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**Derry Township School District
Board of Directors Meeting
April 11, 2023
Summary Minutes - XVIII**

1. OPENING ITEMS

1.a. Call to Order

Minutes

The meeting was called to order by Mr. Singer at 7:00 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, and Disha Patel

Solicitor: Stephen Moniak

Staff/Public in Attendance In-Person: Mark Anderson, Phil Ayala, Sarah Karpel, Sheryl Pursel and Tracey Royo

Staff/Public in Attendance Virtually: Lisa Balanda, Mark Balanda, Tracy Brown, Michael Davies, Alexandria DeCicco, Lauren Doliner, Jena Funck, Anna Gawel, Scott Harman, Colby Hollinger, Andrea Mitchell, Angie Persing, Brianna Pogue, Jennifer Renz, Honesta Romberger, Kirsten Scheurich, Lindsey Schmidt, Angie Shipper, Melissa Shultz, Heidi Stine

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 Ms. Drew and a second by Mrs. Memmi the board agenda for this evening's meeting 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

2. INFORMATIONAL AND PROPOSALS

2.a. President Communications

Minutes

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

- Matters of Personnel
- Informational Items

2.b. 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

There were no citizens requesting recognition by the Board.

2.c. Community Correspondence Report

Minutes

Ms. Karpel reported that there was a total of nine submissions during the month of March.

2.d. Standing Committee Meeting Report

Minutes

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

- Textbook Recommendations for first read-
 - Dear Evan Hanson
 - Borna Crime
 - Temas
 - Character Strong Curriculum

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

- Old Business - Survey Update for parents and athletes to be implemented in the fall of 2023
- State of Union for Athletics - NIL
 - currently in the process of learning and gathering the NIL (Name, Image, and Likeness) details
 - information to be shared with families when details are understood and relevant
- Athletic Handbook
 - in draft form right now
 - everything will be housed in one place - helpful for coaches
 - working to finalize
- Requests for Letter Jackets - looking to have this available by the late spring of 2024

2.e. 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 and Disha Patel gave a report that included the following:

- HHS Humanities club returned from Europe field trip
- Shiza Saad, a junior, placed 4th in the Rotary Speech Competition

- The statewide model convention for Youth and Government is this Thursday through Sunday at the state capital
- HMS hosted their annual mini-THON raising \$10,802.50
- PMEA All Eastern Orchestra is this weekend at the university of Rochester with 2 HHS violinist, Alicia Xie and Bryant Liu, participating
- PMEA All State Band and Orchestra takes place next week
- HHS Wind Symphony performed at the State Capital as part of the Pennsylvania Music Educators Association's Music in our Schools Month series
- Powerlifting team competed in the Powerlifting America High School National meet and placed 2nd
- HMS drama presented the show Game of Myths on March 31st
- 2023 Regional Media and Design Competition held at the Capital Area Intermediate Unit on March 30th with multiple 1st, 2nd, and 3rd place winners
 - Ian Andrews's (8th grade) project is moving on to the State competition in May
- Trojan Buddies event next Friday, April 21st
- The March Trojan 10
 - Jadyn Armogida, Deniah Baity-Brownlee, Nischal Dhungana, Hayden Gilmore, Christina Lengle, Geovanni Meyer, Alexis Paschke, Hajirah Riarh, Sam Roush, Alicia Xie.
- Key Club's Walk for clean water on April 16th at 12:00 p.m.
- HHS Theatre Cabaret Night is April 16th

2.f. 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 April 11, 2023, Board of Directors Summary Minutes
2. HESPA MOU - Bus Drivers
3. Penn State Health Affiliation Agreement
4. MenuLogic
5. Nearpod Inc.
6. NoRedInk
7. Precision Fire Protection Inc.
8. The Giant Center (Regional Management)
9. UPCYCLE USA
10. Presentation - Special Education Comp Plan 2023-2026

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.

Minutes

Following a motion by Ms. Drew and a second by Dr. Koch the Consent Agenda items 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

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

4.b. Approval of Policies (Revised Policies)

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- Policy 011 Principles for Governance and Leadership
- Policy 119 Controversial Issues
- Policy 200 Enrollment of Students
- Policy 202 Eligibility of Nonresident Students
- Policy 204 Attendance
- Policy 217 Graduation
- Policy 233 Suspension and Expulsion
- Policy 251 Students Experiencing Homelessness, Foster Care and Other Educational Instability
- Policy 800 Records Management
- Policy 810 Transportation
- Policy 828 Fraud
- Policy 829 Electronic Signatures
- Policy 831 Livestreaming

4.c. Approval of Policies (Reviewed Only)

The Administration recommends the approval of the following policies of the Derry Township School District Policy Manual which have been on public display for thirty-days in the Hershey Public Library, District Office, and the Derry Township School District Website:

- Policy 810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers
- Policy 810.2 Transportation Video/Audio Recording
- Policy 810.3 School Vehicle Drivers
- Policy 811 Bonding
- Policy 812 Risk Management

4.d. Request for the Use of School Facilities

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

Group: Hershey Soccer Club

Date/Time: Monday - Friday, April 12, 2023 - June 11, 2023, 5:30 p.m. - 8:30 p.m.

Saturdays - April 15, 22, 29, May 6, 13, June 10, 2023, 9:00 a.m. - 6:00 p.m.

Sundays - April 16, 23, 30, May 7, 14, 21, June 4, 11, 2023 12:00 p.m. - 6:00 p.m.

*Field not available Friday, May 19, Saturday, May 20, & Saturday, June 3, 2023

Requested Facility: MS Lower Field B

Event: Practices & Scrimmages

Fee: Custodian: Saturday & Sunday Only - \$44.09 per hour - approximately \$5,114.44

Group: Hershey Youth Football Association - Cheerleading

Date/Time: July 31, August 1, 2, & 3, 2023 5:30 p.m. - 7:30 p.m.

Requested Facility: Granada Gym

Event: Cheerleading Tryouts

Fee: None

4.e. Announcement of Staff Development Conferences

Staff Member:	Jennifer Koliscak
Conference:	Web Basic Training
Location:	Cincinnati, OH
Dates:	April 24 - 26, 2023
Staff Member:	Brian Buterbaugh

<i>Conference:</i>	PMEA All State
<i>Location:</i>	Poconos, PA
<i>Dates:</i>	April 19 - 22, 2023
<i>Staff Member:</i>	Brandon Buterbaugh
<i>Conference:</i>	PMEA All State
<i>Location:</i>	Poconos, PA
<i>Dates:</i>	April 19 - 22, 2023

4.f. Approval of Field Trip/Excursion - HMS Kenbrook

The Administration recommends the approval of the proposed overnight field trip/excursion as listed:

<i>Group:</i>	Middle School - Sixth Grade
<i>Number of Participating Students:</i>	255
<i>Grade Level:</i>	6
<i>Destination:</i>	Kenbrook - Lebanon, PA
<i>Purpose:</i>	Use the outdoors to teach students cross curricular lessons
<i>Departure:</i>	5/22/23 & 5/24/23
<i>Return:</i>	5/24/23 & 5/26/23
<i>Trip Leader:</i>	Mike Warfel & Dan Hugendubler

The District reserves the right to cancel the excursion based on events that could pose a heightened safety or security risk.

4.g. Approval of Textbooks

The Administration recommends the approval of the following textbook for use in the 2023-2024 school year:

<i>Elementary School</i>	
<i>Curricular Area:</i>	Mathematics
<i>Subject/Course:</i>	Elementary Math
<i>Grade Level(s):</i>	K-5
<i>Title:</i>	Eureka Math ²
<i>Publisher:</i>	Great Minds

<i>Author:</i>	Great Minds
<i>Copyright:</i>	2021

The textbooks were reviewed and approved at the February 13, 2023, Curriculum Council meeting. The funding for the recommendation is included in the 2023-2024 Curriculum Budget.

4.h. J. Hubler Inc.

The Administration recommends the approval of the J. Hubler Agreement to provide mowing services as needed during the spring. This supplemental help is needed due to the current staffing shortage in the maintenance department.

4.i. JKM Training Inc.

The Administration recommends the approval of the JKM Training Agreement to provide safe crisis management instructor recertification training for seven staff.

4.j. Living Unlimited Inc. Agreement

The Administration recommends the approval of the Living Unlimited Inc. Agreement to provide one hour of music therapy treatment to support SEL for students with complex needs.

4.k. Penn State Health Agreement

The Administration recommends the approval of the Penn State Health Agreement to provide a primary care sports medicine physician and orthopedic sports medicine physician to conduct pre-season physicals, attend home varsity football games, and provide athletic training assistance for student athletes.

5. NEW BUSINESS

5.a. Approval of Derry Township School District Special Education Comprehensive Plan July 1, 2023, through June 30, 2026

Following completion of the 28 day inspection and comment period, the Administration recommends the approval of the Derry Township School District Special Education Comprehensive Plan July 1, 2023, through June 30, 2026.

Minutes

Following a motion by Ms. Drew and a second by Mrs. Memmi, the Derry Township School District Special Education Comprehensive Plan, July 1, 2023 through June 30, 2026, 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. Approval of CAIU 2023-2024 General Operating Budget

The Administration recommends the approval of the 2023-2024 Capital Area Intermediate Unit General Operating Budget. Derry Township School District's contribution to the General Operating Budget is \$52,269.

Minutes

Following a motion by Dr. Koch and a second by Dr. Cronin the 2023-2024 Capital Area Intermediate Unit General Operating Budget with Derry Township School District's contribution of \$52,269, 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.c. Resolution to Approve the Joinder Agreement to the Restated Articles of Agreement for the Establishment & Operation of Dauphin County Technical School

The Administration recommends the Board approve the Resolution to approve the Joinder Agreement to the Restated Articles of Agreement for the Establishment & Operation of Dauphin County Technical School.

Minutes

Following a motion by Dr. Koch and a second by Mrs. Memmi, the Joinder Agreement to the Restated Articles of Agreement for the Establishment & Operation of Dauphin County Technical School, 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.d. Laurel Life Services

The Administration recommends the approval of the Laurel Life Services Agreement to provide an Elementary Transition Classroom for three grade levels, fourth through sixth, for ten students, maximum, in need of therapeutic classroom-based services.

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Rizzo, the Laurel Life Services Agreement, 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.e. Personnel - Resignations

The Administration recommends the approval of the following resignations:

Classified:

Campbell, Kahea

Custodian (2nd shift)

High School

Reason: Personnel

Effective: 04/03/2023 (retroactive)

Minutes

Following a motion by Mrs. Memmi and a second by Mr. Rizzo, 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.f. Personnel - General

1. The Administration recommends the approval of the following appointments and recognition of the following transfers:

Limited Service Contract:

Woodrow, Jesse*

Assistant Coach - H.S. - Baseball (.5 LSC)

Group E, Step 15

Salary: \$2,553

Effective: 04/12/2023

***This individual is currently an employee. Certifications are on file.**

Minutes

Following a motion by Mr. Rizzo and a second by Ms. Drew, the Personnel - General items were approved and transfers were recognized.

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

6. DELEGATE REPORTS

7. SPECIAL REPORTS

7.a. Board Members' Report

Minutes

There were no reports shared by the Board Members.

7.b. Superintendent's Report

Minutes

Dr. Winslow did not have a report to share.

7.c. Board President's Report

Minutes

Mr. Singer encouraged attendance at the next board meeting for the Special Education presentation.

8. ARCHITECT INTERVIEWS

Minutes

Dr. Winslow led the architect interviews by sharing the process.

- 2-minute Introductions of the firm and design team
- 15-minute Candidate presentation
- 20-minute DTSD Board questions

- 10-minute Follow-up Questions and Discussion

Architects participating in the interviews:

- Crabtree, Rohrbaugh & Associate
- RLPS

9. 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 in the initial public comment portion of our meeting.

Minutes

There were no citizens requesting recognition by the Board.

10. ADJOURNMENT

Minutes

The meeting was adjourned at 9:35 p.m. following a motion by Mrs. Memmi and seconded by Dr. Koch.

