BloomBoard to develop this program/pipeline. You will likely see a contract on the May board meeting.
- **Rennie Gibson, Board Secretary**, shared a couple reminders: Statement of Financial interest forms are due by May 1. The 2022-23 Executive Director Evaluation is due by May 1. The CAIU School Board Annual election ballots are slowly being received. Completed ballots are due by June 9.

## APPROVED ACTION ITEMS

- **Approval of Board Minutes** - March 23, 2023
- **Treasurer's Report for March 2023** – a total of \$10,270,888.09 in receipts and \$15,148,764.29 in expenses
- **Summary of Operations for March 2023** showing revenues of \$95,538,927.70 and \$81,675,528.68 in expenses
- **Budget Administration**
  - 2022-23 Revised Budget - ANPS Act 89
  - 2022-23 Revised Budget - English as a Second Language
  - 2022-23 Revised Budget - Loysville Youth Development Center
  - 2022-23 Revised Budget - Loysville Youth Development Center Title ID
  - 2022-23 Revised Budget - Nonpub Auxiliary Programs
  - 2022-23 Revised Budget - Online Learning Association
  - 2022-23 Revised Budget - Technology Entrepreneurial
  - 2022-23 Revised Budget - Professional Services
  - 2022-23 Revised Budget - Title I, Part D - Neglected & Delinquent Subpart 2
  - 2022-23 Revised Budget - Title III - Part A - English Language Acquisition
  - 2022-23 Revised Budget - Transportation
  - 2022-23 Original Budget - PAIU Dept of Health Funding
  - 2022-23 Original Budget - Safe Schools Grant
  - 2022-23 Original Budget - Title I, Part A, Improving Basic Programs
- **Other Business Items**
  - April 2023 Contracts
- **Policies & Programs**
  - Second Reading Revised Policy #346 - Workers' Compensation
  - Second Reading, Revised Policy #201- Admission of Students
  - First Reading Revised Policy #217- Graduation
  - 2023-24 Special Education Plan
  - Proposed 2023-24 Student Services Master Calendar
  - Proposed 2023-24 Keystone State Challenge Academy Calendar
  - Proposed 2023-24 Educational Services Consultant Calendar
- **Job Descriptions - None**
- **Personnel Items**
  - See attached Personnel report and Addendum

## EXECUTIVE DIRECTOR'S REPORT

- Click [Here](#) for the *All In* Executive Director's Report

## PRESIDENT'S REPORT

- Jean Rice thanked the Board for their attendance.

### UPCOMING MEETINGS:

- **Thursday, May 25, 2023, 8:00 a.m., Board Room, CAIU Enola Office.**
- **Thursday, June 22, 2023 8:00 a.m., Board Room, CAIU Enola Office. *Reorganization Meeting***

## April 27, 2023 APPROVED PERSONNEL ITEMS:

### RESIGNATIONS

- **JESSICA CHACON**, Speech and Language Pathologist, Early Intervention Program, effective June 2, 2023. Reason: Personal.
- **AMANDA KELLER**, Educational Paraprofessional, Diagnostic Program, effective April 26, 2023. Reason: Personal.
- **ALISON SCHWARTZ**, Teacher, Early Intervention Program, effective July 7, 2023. Reason: Personal.
- **JOHN WILSHIRE**, Teacher, Autism Support Program, effective June 12, 2023. Reason: Personal.

### RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **VITA ARENA-HERCHELROATH**, Program Secretary, CAOLA Program, effective April 24, 2023. Base salary of \$36,338.66 for 260 days of service will be prorated based on the number of days worked through June 30, 2023. This is a replacement position funded through the CAOLA budget. Experience: 2 years of similar or related experience.
- **NATALIE BORNE**, Paraeducator, effective April 26, 2023 – July 27, 2023. Assignment: Long Term Substitute Floater Educational Paraprofessional, Early Intervention Program with base salary of HS, \$24,985 for 190 days of service will be prorated for a total of 51 days. This is a new position funded through the MAWA budget.
- **MAYA COLONNA**, Temporary Professional, effective for the 2023-2024 school year. Assignment: Social Worker, Emotional Support Program with base salary of Masters+60/Doctorate, Step 4, \$63,574 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **RACHEL DEGRANGE**, Program Assistant, CAOLA Program, effective May 22, 2023. Base salary of \$40,284.85 for 260 days of service will be prorated based on the number of days worked through June 30, 2023. This is a replacement position funded through the CAOLA budget. Experience: 3 years of similar or related experience.
- **MARIA KECK-DELAPAZ**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+48, \$27,075 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **JEREMY FREELAND**, Supervisor of Safety and Security, Administrative Team, effective July 3, 2023. Base salary of \$115,000 for 260 days of service. This is a new position funded through the General Operating budget. Experience: 9 years of similar or related experience.
- **MERI BETH FURLONG**, Professional, effective for the 2023-2024 school year. Assignment: Teacher, Keystone State Challenge Academy with base salary of Masters+60/Doctorate, Step 15, \$82,384 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Keystone State Challenge Academy budget.
- **ANTHONY JAMISON**, Software Engineer, Technology Team, effective date to be determined. Base salary of \$70,533.32 for 260 days of service will be prorated based on the number of days worked through June 30, 2023. This is a replacement position funded through the Application Development budget. Experience: 6 years of similar or related experience.
- **THERESA KEYS**, Temporary Professional, effective date to be determined until June 16, 2023. Assignment: Long Term Substitute Teacher, Keystone State Challenge Academy with base salary of Masters, Step 1, \$53,947 for 190 days of service will be prorated based on

the number of days worked. This is a replacement position funded through the Keystone State Challenge Academy budget.

- **HEATHER KUMLER**, Professional, effective date to be determined. Assignment: Behavior Consultant, Emotional Support Program with base salary of Masters+30, Step 13, \$73,515 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **EDWARDS LITTLE**, Paraeducator, effective for the 2023-2024 school year. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS+48, \$28,025 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **ERIN MCALEER**, Professional, effective March 30, 2023. Assignment: Occupational Therapist, OT/PT Program with base salary of Masters, Step 5, \$56,629 for 190 days of service will be prorated for a total of 60 days with additional new hire days as required. This is a replacement position funded through the OT/PT budget.
- **KENNETH MCKEEVER**, Professional, effective for the 2023-2024 school year. Assignment: Teacher, Keystone State Challenge Academy with base salary of Masters, Step 15, \$76,841 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Keystone State Challenge Academy budget.
- **TRISTESSA MOORE**, Paraeducator, effective April 11, 2023. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS, \$24,985 for 190 days of service will be prorated for a total of 38 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **MARIE ROUNER**, Program Assistant, CAOLA Program, effective May 15, 2023. Base salary of \$40,284.85 for 260 days of service will be prorated based on the number of days worked through June 30, 2023. This is a replacement position funded through the CAOLA budget. Experience: 12 years of experience in education.
- **HEATHER SHARPE**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+48, \$27,075 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **JENNIFER STURTEVANT**, Professional, effective August 21, 2023. Assignment: Speech and Language Therapist, Early Intervention Program with base salary of Masters, Step 11, \$67,861 for 190 days of service with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **SAMANTHA VITKO**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS+48, \$27,075 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Autism Support budget.

#### CHANGES OF STATUS:

- **CINDY ALANDAR**, from Custodian to Educational Paraprofessional, Early Intervention Program, effective March 29, 2023. Change of status results in a change of salary to HS, \$24,985, for 190 days of service and will be prorated for a total of 41 days.
- **CHRISTINA DERR**, from Long Term Substitute Program Supervisor to Program Supervisor (Act 93), Student Services Team, effective July 3, 2023. Change of status results in a change of salary to \$112,050 for 260 days.
- **SCOTT KENNEDY**, from Systems Administrator to Information Security Analyst, Technology Team, effective April 3, 2023. Change of status results in a change of salary to \$63,389.84 for 260 days of service and will be prorated for a total of 65 days through June 30, 2023.

- **JENNIFER WHITCOMB**, from Data Coordinator, Student Services Team to Teacher, Early Intervention Program, effective May 1, 2023. Change of status results in a change of salary to \$56,358, which is based on a Bachelors, Step 7 placement on the current salary scale. This is for 190 days of service and will be prorated for a total of 28 days.