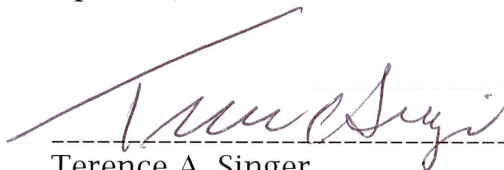
Vote Results

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	

Respectfully submitted,



Michele Agee
Secretary to the Board
April 24, 2023



Terence A. Singer
Board President

Derry Township School District
Board Meeting
April 11, 2023

Please Sign In AND Print Your Name

Signature

Printed Name

Sample Signature

Sample Name Printed

Signature

Printed Name

Signature

Printed Name

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Virtual Attendance April 11, 2023

Lisa Balanda

Mark Balanda

Tracy Brown

Michael Davies

Alexandria DeCicco

Lauren Doliner

Jena Funck

Anna Gawel

Scott Harman

Colby Hollinger

Andrea Mitchell

Angie Persing

Brianna Pogue

Jennifer Renz

Honestia Romberger

Kirsten Scheurich

Lindsey Schmidt

Angie Shipper

Melissa Shultz

Heidi Stine

Derry Township School District



Request for Field Trip Form

Date Submitted: 9/28/2021

Name of Group, Class or Organization: 6th Grade

Teacher(s) or Advisor(s): Mike Warfel & Dan Hugendubler

Destination: Kenbrook, Lebanon PA

Transportation Provider: Derry Township School District

Date of Departure: 5/22/2023 & 5/24/2023

Time of Departure: 9:00 am

Date of Return: 5/24/2023 and 5/26/2023

Time of Return: 11:30 am on 5/25 & 5/27

Purpose of Trip: Use the outdoors to teach students cross curricular lessons

Number of Students Participating: 255

Grade level(s): 6th

Curriculum Connections

1. Biology
2. Mathematics
3. Communication Arts

Names of All Staff Participating: (Check ☒ if a substitute teacher is required)

See Attached Paper ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

Name of Volunteer Chaperones: (Check ☒ if clearances have been approved – Verify with Human Resources)

See Attached Paper ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

_____ ☐

Teacher(s) or Advisor(s) Signature: _____

Date: 3/17/3

The Principal/Supervisor must have the emergency contact information and list of all participants prior to the date of the trip.

Field Trip Costs		Cost Per Student	Qty.	Student Subtotal	Cost Per Staff or Chaperone	Qty.	Staff / Chaperone Subtotal	Amount
A	Transportation	\$5.21	255	\$1,328.55	\$5.21	80	\$416.80	\$1,745.35
B	Lodging	\$118.00	255	\$30,090.00	\$118.00	80	\$9,440.00	\$39,530.00
C	Meals			\$0.00			\$0.00	\$0.00
D	Registration/Entrance Fees			\$0.00			\$0.00	\$0.00
E	Staff Substitutes	(\$129 per substitute per day)						\$3,612.00
F	Other Expenses (List):							\$11,000.00
Total Trip Expense (Add Amounts for Lines A - F)								\$55,887.35

Field Trip Funding Sources		Fee	Qty.	Amount
G	Fees paid by Student/Family	\$25.00	100	\$2,500.00
H	Fees paid by Chaperone	\$50.00	50	\$2,500.00
I	PTO/Booster Club (specify) _____			\$0.00
J	Activity Account (specify) _____			
K	Department Budget (specify) <u>Budget Unit: 1011000002250000 Account Code: 810</u>			\$50,887.35
L	Other (specify) _____			
Total Trip Funding (Add Amounts for Lines G - L)				\$55,887.35

Total Trip Funding Must equal Total Trip Expense

Plan to cover costs for students with an economic hardship: _____

Explanation if Funding Sources are less than Field Trip Costs: District covers the remaining amount

Approval/Disapproval			
Building/Supervisor's Principal: Assistant Superintendent for Curriculum & Instruction:	Approved _____ Approved _____	Disapproved _____ Disapproved _____	
Reason for Disapproval: _____ Principal's/Supervisor's Signature: <u>[Signature]</u> Date Processed: <u>3-20-23</u> Superintendent's Signature: <u>[Signature]</u> Date Processed: <u>3-21-23</u> Board Approval Date (if required): <u>April 11, 2023</u>			



Derry Township School District
Hershey, Pennsylvania

Textbook Recommendation and Adoption

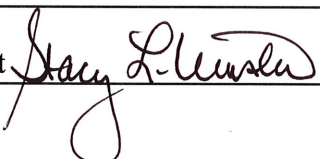
Curricular Area Mathematics	Subject/Course Elementary Math
Grade Level(s) K-5	Copyright Date 2021
Recommended Title: Eureka Math ²	
Author: Great Minds	Publisher Great Minds
<p>Reasons for selection: (Include relationship to written curriculum, level of difficulty, up-to-date content, available related/supporting materials, other books considered. Please include a description of online resources that are included or licenses that will be purchased with the text. Please include the number of licenses needed and the length of access before renewal. Continue on the other side if necessary and attach any supporting information.)</p> <p>Through ongoing professional collaborative team discussion in the past few years, we have identified areas in our K-5 math curriculum and state standards that are not fully addressed with our current program, EveryDay Math. There are an abundant number of essential standards that are not addressed, or minimally addressed with EveryDay Math- and we have had to continue to pull resources from other areas to meet these needs. In addition, we have focused on restructuring our math instructional model and intervention model over the past several years, and have found the spiral that occurs in the EDM program to be very difficult and not supportive of the vision and future direction for our elementary math instructional program. There is a need for a tool that strongly supports the district curriculum, state standards, and our school vision of our mathematics program.</p> <p>Staff members in grades K-5 have piloted the Eureka² program after it was selected through a program selection process last school year. Through the selection process the following programs were considered: Bridges in Mathematics, Envision Mathematics, Eureka² Mathematics, Into Math, Math Expressions, and Zearn</p> <p>Eureka² offers a program structure that more closely aligns with our curriculum, standards, and vision for mathematics instruction and intervention. Eureka² offers standards-based, explicit instruction, levels of proficiency, differentiated instruction, including enrichment and ELL components and aligned assessments.</p> <p>In addition to the printed teacher and student manuals and materials, there is a fully digital component where materials are accessible.</p> <p>Eureka² includes the following components: Teach- Teacher instruction manuals- There are 6 teacher manuals focused on 6 modules. Each module is broken down into topics and lessons. Learn- Student companion text to the instruction book for school instruction- 6 modules</p>	

Apply- Student companion book for home practice- 6 modules
Great Minds Digital Platform- organized into five key curriculum spaces: Teach, Assign, Assess, Analyze, and Manage. Access to a digital library of assessments that can be duplicated and adjusted is available in the 'Assess' space. Reports and data can be viewed through the 'Analyze' space. Student and class rosters can be managed through the 'Manage' space.

Initial materials needed for implementation are the Teach, Learn, Apply, and Digital Platform. After the first year of implementation- the Learn and Apply, and Digital Platform will need to be purchased on a yearly basis.

Cost per book vs. number of books needed:
Teacher's Books- \$170.00 * 47= \$7,990.00
Student Materials- \$ 42.00 * 1,444 student= \$60,648
Additional costs:
Assessment package
Manipulative Kit
Shipping/Handling-

Cost: Approximately: \$139,000.00

Selection Personnel	Alex Walmer	Kayla Isbell
	Heather Ortiz	Danielle Shreves
	Jeff Paukovitch	Megan Miller
	Laura Alexander	Nicole McCarthy
	Tucker Garner	Stephanie Grosko
	Christine Hicks	Ashley Williams
Program Leader: Megan Miller and Casey Willis		Date: 2/13/23
Principal: Jena Funck		Date: 2/13/23
Assistant Superintendent: Aaron Shuman		Date: 2/13/23
Approved Superintendent 	Date 4/11/23	Board Approval Date April 11, 2023



J. HUBLER INC.
Far From Your Typical Landscaper

Wide-area mowing

J. Hubler Landscaping Inc.

Client Name: Derry Township School District

Project Name: 2023 Mowing with wide area mower

Jobsite Address: 30 East Granada Avenue, Suite 200
Hershey, Pennsylvania 17033

Billing Address: 30 East Granada Avenue, Suite 200 Hershey,
Pennsylvania 17033

Estimate ID: EST2024486

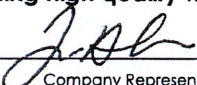
Date: Mar 06, 2023

Please check the 'Approved' box beside all services you wish included in your seasonal service package.

Approved?	Service Description	Per Visit Price
<input type="checkbox"/>	Wide area finish mowing per hour	\$117.50

- Per hour price for either our Toro 4000D or John Deere 1600T wide-area mowers.
- Rear discharge for safety
- Triple-fully floating wing decks
- We can mow as little or as much as would be needed to help out until we are no longer needed in June-July timeframe.
- These wide area mowers can mow between 7-13 acres per hour depending on how many obstacles compared to an Exmark or SCAG zero-turn at 1.3-2.5 acres per hour.
- Price does not include string trimming or blowing off clippings.
- Includes operator.

We very much appreciate the opportunity to provide this proposal. J. Hubler Landscaping has been in business in Elizabethtown since 1995 and is very focused on treating customers extremely well and providing high quality work. Please visit our website at www.jhubler.com

Estimate authorized by: 
Company Representative

Estimate approved by: 
Customer Representative

Signature Date: 3-6-23

Signature Date: 4/11/23

*Prices shown do not include tax. Applicable taxes will be added to invoice(s).

Contractor Initials: _____ Customer Initials: _____



SAFE CRISIS MANAGEMENT

JKM TRAINING, INC. ♦ 1710 RITNER HWY, STE 1 ♦ CARLISLE, PA 17013

TRAINING CONTRACT

PROGRAM	SCM Instructor Recertification – Online/1-day Skill Out Option		
DATES	June 8, 2023		
TIMES	8:30am-4:00pm		
PARTICIPANT #S			
ORGANIZATION/SCHOOL	Derry Township School District		
ADDRESS	30 East Granada Ave		
CITY, STATE, ZIP	Hershey, PA 17033		
CONTACT	Lisa Sviben Miller/Chris Grudi		
CONTACT TELEPHONE	Work #: 717-508-2246	Cell#: 717-554-4115	
CONTACT EMAIL	lmiller@hershey.k12.pa.us		
JKM INSTRUCTOR	Michelle Stagmer		
PRICING	<p>\$2195.00 plus instructor expenses - plus \$155/person for online course</p> <p>Instructor Expenses Include:</p> <ul style="list-style-type: none"> ▪ Mileage: \$.625/mi (or current federal rate) ▪ Lodging, Airfare, Parking, Rental Car, Fuel, Taxi Service, Tolls (all at actual cost) ▪ Stayover Days: \$150/day (applicable only when instructor must stay over the weekend or additional days due to travel) 		

TRAINING LOCATION:

	Same As Above	X	Different Location – please fill in
LOCATION	Hershey High School Mat Room		
PHYSICAL ADDRESS	550 Homestead Road		
CITY, STATE, ZIP	Hershey, PA 17033		
ONSITE CONTACT	Lisa Sviben Miller		
CONTACT TELEPHONE	Cell #: 717-554-4115	Alternate#:	

LODGING:

	Applicable – please fill in	x	Not Applicable – Instructor commuting
LODGING			
ADDRESS			
CITY, STATE, ZIP			
TELEPHONE			

ORGANIZATION/SCHOOL MUST SUPPLY

(Please refer to attached room illustration)

SCM Theoretical Training:

- ☐ Yes, we have an LCD Projector onsite for your use
- ☐ No, we do not have an LDC Projector onsite
- Classroom space (desks/tables): 1 table/chairs per 5 participants
- Projection screen & long table in front of room with extension cord & power strip for JKM Training, Inc. laptop
- Additional long table in front of room for SCM materials
- Newsprint pad & easel with markers

SCM Emergency Safety Physical Intervention Training:

- Adequate space for physical intervention instruction (100 sqft. per trainee)
- Room should be completely empty
- Flooring should be clean carpeting or exercise mats
- Hydration (water)
- Trainees are encouraged to bring knee pads

CONTRACT TERMS:

Contract must be signed, dated, and returned at least 30 days prior to program, unless program was set up to be provided within 30 days, in such case, contract must be returned as soon as possible. JKM Training, Inc. will not provide training without a signed contract. The number of participants listed on the contract is firm, unless mutually agreed upon otherwise in writing by both parties. If Organization/School increases the number of participants above the participant maximum, each participant over the maximum will be charged at the following rate: 5-day Workshop: \$399/person, 3-day Workshop: \$299/person, 2-day Workshop: \$199/person, 1-day Workshop: \$99/person. Final roster/participant count must be provided to JKM Training, Inc. at least 10 days prior to start of training date. If the number of participants increase after JKM Training, Inc. has shipped materials for training program, Organization/School will assume any additional shipping costs as required. Invoicing will occur after the program has ended; Organization/School has 30 days to submit payment before finance charges (1.5%/month) will be assessed.

CANCELLATION POLICY:

Organization/School has up to 30 days prior to the training date to cancel the program without incurring cancellation fees. If the Organization/School cancels training less than 30 days prior to the training date, cancellation fees shall be assessed as follows: 30-20 days prior 10% cancellation fee. 20-10 days prior – 25% cancellation fee. Less than 10 days prior – 50% cancellation fee. Fees only apply when JKM Training, Inc. is not able to re-book the dates with another training program.

FORCE MAJURE:

The performance of this contract by either party is subject to acts of God, war, government regulation, disaster, civil disorders, or other emergency making it illegal or impossible to provide the training facilities or to hold the training/workshop. This contract may be terminated for any one or more such reasons by written notice from one party to the other. In the event of such an occurrence, both parties agree to use their best efforts to reschedule the training/workshop to a mutually agreeable time.

SAFETY IN THE TRAINING POLICY:

- Organization/School is responsible for the occupational health of its participants.
- Organization/School shall clearly indicate to participants of the training the physical requirements of the course at least two (2) weeks prior to the start date of the training program. Participants must understand that this training includes practice of emergency safety physical intervention which includes physical contact, movement and risk of injury.
- Organization/School shall clearly indicate to participants they are to follow the directions given by JKM Training, Inc. instructors as well as the rules of conduct indicated in the participant's workbook and manual.
- Organization/School shall advise its participants on wearing proper attire (exercise clothing and sneakers).
- Organization/School shall assess all participants to assure they are physically able to participate in the training program prior to the start of the training program.
- Organization/School shall ensure that its employees know they are legally required to report any factors that may increase risk of injury during training. These physical conditions include but are not limited to pregnancy, heart conditions, brittle bones or personal circumstances.
- Organization/School understands that JKM Training, Inc. reserves the right to exclude anyone deemed unsuitable for training on the basis of health, physical status or unprofessional attitude.
- JKM Training, Inc. does not guarantee that the techniques and methods taught in this program comply with all local laws, policy or regulations governing individuals using them. Organization/School should verify this compliance with the appropriate authorities.
- JKM Training, Inc., its owners, and instructors assume no liability for injuries, loss, or damages associated with the misuse, or incorrect application of skills and techniques taught in the program or illegal or inappropriate use of the same whether or not such injury, loss or damage is foreseeable.
- Organization/School shall indemnify, hold harmless and defend JKM Training, Inc. from and against any and all costs, expenses (including reasonable counsel fees), liabilities, losses, damages, suits, action, fines, penalties, claims or demands of any kind and asserted by or on behalf of any person, entity or governmental authority arising out of or in any way connected with this training contract.

SAFE CRISIS MANAGEMENT POLICY REQUIREMENTS FOR CONTRACTED ORGANIZATION/SCHOOL:

Below are the policy requirements for the successful implementation of Safe Crisis Management in service agencies and schools. Organization/Schools utilizing JKM Training, Inc. for the training of personnel as SCM Instructors or for the training of direct service staff in SCM, through this contract, must agree to create policies congruent with those indicated below.

Training Policy:

- Establish Safe Crisis Management as the intervention model staff will use.
- Establish which staff must be trained (suggested all direct contact staff be trained) - comply with all governing bodies.
- The training content
 - Standard SCM curriculum.
 - If using emergency safety physical interventions, a minimum of 3 standing techniques (including extended arm assist with the possibility of multiple-person assists).
 - If using emergency safety physical interventions and policy permits seated/kneeling assists, must teach at least one assist to a seated/kneeling assist.
 - If using emergency safety physical interventions and policy permits floor assists, must teach at least one supine or side assist (cannot teach prone assists only). If floor assists are taught, then instructors must teach how to move from the floor to the seated assist.
 - Emergency safety physical interventions must be size and age appropriate.
 - Any alterations to the standard SCM curriculum must be preauthorized in writing by JKM Training, Inc.

- Time requirements
 - Must comply with all governing bodies and according to best practice standards.
 - Length and frequency of training is dictated by regulations or standards, staff numbers, experience level, etc.
 - Recommended 18 training hours for the staff certification class.
 - Recommended 12 training hours for the staff recertification class.
 - Ongoing training is highly recommended to minimize learning drift (monthly, quarterly).
- Delivery requirements
 - SCM must be delivered by a certified instructor.
 - SCM must have adequate time and space for physical intervention skills practice.
 - JKM Training, Inc. recommends co-facilitation and at least one instructor for every twelve participants.
- Proficiency requirements
 - SCM requires both written and physical skills (assuming emergency safety physical interventions have been taught) testing to verify learning.
 - Failure to pass required testing must have supervisory follow-up. Retraining should be required for those who do not demonstrate appropriate proficiencies. Indicate how many times a staff may be retrained if they continue to fail. Attendance and proficiency measurement must be documented.

Intervention Policy:

- Organization/School's mission
- The conditions requiring emergency safety interventions (harm to self or others) – emphasized as a last resort option.
- Interventions must follow the least restrictive alternative principle.
- Intervention methodology (prevention, de-escalation, emergency safety and after incident).
- Establish which emergency safety physical interventions are permitted for use.
- Adherence to an individual's behavior support plan during any emergency safety intervention.
- A clear indication as to who can physically intervene.
- A clear substitution procedure during emergency safety physical interventions.
- Monitoring and documentation requirements.
- A clear release process during emergency safety physical interventions.
- Documentation that staff have attended training and demonstrated competency and acceptance of the intervention policy.
- Whenever possible, a supervisor or designee be present and approve the use of emergency safety interventions.
- Duration limitations for emergency safety physical interventions should not exceed state law or established accreditation requirements. JKM Training, Inc. requires a time limit of five minutes for prone interventions and a ten minute time limit for all other interventions. Distress factors should be monitored during and after any intervention.
- Adopt goals to reduce the use and duration of emergency safety interventions.

Supervision Policy:

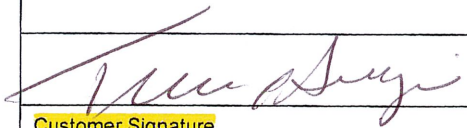
- Should provide supervisors with a clear expectation of the SCM related duties.
- Supervisors should teach, support, monitor and enforce SCM performance expectations.
- Supervisor should be able to identify SCM curriculum priorities; set performance expectations accordingly; observe/review employee performance; provide reinforcement or corrective action; revise SCM priorities as needed.

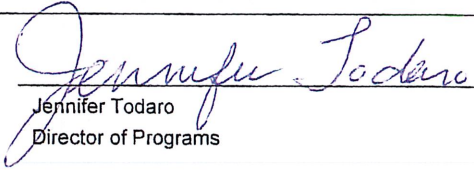
Documentation Policy:

- Should address staff's responsibility to complete accurate incident reports.
- All documentation should be completed prior to the end of the staff's workday.

Evaluation Policy:

- Organization/School should establish an incident review process (often reviewed in a safety or incident review committee).


Customer Signature


Jennifer Todaro
Director of Programs

April 11, 2023

January 4, 2023

Date

Date

Please Sign, Date and Return



Group Music Therapy Terms of Service Agreement
Community Based

The following Terms of Service will be effective beginning September 2023 until June 2024.

Between: Living Unlimited Inc. (Service Provider)
4601 Locust Lane, Suite 202, Harrisburg, PA 17109
(717)526-2111

And: Derry Township School District for Hershey High School Music Therapy Group
30 E. Granada Avenue, Hershey, PA 17033

Outline of Group Services:

The Service Provider will provide music therapy treatment to the client in the care of the above mentioned. The services provided will include direct and indirect services. Direct services may include face-to-face time spent with the group, clinical treatment, attendance at meetings, and documentation. Documentation and meetings are required components of treatment. Documentation will be included as part of each session. Attendance at meetings held by the school district will be held at the discretion of the school district which may be billed to the school district. Half-hour sessions include: 25 minutes of face-to-face clinical treatment and 5 minutes of documentation. Hour sessions include: 50 minutes of face-to-face clinical treatment and 10 minutes of documentation.

Attendance and Cancellation Policy:

Regular attendance is expected in order to provide most effective treatment. If there is a need to cancel a session 24 hour notice is expected and a make-up session should be attempted as per the Living Unlimited Inc. Cancellation Policy. If a session is missed and the therapist is not informed prior to the start of the session, a fee of half the session cost will be charged. Therefore, a missed half-hour session charge will be \$41.25, and a missed hour session charge will be \$82.50.

Service Options:

Music Therapy sessions will be provided in half-hour or hour increments. Half-hour sessions are billed at a rate of \$82.50. Hour sessions are billed at a rate of \$165.00.

Cost Calculation for Services:

 30 Minutes (\$82.50) x 60 Minutes (\$165)
 1 Sessions per week 5 Maximum sessions per month (not to exceed once per week)
\$165 Cost per session \$825 Maximum cost per month

Billing:

Billing takes place once per month and is sent out on the 15th of the following month or the next business day. If there is a need to obtain billing information prior to this time, other arrangements may be made.

I agree to abide by the terms outlined above:

Lauren Rowe 4/12/2023

Music Therapy Manager

Date

Lauren Rowe

Printed Name

Authorized Signature

April 11, 2023

Date

President, School Board

School District Representative

AGREEMENT
for the Provision of Athletic Team Physician Services

This Agreement ("Agreement") is made by and between the **Penn State Health Milton S. Hershey Medical Center**, a nonprofit corporation organized and existing under the laws of the Commonwealth of Pennsylvania with its principal office at 850 University Drive, Hershey, PA 17033, hereinafter called "HOSPITAL"

AND

Derry Township School District, with its principal offices at 500 Homestead Road, Hershey, PA 17033, hereinafter called "DISTRICT".

RECITALS

- A. DISTRICT, operates interscholastic athletic programs ("Athletic Programs") for its own students (individually a "Student", and collectively, "Students").
- B. DISTRICT desires to make arrangements for pre-season athletic physicals for its Students participating in Athletic Programs, and a physician to be present at designated sports events.
- C. HOSPITAL has agreed to such arrangements upon the terms contained in this Agreement with DISTRICT.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and intending to be legally bound hereby, the parties hereto agree as follows:

- 1. The term of this Agreement shall begin on July 1, 2023, and end on June 30, 2027, a four (4) year contract.
- 2. HOSPITAL shall provide a fellowship trained primary care sports medicine physician (MD/DO) and an orthopedic sports medicine physician (MD/DO) (each and collectively, the "Team Physician") to share, based on availability, the responsibilities outlined in and throughout the term of this Agreement. The Team Physician(s) are identified on Schedule A but may designate another qualified physician to perform the following responsibilities:
 - a. Team Physician or his/her designee will conduct pre-season physical examinations for Student participants in Athletic Programs, prior to the Fall, Winter, and Spring sports seasons, on the dates and times mutually agreed upon by the parties.
 - b. Team Physician or his/her designee will conduct physical examinations for any coaches needing such examination for employment within the DISTRICT, upon request.
 - c. Team Physician or his/her designee will be present at:
 - i. Home varsity football games.
 - ii. Additional agreed upon sports events, provided a 30 day notice is given.
 - iii. Weekly injury clinic at a time mutually agreed upon between the Team Physician and the DISTRICT's Licensed Athletic Trainer, which may coincide with home game coverage. Agreed upon times will not conflict with Team Physician's clinical responsibilities at HOSPITAL.