#### **CHANGES OF SALARY:**

**JENNIFER TIERNEY**, Teacher, Early Intervention Program, change of salary to Bachelors, Step 9, \$59,641, effective April 17, 2023. This salary adjustment is being made after further review of her educational transcripts.

May 8, 2023

**PLEASE NOTE THAT Liaison Edition has been upgraded to Liaison Digest!**

## PSBA Liaison Digest Summary Update (from 5/1/23)

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### Name your voting delegates for hybrid Delegate Assembly 2023

The PSBA Delegate Assembly is the association-wide business meeting that includes platform and bylaws consideration, financial updates and leadership election results. The 2023 Delegate Assembly will occur on Saturday, November 4 at 9:00 a.m., as a hybrid event. Appointed delegates will have the option to choose whether they want to attend the event virtual or in-person. The in-person gathering will be held at PSBA headquarters in Mechanicsburg. Access for in-person attendance will be available for the first 120 delegates who choose this option when registering. All remaining delegates will be able to participate fully via Zoom.

Each PSBA-member entity is entitled to have at least one voting delegate at the meeting. Only school directors and school board secretaries, along with members and secretaries of the governing body of other PSBA member entities, are eligible to serve as delegates. After your board votes on who will be its delegate, [please submit the information via this link](#) by **August 25** no later than 5:00 p.m. [Click here for more details](#). Questions about the Delegate Assembly or the appointment of delegates should be directed to Fawn McClure at (717) 506-2450, ext. 3321 or [fawn.mcclure@psba.org](mailto:fawn.mcclure@psba.org).

[Click here for more details](#)

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### PASA and PSBA seek student performers

The PASA-PSBA School Leadership Conference is pleased to highlight the best of performing arts in our schools. Performance opportunities have been restructured this year so that more students have the chance to participate. The Student Showcase will be held in conjunction with the PA Public Education Foundation Awards Dinner on Sunday, October 15 from 7:00 – 9:00 p.m. This event allows for four school district performances of any type. In addition, on Monday and Tuesday, October 16-17, small group ensembles (one to two) are needed for short performances throughout each day.

[Click here to learn more and apply](#)

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# Meet the PSBA team

## ***Jessica Portz, Member Outreach Manager - Central Zone***

Jessica joined PSBA in 2022 as the outreach coordinator and was recently promoted to member outreach manager, representing the central zone in the state. She has been honing her member/customer service skills for more than 10 years, most recently as branch manager at a local credit union. She holds a bachelor's degree in English with a minor in print media studies from Millersville University. In her free time, she enjoys reading, spending time with family and friends, and is always looking for new places to explore.

As an outreach manager at PSBA, Jessica is the primary point of contact for districts within the central zone. She is here to assist members in finding the programs, resources and events that are relevant and helpful to them, as well as working as your advocate, sounding board and partner in support of excellence in public education. Jessica is an integral player in bringing Outreach Office Hours to our members. You may also recognize her as one of our regular anchors for *The Countdown*, our weekly newscast that provides a brief overview of the essential information for school leaders. If you haven't met Jessica yet, feel free to reach out!

*Watch this space for introductions to more PSBA staff in future editions.*

[Click here to learn more about Member Outreach](#)

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## May 17 webinar: School Safety and Security Board Report: What Should I include in 2023?

In accordance with the PA School Code, each district's School Safety and Security Coordinator is required to provide an annual report to their school board. Presented in executive session, this report must include an overview of the school entity's current safety and security practices, along with identified strategies for improvement. In this hour-long complimentary member webinar at 12:00 p.m., get an expert overview of the requirements of the report and tips for what should be included in the presentation to the school board. Recent updates in school safety and security will also be discussed as well as hot topics that are recommended for inclusion in this year's report.

[Click here to register](#)

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## June 17 webinar: COSSBA Urban Boards Alliance Webinar Series

The COSSBA Urban Boards Program invites you to join its complimentary webinar, "**Food Insecurity and Public Education**" on **June 20, 2023**, at 12:00 p.m. The webinar will explore the issue of food insecurity and how it impacts children and families across the United States, along with practical steps that school districts can take to address opportunities in their communities. Registration is not required. [Learn more](#) and click below to join this webinar.