- d. Team Physician or his/her designee will be available twenty-four hours a day, seven days a week, "on call" to consult with the DISTRICT's Licensed Athletic Trainer(s) and/or DISTRICT sports team coaches regarding any of its Student athlete injuries within the DISTRICT.
 - e. While Team Physician or his/her designee is present at a DISTRICT event, Student injuries from other of DISTRICT's in-season sports may be evaluated by the Team Physician. The Team Physician or his/her designee shall be present at the site of the DISTRICT event at least ten minutes prior to the scheduled start of the event.
 - f. Team Physician will review and approve DISTRICT's Sports Medicine Department Standard Operating Procedures.
 - g. Team Physician will develop a concussion management policy and provide access to clinical care related to concussions.
 - h. Team Physician or his/her designee will provide medical oversight of the DISTRICT's Licensed Athletic Trainer(s) for athletic events, other school sponsored events, such as tournaments, away competitions, post-season playoff and championship competitions, as agreed upon by DISTRICT and HOSPITAL.
 - i. DISTRICT's Licensed Athletic Trainer(s) shall abide by and adhere to any medical directive of the Team Physician and athletic director of the DISTRICT.
 - ii. If the DISTRICT hires an Athletic Trainer(s) after the commencement of this Agreement, candidates will be subject to approval by the Team Physician.
3. HOSPITAL agrees to provide and maintain during the term of this Agreement professional (medical) liability coverage through an approved plan of self-insurance for the Team Physician performing the pre-season physicals and the designated game physician functions, with coverage in the amounts required by Pennsylvania law. Proof of adequate professional liability and workers compensation insurance is to be provided to the DISTRICT prior to August 1 of each year. HOSPITAL shall be responsible for the acts or omissions of the Team Physician(s) in connection with this Agreement. HOSPITAL personnel providing services under this Agreement shall obtain Pennsylvania State Police and FBI criminal background checks and a Department of Human Services child abuse clearance statement prior to commencing services and provide copies of the same to the DISTRICT as required by law. The parties agree no HOSPITAL personnel shall provide services under this Agreement if the aforementioned background checks contain criminal convictions and/or child abuse findings that would otherwise prohibit employment. HOSPITAL employees providing services under this Agreement shall report to the DISTRICT any arrests or convictions for crimes enumerated in Section 111(e) and (f.1) of the Public School Code within seventy-two hours of their occurrence.
4. HOSPITAL shall present to the DISTRICT proof of current professional licenses in the Commonwealth of Pennsylvania for each Team Physician. HOSPITAL shall immediately notify the DISTRICT if the medical license of any Team Physician is suspended, revoked or otherwise terminated for any reason.
5. Team Physician shall maintain a satisfactory level of professional competence and shall follow and abide by the ethics of the Team Physician's profession, the rules and regulations of all governing boards, all federal, state and municipal laws and ordinances regulating the practice of the Team Physician's profession, and the policies, standard, and regulations of the DISTRICT as may be established from time to time.
6. DISTRICT will provide:

- a. Licensed Athletic Trainer(s) licensed by the National Athletic Trainers' Association ("NATA") and the Commonwealth of Pennsylvania, centrally located at the DISTRICT.
 - b. The DISTRICT's Licensed Athletic Trainer shall abide by and adhere to any medical directive of the Team Physician specified in this Agreement and Athletic Director or principal of the DISTRICT.
 - i. The DISTRICT's Licensed Athletic Trainer shall operate within the guidelines of the NATA.
 - c. A current team roster for each of DISTRICT's sports and prior to the Students' participation in any sport, each Student's preseason physical record, a signed parental consent form for each athlete, and a screening examination form.
 - d. An appropriate and secure training room facility to conduct team physicals and injury assessments, located on DISTRICT premises and easily accessible from practice locations and home competitions.
 - e. Access to training rooms, ice and supplies, including during those periods when school is not in session or DISTRICT facilities are otherwise closed.
 - f. The DISTRICT's Licensed Athletic Trainer will conduct a preseason inventory of current training room equipment and supplies, and will submit a list of necessary materials to the Athletic Director for review and authorization to purchase. DISTRICT will be responsible for the purchase of all approved equipment and supplies. Such supplies as are necessary for the provision of the services of Team Physician and the DISTRICT's Licensed Athletic Trainers, as recommended by the Team Physician.
 - g. Parking and access for vehicles of Team Physician(s) in secure locations adjacent to the training room.
 - h. Liability insurance for all 1) DISTRICT employees and agents, in connection with the activities of the Team Physician(s) and 2) DISTRICT services and facilities with such coverages and in such amounts as are required by Pennsylvania law. DISTRICT shall be responsible for the acts or omissions of DISTRICT Students, employees and agents and any claim or expense arising out of DISTRICT Athletic Programs, services and facilities.
 - i. A full-page advertisement relating to services of the HOSPITAL in DISTRICT'S athletic website, newsletter and/or football program, at no cost to HOSPITAL. The content of such advertisement shall be subject to the approval of both HOSPITAL and DISTRICT.
 - j. On-site availability of emergency medical services at all home varsity and junior varsity football DISTRICT competitions, and on-call emergency medical services for all DISTRICT home middle school and high school wrestling matches.
 - k. Direction from DISTRICT's Athletic Director to DISTRICT's Licensed Athletic Trainer as to which event would receive Licensed Athletic Trainer services in the event of conflicting athletic events. The intent is that the DISTRICT's Licensed Athletic Trainer services will only be supplied to one event, chosen by DISTRICT, in conflicting situations. DISTRICT agrees that event chosen will be the event which has a greater potential risk of injury as determined by the recommendation set forth by the NATA (i.e., collision and contact sports).
7. As compensation for the services provided under this Agreement, DISTRICT shall pay HOSPITAL as follows in three equal installments. HOSPITAL will invoice DISTRICT on October 1, February 1, and May 1.

- a. Team Physician services fees as outlined in section 2.a through 2.h as follows:
- i. School year 2023-2024, the sum of \$4,868.
 - ii. School year 2024-2025, the sum of \$5,014.
 - iii. School year 2025-2026, the sum of \$5,164.
 - iv. School year 2026-2027, the sum of \$5,319.
8. Termination of this Agreement: HOSPITAL or DISTRICT shall have the right to terminate this Agreement as of the first anniversary date, upon a thirty (30) day advance written notice to the other party.
9. Applicable Law and Venue: This Agreement shall be interpreted and resolved in accordance with Pennsylvania law.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year set forth below.

PENN STATE HEALTH MILTON S. HERSHEY MEDICAL CENTER

By: Julie Nickell
Name: Julie Nickell
Title: VP & CFO
Date: 6/20/23

DERRY TOWNSHIP SCHOOL DISTRICT

By: Terence A. Singer
Name: Terence A. Singer
Title: School Board President
Date: June 12, 2023

Schedule A

Team Physician (co-directors) will be:

- Scott Lynch, M.D. - Orthopedic Sports Medicine Physician
- Matthew Silvis, M.D. – Primary Care Sports Medicine Physician

Profile and Plan Essentials

Special Education Students

Total Number of Students Receiving Special Education 362
School District Total Student Enrollment 3280
Percent of Students Receiving Special Education 11

Steering Committee

Name	Position/Role	Building	Email
Kirsten Scheurich	Director of Special Education	Derry Township SD	kscheurich@hershey.k12.pa.us
Angela Persing	Other	Derry Township SD	apersing@hershey.k12.pa.us
Stacy Winslow	Superintendent	Derry Township SD	swinslow@hershey.k12.pa.us
Aaron Shuman	Director of Curriculum	Derry Township SD	ashuman@hershey.k12.pa.us
Lindsey Schmidt	Building Principal	Hershey HS	lschmidt@hershey.k12.pa.us
Jena Funck	Building Principal	Hershey Intrmd El Sch	jfunck@hershey.k12.pa.us
Caitlin Clark	General Education Teacher	Hershey Early Childhood Ctr	clark@hershey.k12.pa.us
Rob Finkill	General Education Teacher	Hershey MS	rfinkill@hershey.k12.pa.us
Jessica Capitani	Parent	Derry Township SD	cadenrox@verizon.net
Catherine Siris	Parent	Derry Township SD	catherine.choe@gmail.com
Terry Singer	Board Member	Derry Township SD	tsinger@hershey.k12.pa.us
Leanne Shoemaker	Special Education Teacher	Hershey MS	lshoemaker@hershey.k12.pa.us
Cara Garner	Special Education Teacher	Hershey Intrmd El Sch	cgarner@hershey.k12.pa.us
Erin Rosensteel	Other	Derry Township SD	erosensteel@hershey.k12.pa.us
Denise Grudi	Other	Derry Township SD	dgrudi@hershey.k12.pa.us
Jason Pedersen	Other	Derry Township SD	jpetersen@hershey.k12.pa.us
Kristina Hershey	General Education Teacher	Hershey HS	khershey@hershey.k12.pa.us

School District Areas of Improvement and Planning - Indicators

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

Indicator not flagged at this time.

Disproportionate Representation by Race/Ethnicity (Indicator 9)

Indicator not flagged at this time.

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

Improvement and Planning Activity
Annual review of student specific data of students with disabilities by race/ethnicity/disability.
Review of math and reading RTII and MTSS programs and procedures for equitable access for all students.
SEL training and monitoring for all staff K-12

Timely Initial Evaluations (Indicator 11)

Indicator not flagged at this time.

Secondary Transition (Indicator 13)

Indicator not flagged at this time.

Graduation (Indicator 1)

Indicator not flagged at this time.

Drop Out (Indicator 2)

Indicator not flagged at this time.

Assessment (Indicator 3)

Indicator not flagged at this time.

Education Environments (Indicator 5)

Improvement and Planning Activity
The district's SEDR report comparing 20-21 and 21-22 school years shows a positive trend in an increase in all LRE related indicators. We will continue to review of student programming and placement for all students in categories 70-79% in general education setting. Revise IEPs to target services to less restrictive environment (80% or more).

Addition of instructional coaches at secondary level (22-23 school year) and elementary level (23-24 school year) to train and strengthen general education teachers in modified curriculum for successful inclusion.

Parent Involvement (Indicator 8)

Indicator not flagged at this time.

Early Childhood Transition (Indicator 12)

Indicator not flagged at this time.

Post-School Outcomes (Indicator 14)

Indicator not flagged at this time.

Resolution Sessions (Indicator 15)

Indicator not flagged at this time.

Mediation (Indicator 16)

Indicator not flagged at this time.

School District Areas of Improvement and Planning - Monitoring

District has completed all monitoring corrective action/improvement plans.

Identification Method

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

RTI (only if state approved)

Building Name	AUN	Branch Number	RTI	Approved RTI Use
Hershey Early Childhood Ctr	115221753	7731	Reading, Math	x
Hershey Primary EI Sch	115221753	1749	Reading, Math	x
Hershey Intrmd EI Sch	115221753	7186	Reading, Math	x
Hershey MS	115221753	6678	Reading	x

Significant Disproportionality - Placement

Significant Disproportionality

District Not Flagged for Significant Disproportionality in this area.

Identify Trends	Improvement Planning and Activities

Significant Disproportionality - Discipline

Significant Disproportionality

District Not Flagged for Significant Disproportionality in this area.

Identify Trends/Notable Observations	Improvement Planning and Activities

Significant Disproportionality - Identification

Significant Disproportionality

District Flagged for Significant Disproportionality in this area.

Identify Trends/Notable Observations	Improvement Planning and Activities
Higher than expected rate of black students identified as having a specific learning disability.	Review of curricular materials for equity in general education and RTII. CCEIS funds used to support training and staffing.

Non-Resident Students Oversight

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

Yes

24 P.S. §1306 facilities				
Facility Name	Facility Type	Facility Type: Other	Services Provided By	Total Students in Facility
Merakey	Group Home		District	1

1. Describe the host's educational oversight to ensure students with disabilities are educated in the least restrictive environment while in the 1306 facility? (If not a host, answer as if you were.)
As part of Child find obligations, the district maintains a relationship with the group home within its borders. Maintaining a point of contact allows the district to work cooperatively with the group home as well as the family to ensure a Free Appropriate Public Education in the Least Restrictive Environment with IEPs in accordance with the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. § 1400 et seq.) and for qualified handicapped students with Service Agreements in accordance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.) and 22 PA Code Chapter 15. The resident school district (where the student's parent(s) resides) has a financial obligation, a duty to cooperate regarding transfer of records, and a role in student monitoring and educational planning. Under 22 PA Code § 11.11(b), the resident school district must cooperate with the host school district to ensure that education records are transferred with 10 (ten) business days of a request from the host school district, if the resident school district is the last school of record. These records must include the name and contact information for the child's parent as defined by state law and the IDEA. All special education services are provided by appropriately certified special education teachers. The host school district (the school district where the children's institution is physically located) is required to allow a nonresident student in a children's institution to attend the public schools of the host school district until the student receives a diploma or completes the school term in which they turn 21.
2. Describe the district's procedures for communicating with 1306 facilities and how the district ensures a successful transition back to school? When transition is known, the district participates in any meetings offered by the facility to receive up to date information about discharge, transition, and needs. The special education teacher is included to have necessary information for programming and services and the school works with the family to identify an appropriate start date at school. The school considers the family's input prior to determining a start date to give consideration of settling into the home before starting school or engaging community agency services. The goal is to minimize the stressors on all stakeholders to set efficiently and effectively prepare the student for a successful transfer back to their previous services. Counselors, building administrators, psychologists, and the school social worker as applicable to the student are included in meetings and discussions. To facilitate a smooth transition, if the residential facility provides notice that a student is to be released from the facility, the host school district should attempt to work with the resident school district to prepare for the student's discharge from the institution at least two weeks prior to the student's planned discharge from the residential program, if possible.

Incarcerated Students Oversight

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

No

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

Least Restrictive Environment

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

Over the last few years, the district has shown a decrease in the number of students receiving services inside the regular class 80% or more. During cyclical monitoring, the district committed to careful analysis and targeted strategies to improve these numbers. The district analyzed teacher calculations, created instructional coaching positions, provided professional development around inclusion and modified instruction. The 2021-2022 school year indicated a 2% improvement jumping from 55.8% to 57.3% in this area. While still below the state average, the district plans to maintain these efforts to continue to improve LRE. The district has shown a consistent trend below the state average for students inside the regular class >40%. For SE in other settings, the district has been consistently below the state average until this year. The state average is at 4.4% and the district is at 4.7%. While a small population could account for the minor difference, the district has looked carefully at all placements for SE in other settings, along with potential district supports that could continue to improve the number of students able to remain in the district. The district is exploring partnership with a community agency to potentially provide supportive services to students who require more support for mental health and behavioral needs. The district has also applied for and been accepted to receive supports from Pattan for its comprehensive autism support. This will enable us to provide a strong framework for our students with autism to delay or prevent the need for out of district placements.

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

The school district engages in School Wide Positive Behavior Support (SWPBS) practices at the elementary and middle schools. There are special education teachers on the teams at both levels. Additionally, the district is proud to have a strong MTSS program and is state approved to use RTII for both reading and math at the elementary level and reading at the secondary level. The district also created a Social Emotional Learning team who has delivered multiple hours of mandatory professional development to the staff over the last 1.5 years. All of these have served to strengthen teacher understanding and support of students and include special education staff on teams. All three buildings have also created SEL coaching positions who are able to provide ongoing professional development to staff along with support to at risk students. This layer of support has served to decrease discipline needs across the district along with SWPBS.

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

In 2022-2023 school year, the district added a position of Instructional Coach - Special Education focus. The purpose of this role is to provide direct, targeted support to secondary staff on meaningful inclusion, data collection and analysis, best practice instructional strategies, and when needed, individual student consultation. In 2023-2024, the district will be adding an elementary level coach. The primary function of these roles will be to monitor and promote the least restrictive environment for all students receiving special education. The district has also added a paraprofessional coach position who works collaboratively with our instructional coaches to provide comprehensive support to all staff.

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

Special education teachers make sure to be aware of extracurricular participation by the students on their caseloads. When this occurs, the special education teacher reaches out to Coaches and advisors and ensures they have access to IEPs and are familiar with the impact of the IEP

in their particular area. We have had special education teachers and paraprofessionals who have participated or attended student activities as an additional support and to observe the student and identify any additional accommodations or modifications that may be necessary for successful inclusion. Several students have been given time during their day to work on targeted skills that will also promote successful inclusion.

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

The district ensures that parents are informed members of the IEP team so that they can contribute meaningfully to any discussion where the team is considering an alternative placement. This includes training videos available on the district website along with educational resources posted on the district website. These resources are shared with families via email as well. Derry Township shares regular updates with parents and offers a survey for the submission of question related to special education. If a student is placed in an alternative program and wishes to participate in extra-curricular activities, the district provides transportation and any necessary supplementary aids and services to promote that participation. Utilizing the continuum of least restrictive environment, the district also works to include students in classroom-based programs within public schools before utilizing a separate facility. Data regarding progress and educational benefit is considered prior to a recommendation of an alternative placement. This data is shared with the family, and they are offered the opportunity to visit/tour proposed placements in conjunction with the recommendation. Criteria for transition to return to district is shared with the parents and facility to ensure all are knowledgeable about, and in support of, the data needed to show a transition plan is ready to be developed.

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

The district is currently being directly supported by Patten's Comprehensive Autism supports to build capacity within autistic support programming. Additionally, the district is pursuing a contract with Laurel Life, an agency that provides trauma informed staff to support children with dysregulation and behaviors of concern. This service would provide direct support to students and collaboration with both general and special education teachers. To support families with the need for services outside the school, the district is also in process to contract with Care Solace, an independent agency that supports families in accessing mental health supports outside of school. School Based Outpatient Therapy is also offered within the school. The special education department has created committees dedicated to improvement of autistic support and emotional support programming. These committees meet regularly to analyze data, review practices, and collaborate for students at risk of placement. The department holds routinely scheduled IEP data reviews, collaboration meetings between BCBA and school psychologists, and monthly as well as quarterly meetings with various department leaders to ensure collaboration and shared knowledge are provided. In the 2022-2023 school year, the district created an Instructional Coach position staffed by a special education teacher. In 2023-2024, the district will be adding a second Instructional Coach position. The purpose of these positions is to provide training and consultation to IEP teams to promote and improve inclusive opportunities for all students.

Out of District Placements

Facility Name	Facility Type	Other	Operated By	Service Type	Number of Students Placed
Vista	Approved Private School (APS)		Vista	Autistic Support	3
Yellow Breeches	Licensed Private Academic		Yellow Breeches	Emotional Support	2
New Story	Licensed Private Academic		New Story Schools	Autistic Support	2
Capital Academy	Licensed Private Academic		SESI	Emotional Support	4
Manheim Central Middle School	Other	IU class in public school	IU13	Autistic Support	1
Hilltop Academy	Other	IU class in public school	IU15	Emotional Support	2
Conewago Elementary School	Other	Intermediate Unit in Public school	IU15	Autistic Support	3
Western PA School for the Deaf	Approved Private School (APS)		Western PA School for the Deaf	Deaf and Hard of Hearing Support	1
Cumberland Valley High School	Other	IU class in public school	IU15	Emotional Support	2
Cougar Elementary	Other	IU class in public school	IU15	Multiple Disabilities Support	1

Positive Behavior Support

Date of Approval
2015-04-27

Uploaded Files
113_2 BehaviorSupports.pdf

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

District policy 113.2 on Behavior Supports has been uploaded to this site. This policy outlines the district's commitment to providing appropriate behavioral supports to students, FBAs for PBSP, teaching replacement behaviors and positive consequences in the plans for all staff, teaching de-escalation strategies to staff. Students can access psychological counseling as a related service as deemed appropriate through the IEP process.

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

Special education teachers are strongly encouraged to attend Safe Crisis Management Training each school year. Paraprofessionals and other professional staff are required to participate in Safe Crisis Management Training each school year. This program focuses on de-escalation and crisis prevention as well as providing safe techniques should the restraint of students be necessary if they are a danger to self and/or others. Additional professional development opportunities have occurred on the topics of positive behavioral supports and how to respond to behaviors of concern.

3. Describe the district positive school wide support programs.

The district implements school wide Positive Behavior Intervention Support (PBIS) through school wide lessons and systems at each level. The current district comprehensive plan focuses on 3 goals, one of which states "The District will establish systems, structures and supports to ensure all students are provided with opportunities to grow in self-awareness, self-management, responsible decision-making, social awareness and relationship skills. SEL is a powerful lever for equity in supporting all individuals to reach their fullest potential and it is through this lens that the district will embark on this work."

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

The district has a Student Assistance Program for intervention and referrals and has also contracted with a local agency to provide school based mental health services at all levels. Recently, the district signed a contract to add mental health supports for families to access through Care Solace which is a mental health care coordination service available to school districts. Additionally, the district is exploring a contract with Laurel Life for the 2023-2024 school year to address the mental health needs of students receiving special education services through a trauma-informed care approach.

5. Describe the district restraint procedure.

The use of physical restraints is outlined in Board Policy 113.2 attached above. Restraints may only be used "when a student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and

techniques have proven to be or are less effective." Title 22 Sec. 14.133. Derry Township staff are trained in Safe Crisis Management and utilize the Emergency Safety Physical Interventions when a restraint is deemed necessary following the guidelines outlined above. If a restraint occurs, the parents/guardians are notified, and an IEP meeting is scheduled within 10 days of the use of restraint unless the parent signs a waiver agreeing to waive the IEP meeting. At the meeting, the IEP team determines if the IEP needs revised in any way to reflect additional supports or services needed, if a Functional Behavioral Assessment is warranted, if the Positive Behavior Support Plan needs revised, or if any program or placement changes need to occur.

Intensive Interagency

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

The district has and will continue to utilize the Intensive Interagency system to access support for finding appropriate placements for students who are unable to make progress using current and available resources. The district reports student placed on Instruction Conducted in the Home using the SES Reporting System.