[Click here to join the webinar](#)

### PSBA Liaison Digest Summary Update (from 4/24/23)

## Webinar: Student & Athletic Accident Coverage

This webinar providing key insights into PSBA Insurance's new student accident program will be hosted by Megan Orehek, senior director of marketing and communications at PSBA Insurance, and Jeff Maynard, head of business development at Players Health. Join us to learn why this new program is the best in the state and across the country. The complimentary tools and resources available to all participants are just the icing on the cake.

**Choose from one of the webinar dates listed below that best suits your schedule and use the button below to register.**

April 25, 2023: 12:00 - 1:00 p.m.

April 27, 2023: 2:00 - 3:00 p.m.

May 16, 2023: 10:00 - 11:00 a.m.

[Click here to register](#)

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# Submit proposals for PSBA's 2024 Legislative Platform

Your school board is invited to submit proposals for consideration for PSBA's 2024 Legislative Platform. The window for your board to submit proposals is open now through **June 30**.

Boards may create new proposals, voice support for the continuation of specific items in the current platform, amend existing platform language, or suggest the deletion of a current statement. Begin by reviewing the current PSBA [2023 Legislative Platform](#) (or see [the pdf version](#)).

**Please remember to include this on your board agenda for April, May or June and submit the form to PSBA between now and June 30.** All proposals will receive initial consideration by the PSBA Platform Committee on August 26, with final consideration by the Delegate Assembly on November 4. Questions regarding the platform adoption process should be directed to Cindy Eckerd at [cindy.eckerd@psba.org](mailto:cindy.eckerd@psba.org)

[Click here for the online submission form](#)

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## Outreach Office Hours continue

Members of PSBA Outreach are standing by to answer your questions and help connect you with PSBA resources! Virtual office hours are open each week on the dates and times below. Just log into myPSBA and click on the Outreach Office Hours tab to the left. No additional links, logins or camera are needed! Learn more on [myPSBA](#).

### Dates and Times:

Tuesday: 10:00-11:00 a.m.

Wednesday: 11:00 a.m.-12:00 p.m.

Thursday: 2:00-3:00 p.m.

[Click here to join Office Hours](#)

**PSBA Liaison Digest Summary Update (from 4/17/23)**

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## SLC keynote announced

The first 2023 School Leadership Conference keynote speaker has been announced! [Dr. Christine Porath](#), the author of *Mastering Community*, and *Mastering Civility* and co-author of *The Cost of Bad Behavior*, is a visiting faculty member at Kenan-Flagler Business School at the University of North Carolina at Chapel Hill, an associate professor at the McDonough School of Business at Georgetown University and a consultant. Registration for #PASLC2023 is coming soon!

[Click here to learn more](#)

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## Superintendent Evaluations powered by MetricsED

Through a fully digital platform, MetricsED, PSBA provides a solution for superintendent evaluations that drives important and meaningful conversations with the school board to keep your leadership team healthy. PSBA offers options for a standard or customized evaluation, which allows for the board to alter the evaluation criteria to align with the superintendent's annual goals and performance objectives. Upon completion of either evaluation, a report is generated to be shared with the full board. [Learn more.](#)

[Click here to learn more](#)

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## PA Farm to School grants

The [Pennsylvania Farm to School Grant Program](#) provides funds to improve access to healthy, local foods and increase agriculture education opportunities for kids. Schools are eligible to apply and producers, community leaders and anyone who is a farm-to-school stakeholder is encouraged to partner with their local school when applying for and implementing this grant.

### **The PA Farm to School Grant funds:**

- Training for teachers and staff
- Procuring local foods for school cafeterias

- Educational opportunities such as:
  - Including classroom curricula as well as experiential learning
  - Providing for family and community involvement in educational opportunities
  - Field trips to local farms or other agricultural operation
  - School Gardens for the purpose of education or to supply the cafeteria

[Learn more and apply](#) by May 19, 2023!