Education Program (Caseload FTE)

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS LS/AS	Secondary	Full-time (1.0)	01/17/2023 12:49 PM

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey HS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.5

Building Name		
Hershey HS		

Support Type		
Life Skills Support		
Support Sub-Type		
Life Skills Support (Grades 7-12)		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS 10-12 LS/AS	Secondary	Full-time (1.0)	01/17/2023 12:45 PM

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		15
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey HS		
Support Type		
Learning Support		

Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey HS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.17

Building Name		
Hershey HS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.25

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS 10-12 LS/ES	Secondary	Full-time (1.0)	01/17/2023 11:13 AM

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		3
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.15

Building Name

Hershey HS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.04

Building Name		
Hershey HS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS 11-12 LS	Secondary	Full-time (1.0)	01/17/2023 12:42 PM

Building Name		
Hershey HS		
Support Type		

Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		15
Identify Classroom	Classroom Location	Age Range
School District	Secondary	16 to 18
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		5
Identify Classroom	Classroom Location	Age Range
School District	Secondary	16 to 18
Age Range Justification		FTE %
na		0.25

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS 9-10 LS	Secondary	Full-time (1.0)	01/17/2023 11:13 AM

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		

Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	14 to 16
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey HS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	14 to 16
Age Range Justification		FTE %
na		0.3

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS ES	Secondary	Full-time (1.0)	01/17/2023 11:48 AM

Building Name		
Hershey HS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load

Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey HS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		8
Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 18
Age Range Justification		FTE %
na		0.4

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS MDS	Secondary	Full-time (1.0)	03/06/2023 01:57 PM

Building Name		
Hershey HS		
Support Type		
Multiple Disabilities Support		
Support Sub-Type		
Multiple Disabilities Support		
Level of Support		Case Load
Full-Time (80% or More)		8

Identify Classroom	Classroom Location	Age Range
School District	Secondary	15 to 21
Age Range Justification		FTE %
Students require this type and level of support to receive to FAPE. The team agrees the placement is appropriate and an age waiver is provided to the parents.		1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
HS LSS	Secondary	Full-time (1.0)	01/17/2023 12:39 PM

Building Name		
Hershey HS		
Support Type		
Life Skills Support		
Support Sub-Type		
Life Skills Support (Grades 7-12)		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	18 to 21
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey HS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4

Identify Classroom	Classroom Location	Age Range
School District	Secondary	18 to 21
Age Range Justification		FTE %
na		0.5

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS LSS	Secondary	Full-time (1.0)	01/17/2023 10:40 AM

Building Name		
Hershey MS		
Support Type		
Life Skills Support		
Support Sub-Type		
Life Skills Support (Grades 7-12)		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 14
Age Range Justification		FTE %
na		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS 6-7	Secondary	Full-time (1.0)	01/17/2023 10:37 AM

Building Name		
Hershey MS		
Support Type		
Learning Support		

Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 13
Age Range Justification		FTE %
na		0.12

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 13
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey MS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 13
Age Range Justification		FTE %
na		0.33

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS 8	Secondary	Full-time (1.0)	01/17/2023 10:33 AM

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	13 to 14
Age Range Justification		FTE %
na		0.12

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	13 to 14
Age Range Justification		FTE %
na		0.3

Building Name

Hershey MS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	13 to 14
Age Range Justification		FTE %
na		0.25

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS 7	Secondary	Full-time (1.0)	01/17/2023 10:31 AM

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 13
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey MS		
Support Type		

Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 13
Age Range Justification		FTE %
na		0.3

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS 6	Secondary	Full-time (1.0)	01/17/2023 10:29 AM

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 12
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		

Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 12
Age Range Justification		FTE %
na		0.3

Building Name		
Hershey MS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		2
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 12
Age Range Justification		FTE %
na		0.17

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS AS	Secondary	Full-time (1.0)	01/17/2023 09:39 AM

Building Name		
Hershey MS		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load

Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 14
Age Range Justification		FTE %
na		0.75

Building Name		
Hershey MS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 14
Age Range Justification		FTE %
na		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
MS ES	Secondary	Full-time (1.0)	01/17/2023 09:39 AM

Building Name		
Hershey MS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		8
Identify Classroom	Classroom Location	Age Range

School District	Secondary	11 to 14
Age Range Justification		FTE %
na		0.16

Building Name		
Hershey MS		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 14
Age Range Justification		FTE %
na		0.3

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
SL AT	Multiple	Full-time (1.0)	01/17/2023 09:21 AM

Building Name		
Derry Township SD		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Multiple	8 to 10
Age Range Justification		FTE %

na	0.08
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FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
4-5 & HS SL	Multiple	Full-time (1.0)	01/17/2023 09:12 AM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		20
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 11
Age Range Justification		FTE %
na		0.31

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3 & MS SL	Multiple	Full-time (1.0)	01/17/2023 09:12 AM

Building Name		
Hershey Primary El Sch		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load

Itinerant (20% or Less)		15
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 9
Age Range Justification		FTE %
na		0.23

Building Name		
Hershey MS		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 14
Age Range Justification		FTE %
na		0.08

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
2 SL	Elementary	Full-time (1.0)	01/17/2023 09:11 AM

Building Name		
Hershey Primary El Sch		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		20
Identify Classroom	Classroom Location	Age Range

School District	Elementary	7 to 8
Age Range Justification		FTE %
na		0.31

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3-5 ES/AS	Elementary	Full-time (1.0)	01/17/2023 08:59 AM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 11
Age Range Justification		FTE %
na		0.25

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 11
Age Range Justification		FTE %

na	0.5
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FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3-5 AS	Elementary	Full-time (1.0)	01/17/2023 08:57 AM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		6
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 11
Age Range Justification		FTE %
na		0.75

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Full-Time (80% or More)		2
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 11
Age Range Justification		FTE %
na		0.25

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3-5 LSS	Elementary	Full-time (1.0)	01/17/2023 08:54 AM

Building Name		
Hershey Primary El Sch		
Support Type		
Life Skills Support		
Support Sub-Type		
Life Skills Support (Grades K-6)		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		8
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 10
Age Range Justification		FTE %
na		0.4

Building Name		
Hershey Primary El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 10
Age Range Justification		FTE %
na		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3-4	Elementary	Full-time (1.0)	01/17/2023 08:51 AM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 10
Age Range Justification		FTE %
		0.1

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		6
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 11
Age Range Justification		FTE %
na		0.5

Building Name		
Hershey Intrmd El Sch		
Support Type		

Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 11
Age Range Justification		FTE %
na		0.1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
K-5	Elementary	Full-time (1.0)	03/06/2023 01:58 PM

Building Name		
Hershey Primary El Sch		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Elementary	7 to 11
Age Range Justification		FTE %
Students are itinerant level support and are not grouped for instruction with students beyond a 2-year age range. The team agrees the placement is appropriate and an age waiver is provided to the parents.		0.2

Building Name
Hershey Primary El Sch

Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 11
Age Range Justification		FTE %
na		0.1

Building Name		
Hershey Primary El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		3
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 11
Age Range Justification		FTE %
na		0.25

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
5th Grade B	Elementary	Full-time (1.0)	01/17/2023 08:44 AM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		

Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.25

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.42

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		1
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.12

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
5th Grade	Elementary	Full-time (1.0)	01/16/2023 02:31 PM

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		10
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.5

Building Name

Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.25

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	10 to 11
Age Range Justification		FTE %
na		0.1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
4th Grade	Elementary	Full-time (1.0)	01/16/2023 02:28 PM

Building Name		
Hershey Intrmd El Sch		
Support Type		

Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 10
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey Intrmd El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		8
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 10
Age Range Justification		FTE %
na		0.4

Building Name		
Hershey Intrmd El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		1
Identify Classroom	Classroom Location	Age Range
School District	Elementary	9 to 10
Age Range Justification		FTE %

na	0.12
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FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
3rd Grade	Elementary	Full-time (1.0)	01/16/2023 02:26 PM

Building Name		
Hershey Primary El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 9
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey Primary El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 9
Age Range Justification		FTE %
na		0.25

Building Name		
Derry Township SD		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		6
Identify Classroom	Classroom Location	Age Range
School District	Elementary	8 to 9
Age Range Justification		FTE %
na		0.5

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
2nd Grade	Elementary	Full-time (1.0)	01/16/2023 02:23 PM

Building Name		
Hershey Primary El Sch		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		7
Identify Classroom	Classroom Location	Age Range
School District	Elementary	7 to 8
Age Range Justification		FTE %
na		0.14

Building Name		
Hershey Primary El Sch		

Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		7
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.35

Building Name		
Hershey Primary El Sch		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		6
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.5

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
1 SL	Elementary	Part-time (0.5)	01/16/2023 02:19 PM

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Speech And Language Support		

Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		20
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 7
Age Range Justification		FTE %
na		0.31

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
K SL	Elementary	Full-time (1.0)	01/16/2023 02:18 PM

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Speech And Language Support		
Support Sub-Type		
Speech And Language Support		
Level of Support		Case Load
Itinerant (20% or Less)		20
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 7
Age Range Justification		FTE %
na		0.31

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
1st grade	Elementary	Full-time (1.0)	01/16/2023 02:31 PM

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.1

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		3
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.15

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		6

Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.5

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		3
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.06

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		1
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 7
Age Range Justification		FTE %
na		0.05

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
Kindergarten	Elementary	Full-time (1.0)	01/16/2023 02:36 PM

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 6
Age Range Justification		FTE %
na		0.1

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 6
Age Range Justification		FTE %
na		0.2

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Autistic Support		
Support Sub-Type		

Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		2
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 6
Age Range Justification		FTE %
na		0.25

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Itinerant (20% or Less)		4
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 6
Age Range Justification		FTE %
na		0.33

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Emotional Support		
Support Sub-Type		
Emotional Support		
Level of Support		Case Load
Itinerant (20% or Less)		3
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 6
Age Range Justification		FTE %
na		0.06

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
K and 1	Elementary	Full-time (1.0)	01/16/2023 02:37 PM

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Supplemental (Less Than 80% but More Than 20%)		4
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 8
Age Range Justification		FTE %
na		0.5

Building Name		
Hershey Early Childhood Ctr		
Support Type		
Autistic Support		
Support Sub-Type		
Autistic Support		
Level of Support		Case Load
Full-Time (80% or More)		3
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 6
Age Range Justification		FTE %
na		0.38

Building Name

Hershey Early Childhood Ctr		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		1
Identify Classroom	Classroom Location	Age Range
School District	Elementary	6 to 6
Age Range Justification		FTE %
na		0.02

Special Education Facilities

Building Name		Room #
Hershey Early Childhood Ctr		29
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
36 feet, 3 inches x 28 feet, 10 inches	1045sqft	37
Implementation Date		
2023-01-11		
Uploaded Files		

1Assurance Check

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

Building Name		Room #
Hershey Early Childhood Ctr		26
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 3 inches x 16 feet, 7 inches	435sqft	15
Implementation Date		
2023-01-17		
Uploaded Files		

2Assurance Check

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

Building Name		Room #
Hershey Early Childhood Ctr		23
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
37 feet, 10 inches x 25 feet, 9 inches	974sqft	34
Implementation Date		
2023-01-17		
Uploaded Files		

3Assurance Check

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

Building Name		Room #
Hershey Early Childhood Ctr		5
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
18 feet, 0 inches x 14 feet, 1 inch	253sqft	9
Implementation Date		
2023-01-17		
Uploaded Files		

4Assurance Check

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

Building Name		Room #
Hershey Early Childhood Ctr		3
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
18 feet, 0 inches x 14 feet, 1 inch	253sqft	9
Implementation Date		
2023-01-17		
Uploaded Files		

5Assurance Check

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

Building Name		Room #
Hershey Primary El Sch		21
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
32 feet, 10 inches x 23 feet, 11 inches	785sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

6Assurance Check

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

Building Name	Room #
Hershey Primary El Sch	22

School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
32 feet, 10 inches x 23 feet, 11 inches	785sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

7Assurance Check

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

Building Name		Room #
Hershey Primary El Sch		33
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
35 feet, 5 inches x 22 feet, 8 inches	802sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

8Assurance Check

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

Building Name		Room #
Hershey Primary El Sch		7
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
34 feet, 9 inches x 23 feet, 0 inches	799sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

9Assurance Check

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

Building Name		Room #
Hershey Primary El Sch		35B
School Building		Building Description
Elementary		A building in which general education programs are operated

Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
23 feet, 8 inches x 17 feet, 5 inches	412sqft	14
Implementation Date		
2023-01-17		
Uploaded Files		

10Assurance Check

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

Building Name		Room #
Hershey Primary El Sch		35A
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
23 feet, 8 inches x 17 feet, 5 inches	412sqft	14
Implementation Date		
2023-01-17		
Uploaded Files		

11Assurance Check

Assurance Check	Yes	No
The class is maintained as close as appropriate to the ebb and flow of usual school activities	Yes	
The class is located where noise will not interfere with instruction	Yes	

The class is located only in space that is designed for purposes of instruction	Yes	
The class is readily accessible	Yes	
The class is composed of at least 28 square feet per student	Yes	

Building Name		Room #
Hershey Primary El Sch		36A
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
17 feet, 10 inches x 28 feet, 3 inches	503sqft	17
Implementation Date		
2023-01-17		
Uploaded Files		

12Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		10
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
34 feet, 4 inches x 23 feet, 3 inches	798sqft	28

Implementation Date
2023-01-17
Uploaded Files

13Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		8
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
34 feet, 10 inches x 23 feet, 2 inches	806sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

14Assurance Check

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

The class is composed of at least 28 square feet per student	Yes	
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Building Name		Room #
Hershey Intrmd El Sch		9
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
35 feet, 0 inches x 23 feet, 2 inches	810sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

15Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		68
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
44 feet, 5 inches x 26 feet, 8 inches	1184sqft	42
Implementation Date		
2023-01-17		

Uploaded Files

16Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		36B
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
17 feet, 2 inches x 28 feet, 3 inches	484sqft	17
Implementation Date		
2023-01-17		
Uploaded Files		

17Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		next to 28
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
13 feet, 0 inches x 22 feet, 8 inches	294sqft	10
Implementation Date		
2023-01-17		
Uploaded Files		

18Assurance Check

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

Building Name		Room #
Hershey Intrmd El Sch		44
School Building		Building Description
Elementary		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
27 feet, 1 inch x 23 feet, 0 inches	622sqft	22
Implementation Date		
2023-01-17		
Uploaded Files		

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19Assurance Check

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

Building Name		Room #
Hershey MS		A138
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
23 feet, 5 inches x 24 feet, 9 inches	579sqft	20
Implementation Date		
2023-01-17		
Uploaded Files		

20Assurance Check

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

Building Name		Room #
Hershey MS		C165
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
28 feet, 7 inches x 29 feet, 5 inches	840sqft	30
Implementation Date		
2023-01-17		
Uploaded Files		

21Assurance Check

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

Building Name		Room #
Hershey MS		G15
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 4 inches x 27 feet, 8 inches	728sqft	26
Implementation Date		
2023-01-17		
Uploaded Files		

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22Assurance Check

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

Building Name		Room #
Hershey MS		G07
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 8 inches x 24 feet, 9 inches	660sqft	23
Implementation Date		
2023-01-17		
Uploaded Files		

23Assurance Check

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

Building Name		Room #
Hershey MS		A133
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
24 feet, 10 inches x 28 feet, 2 inches	699sqft	24
Implementation Date		
2023-01-17		
Uploaded Files		

24Assurance Check

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

Building Name		Room #
Hershey MS		G09
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
24 feet, 9 inches x 23 feet, 4 inches	577sqft	20
Implementation Date		
2023-01-17		
Uploaded Files		

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25Assurance Check

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

Building Name		Room #
Hershey MS		B103
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
23 feet, 5 inches x 26 feet, 9 inches	626sqft	22
Implementation Date		
2023-01-17		
Uploaded Files		

26Assurance Check

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

Building Name		Room #
Hershey MS		C167
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
29 feet, 3 inches x 28 feet, 7 inches	836sqft	29
Implementation Date		
2023-01-17		
Uploaded Files		

27Assurance Check

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

Building Name		Room #
Hershey MS		G59
School Building		Building Description
Middle		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
12 feet, 8 inches x 22 feet, 11 inches	290sqft	10
Implementation Date		
2023-01-17		
Uploaded Files		

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28Assurance Check

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

Building Name		Room #
Hershey HS		G141
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
28 feet, 8 inches x 27 feet, 8 inches	793sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

29Assurance Check

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

Building Name		Room #
Hershey HS		G143
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 11 inches x 27 feet, 8 inches	744sqft	26
Implementation Date		
2023-01-17		
Uploaded Files		

30Assurance Check

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

Building Name		Room #
Hershey HS		G149
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
28 feet, 3 inches x 25 feet, 5 inches	718sqft	25
Implementation Date		
2023-01-17		
Uploaded Files		

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31 Assurance Check

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

Building Name		Room #
Hershey HS		G147
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
16 feet, 7 inches x 27 feet, 8 inches	458sqft	16
Implementation Date		
2023-01-17		
Uploaded Files		

32 Assurance Check

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

Building Name		Room #
Hershey HS		E120
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
29 feet, 6 inches x 27 feet, 4 inches	806sqft	28
Implementation Date		
2023-01-17		
Uploaded Files		

33Assurance Check

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

Building Name		Room #
Hershey HS		F131
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
27 feet, 2 inches x 26 feet, 4 inches	715sqft	25
Implementation Date		
2023-01-17		
Uploaded Files		

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34Assurance Check

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

Building Name		Room #
Hershey HS		F229
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 4 inches x 13 feet, 5 inches	353sqft	12
Implementation Date		
2023-01-17		
Uploaded Files		

35Assurance Check

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

Building Name		Room #
Hershey HS		F231
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
26 feet, 4 inches x 13 feet, 5 inches	353sqft	12
Implementation Date		
2023-01-17		
Uploaded Files		

36Assurance Check

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

Building Name		Room #
Hershey HS		Foreign Language IPR
School Building		Building Description
Senior High		A building in which general education programs are operated
Classroom Measurements	Classroom Area Measurement	Max # of students in classroom
11 feet, 4 inches x 13 feet, 4 inches	151sqft	5
Implementation Date		
2023-01-17		
Uploaded Files		

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37Assurance Check

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

Special Education Support Services

38Special Education Support Services

Special Education Support Services	Numerical Value	Primary Location	Contractor or District
Director of Special Education	2	District Wide	District
Transition Coordinator	1	Secondary	District
Paraprofessionals	42	District Wide	District
School Psychologist	3	District Wide	District
Occupational Therapist	2	District Wide	District
Occupational Therapist	1	District Wide	Contractor
Physical Therapist	.5	District Wide	Contractor
Social Worker	.5	District Wide	District
Behavior Specialist	1	District Wide	District
Other	2	District Wide	Contractor
Other	1	Secondary	District

Special Education Personnel Development

Autism

Description of Training			
Autism Comprehensive Supports - The District will engage in personnel development to increase the understanding of the needs of students with autism and engage in best instructional practices.			
Lead Person/Position		Year of Training	
Pattan Autism Consultants			
Hours Per Training	Number of Sessions	Provider	Audience
2	12	PaTTAN	Paraprofessionals Special Education Teachers Other

Description of Training			
Social Cognition Training - Training on the topic of social cognition will be provided to staff working with students with autism either as refresher or initial training for staff.			
Lead Person/Position		Year of Training	
DTSD			
Hours Per Training	Number of Sessions	Provider	Audience
2	4	District PaTTAN Other	Special Education Teachers

Positive Behavior Support

Description of Training	
Components of a Successful Classroom - Engineering the classroom environment for student success, including setting routines, work stations, visual supports, communication and no-tech modifications to increase student independence/empowerment in performing routine tasks while utilizing best instruction practices. .	
Lead Person/Position	Year of Training

School Psychologists and Special Education Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
2	4	District	Building Administrators General Education Teachers Paraprofessionals Special Education Teachers Other

Paraprofessional

Description of Training			
Data Collection Methods - Provide supports to paraprofessional for how to collect data through determination of type of data and use of data collection tools in order to avoid over prompting and supporting and increasing student independence.			
Lead Person/Position		Year of Training	
School Psychologists, Special Education Coaches and Paraprofessional Coach			
Hours Per Training	Number of Sessions	Provider	Audience
2	8	District	Paraprofessionals Special Education Teachers Other

Description of Training			
Best instructional practices using scripted interventions for reading and math - Paraprofessionals will be trained on specific research based instructional strategies to be utilized with students for fluency and mastery of skills.			
Lead Person/Position		Year of Training	
School Psychologists, Paraprofessional Coach			
Hours Per Training	Number of Sessions	Provider	Audience
2	4	District	Paraprofessionals Special Education Teachers

Transition

Description of Training			
PAES Implementation - Continued implementation and expansion of on-site vocational training program - Practical Assessment Exploration System (PAES)			
Lead Person/Position		Year of Training	
Transition Coordinator, Special Education Teacher			
Hours Per Training	Number of Sessions	Provider	Audience
3	4	District Other	Parents Paraprofessionals Special Education Teachers

Description of Training			
Indicator 13 Training - Refresher Training on a yearly basis for all secondary special education teachers			
Lead Person/Position		Year of Training	
Transition Coordinator			
Hours Per Training	Number of Sessions	Provider	Audience
1	4	District	Special Education Teachers

Science of Literacy

Description of Training			
Professional Development of research-based literacy programs			
Lead Person/Position		Year of Training	
Instructional Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
3	4	District	Special Education Teachers

		Intermediate Unit PaTTAN Other	
--	--	--------------------------------------	--

Description of Training			
Literacy Assessments - Overview of all reading assessment tools available and purpose of each - IRI, Spelling inventory, PAST, CORE Phonics, Really Great Reading, etc.			
Lead Person/Position		Year of Training	
Instructional Coaches, Special Education Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
2	2	District	Special Education Teachers

Parent Training

Description of Training			
Parent Training Opportunities - Ongoing parent trainings in response to parent surveys indicating topics of interest			
Lead Person/Position		Year of Training	
Director of Special Education, Assistant Director of Special Education			
Hours Per Training	Number of Sessions	Provider	Audience
1	10	District	Parents

Description of Training			
Post-Secondary Outcomes for Students - Parent training on post-secondary and disability disclosure, accessing supports in college, reach out to Office of Disabilities and former students			
Lead Person/Position		Year of Training	
Transition Coordinator, School Psychologist			
Hours Per Training	Number of Sessions	Provider	Audience
2	2	District	Parents

			Special Education Teachers
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IEP Development

Description of Training			
Overview of the IEP - Veteran and novice special education teachers will receive professional development on the contents of the IEP and how to write a legally defensible IEP.			
Lead Person/Position		Year of Training	
Director of Special Education, Assistant Director of Special Education, Special Education Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
2	4	District	Special Education Teachers Other

Description of Training			
IEP Goal Development and Progress Monitoring - Teacher will receive professional development on how to develop a goal following the CBNC method, progress monitoring tools and usage, and how to interpret data and revise IEP goals if needed.			
Lead Person/Position		Year of Training	
Director of Special Education, Assistant Director of Special Education, Special Education Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
1	4	District PaTTAN	Special Education Teachers Other

Description of Training			
Matching Identified Needs with Instructional Programming Recommendations - An increasing number of students have identified needs in social cognition, executive function, self-regulation, and social skills. This training will support staff with understanding evaluation recommendations in order to design programming that best meets the			

Lead Person/Position		Year of Training	
School Psychologists and Special Education Coaches			
Hours Per Training	Number of Sessions	Provider	Audience
2	2	District	Special Education Teachers Other

Signatures & Affirmations

Approval Date

Uploaded Files

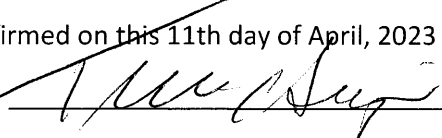
- There are a full range of services, programs and alternative placements available to the school district for placement and implementation of the special education programs in the school district.
- The school district has adopted a child find system to locate, identify and evaluate young children and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

Superintendent/Chief Executive Officer

Date

As required by the Pennsylvania Department of Education, the School Board President for the Derry Township School District reviewed the Special Education Plan.

Affirmed on this 11th day of April, 2023

By:  (Signature of Board President)

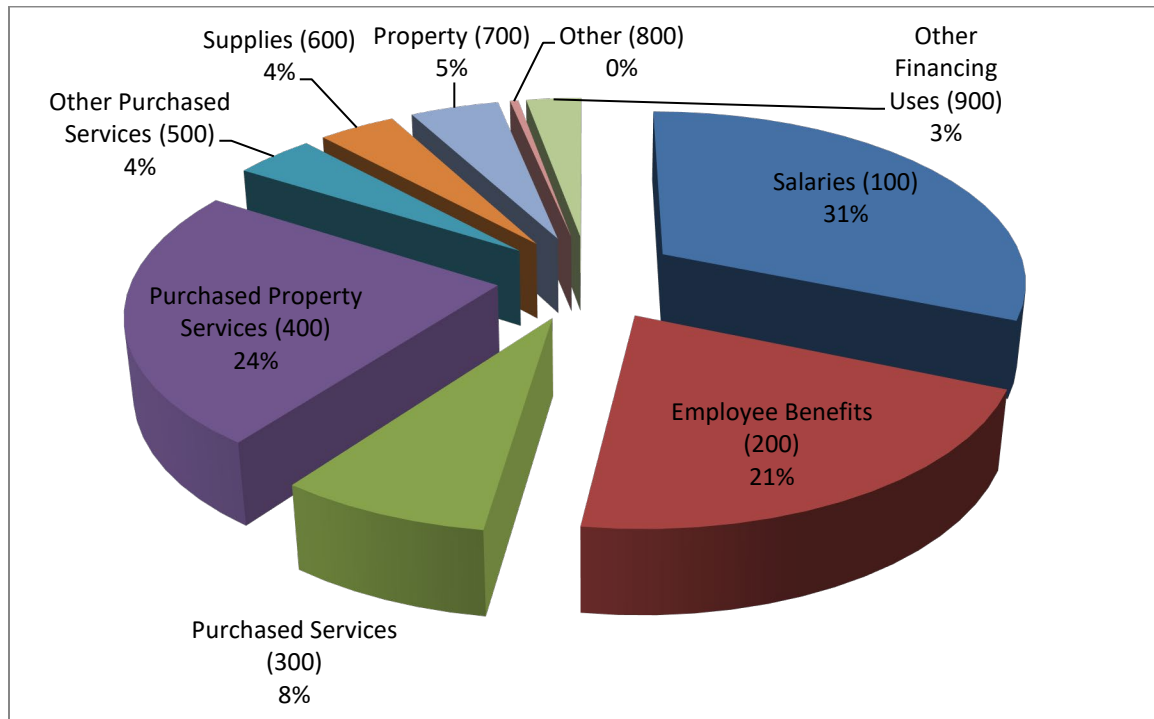
Terence A. Singer (Print Name)

President, Derry Township School District, Board of Education

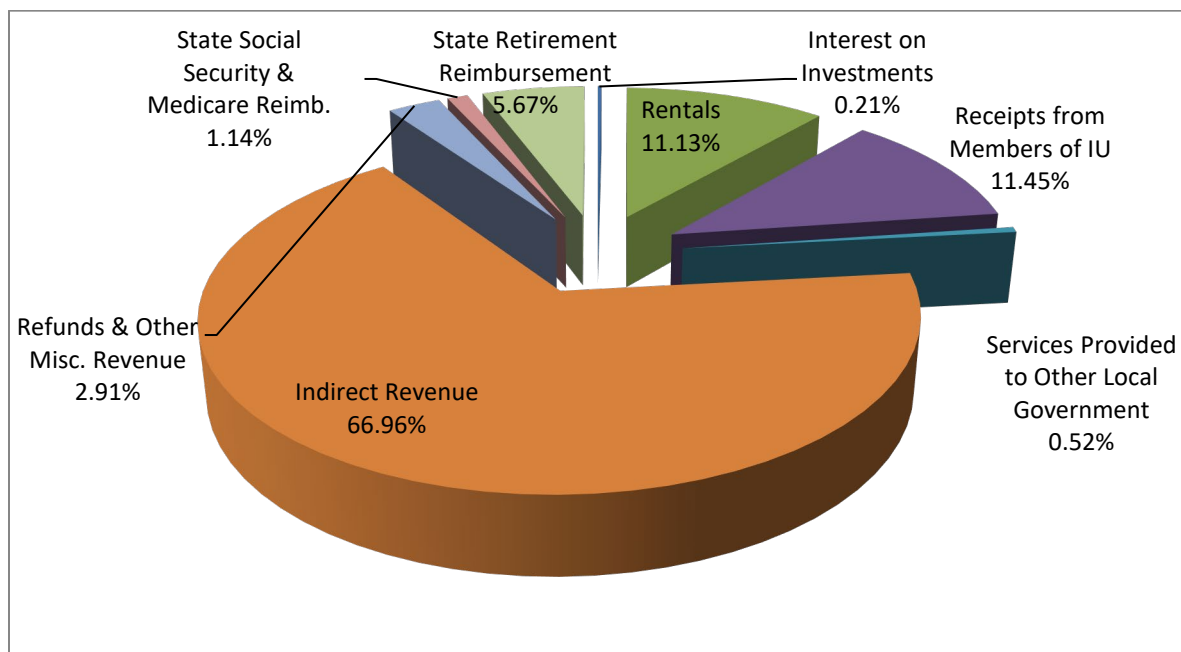
2023-2024 General Operating Budget Highlights

- The General Operating budget is 1 of over 50 separate budgets administered by the CAIU (~6.2% of overall operations)
- The General Operating budget funds 39.8 full time equivalent positions out of the 650+ total CAIU employees.
- The General Operating budget for 2023-24 is \$7,443,979. This represents an increase of \$36,556 or .49% from the approved budget for 2022-23.
 - Consists of 8 functions:
 - IMS – Instructional Material Services
 - Curriculum
 - Administration
 - Business & Operations
 - Buildings & Grounds (Enola Facility Only)
 - Human Resources
 - Technology (Internal IU support Only)
 - Debt Service
- All budgets are submitted to the CAIU board for approval but only the General Operating budget has to be approved by a majority of our school districts and a majority of the weighted votes of the school districts
- The General Operating budget has been reviewed by a committee of Superintendents, the full Superintendents group, a Board Finance committee and the entire Board of the CAIU
- Member school districts contribute a total of \$902,460 to the General Operating budget. This is allocated based on the weighted average daily membership (size) and market value aid ration (wealth) of the member districts.
 - This funding source is not increasing for the 23-24 year and has remained flat funded for many years.
- Indirect rate that the CAIU charges entrepreneurial programs is staying at 7.5%. It is not increasing for 23-24.
- Major construction project in Enola is finished and financially resolved. As a results those expenses are not in the 23-24 budget.
- Due date to have final school district approval returned to CAIU is April 26.

Graphical Representation of the actual expenses from the 2021-22 fiscal year



Graphical Representation of the actual revenue sources from the 2021-22 fiscal year



Capital Area Intermediate Unit

**General Operating Budget
for the 2023-24 Fiscal Year**

**Capital Area Intermediate Unit
General Operating Budget
For the 2023-24 Fiscal Year**

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Budget Review and Approval Schedule

January 5, 2023	SAC Finance
January 11, 2023	SAC Presentation
January 19, 2023	Board Finance
January 26, 2023	Proposed Preliminary Budget presented to CAIU Board of Directors as a first reading.
February 23, 2023	Final Budget presented to CAIU Board of Directors for approval.
February 24, 2023	Budget material distributed to each school district for delivery to district School Board members.
February - April 2023	Budget placed on school board meeting agendas for each school district and acted upon by school boards. Board vote reported back to CAIU by yay, nay, abstain, or absent.
By May 1, 2023	Final budget and summary of school district voting results submitted by CAIU to the Pennsylvania Department of Education.
May 2023	Pennsylvania Department of Education accepts final budget.

Executive Summary

Introduction

Unlike school districts that receive public funding primarily through property taxes and funding from the Commonwealth of Pennsylvania, the CAIU does not receive unrestricted state support. This source of funding was eliminated from the State budget in 2011-12. The CAIU therefore operates following a business model and provides a variety of services primarily to school districts and the Pennsylvania Department of Education (PDE).

The CAIU is continuing to experience a shift in its business model to operations based on fee for service and entrepreneurial activities. While certain traditional business segments of the CAIU have leveled off or declined, the CAIU is developing and exploring opportunities for services in the region and statewide.

Overall Budget

The General Operating budget for 2023-24 is \$7,443,979. This represents an increase of \$36,556 or .49% from the approved budget for 2022-23.

Budget Changes and Assumptions

Salary Increases

The budget for 2023-24 includes a 4.10% salary increase for administrative support employees and 4.1% salary increases for Act 93 employees. This increase is for budget purposes only. Raises for administrative staff are based on our salary schedule and salary study. Raises for Act 93 are based on their independent salary survey. The cost of this increase to the General Operating budget is approximately \$148,000.

Benefit Increases

The CAIU is a member of the South Central Trust and shares risk with other members of the trust. We have budgeted our health care costs to increase by 12.3% for the 2023-24 year. This equates to a \$71,400 increase to the insurance costs of the budget. During the 2017-18 year the CAIU implemented a Qualified High Deductible Health Plan (QHDHP).

The PSERS Board of Trustees certified an employer contribution rate of 34.00% for fiscal year 2023-24, a decrease from the previous year. This is the first year-to-year decline in the rate in more than a decade. The certification marks the eighth consecutive year the employer rate will provide the full actuarially required contributions, which are necessary to pay down the System's long-term pension debt. That debt payment makes up more than 80% of the newly certified employer contribution rate. The debt was the result of years of suppressed employer contributions, unfunded benefit enhancements and two major market downturns since 2000.

Employee benefits make up approximately 25% of the budget.

Debt Service

The CAIU has fulfilled this debt obligation and will have no outstanding debt in the 2023-24 fiscal year.

School District Contribution to CAIU Operating Budget

Based on the Pennsylvania School Code, the 24 school districts of the CAIU contribute towards the General Operating budget based on a formula of Market Value Aid Ratio (MV AR) and Weighted Average Daily Membership (WADM). **The budget of \$902,460 for 2023-24 does not include an increase.** This represents 12.12% of the total revenue budget.

Indirect Cost Rate

The CAIU charges an indirect cost rate or administrative fee to programs, projects, and grants that it administers. The revenue generated is used to offset a portion of the costs related to the budgets for Instructional Materials, Curriculum, Administration, Business and Operations, Communications, Human Resources, Technology, and Debt Service. Certain projects have restrictions on allowances for indirect cost ranging from 0% up to 7.5%. Indirect costs allowed for federal and state projects vary and are typically based on a formula derived from the state referred to as the restricted indirect cost rate.

The indirect cost rate being charged to entrepreneurial programs (including the special education program) is being held at 7.5% in the 2023-24 year. The indirect rate for enterprise funds was as high as 9.5% in 2013-14.

Staffing and Operational Changes

The 2023-24 General Operating Budget has no new staffing included.

The budget includes 39.80 full time equivalents. The general operating budget funded 53.00 staff members during the 2003-04 year. On a year to year basis, job duties and responsibilities change resulting in fluctuations of the full time equivalents. The difference between staff members and FTEs represents staff members that spend time working in multiple projects.

Fund Balance Analysis

As of June 30, 2022, the CAIU has a general fund balance of \$7,875,079. The unassigned portion of this fund balance is \$4,096,033. The assigned portion is detailed below. In addition to the \$3,350,000 of assigned fund balance, \$429,046 is non spendable for inventory and prepaid expenses. The budget for 2023-24 does not include a transfer from the Fund Balance, the fund balance activity for 2017-18 through 2020-22 is as follows:

Actual Audited Activity

2017-18 FY Net Activity	734,255
Fund Balance 6-30-18	\$6,010,411
2018-19 FY Net Activity	454,242
Fund Balance 6-30-19	\$6,464,653
2019-20 FY Net Activity	231,156
Fund Balance 6-30-20	\$6,695,809
2020-21 FY Net Activity	1,148,246
Fund Balance 6-30-21	\$7,844,055
2021-22 FY Net Activity	31,024

Fund Balance 6-30-22

\$7,875,079

The CAIU's board policy states that an unassigned fund balance ranging from 4% to 10% of General Fund Expenditures should be maintained for unforeseen financial circumstances and cash flow purposes. The targeted range is a minimum of \$1,964,893 (\$49,122,330 in General Fund Expenditures for 2021-22 x 4%) and a maximum of \$4,912,233 (\$49,122,330 in General Fund Expenditures for 2021-22 x 10%).

The following funds are assigned:

PSERS = \$637,500

Health Care = \$712,500

Facility upgrades = \$2,000,000

Total = \$3,350,000

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Total Revenue Budget

Revenue by Source	2021-22 Actual	Approved Budget 2022-23	Proposed Budget 2023-24	Increase/ (Decrease)	% of Budget 2023-24	Notes
<u>Local Sources</u>						
6510 Interest on Investments	16,321	30,000	15,000	(15,000)	0.20%	
6910 Rentals	877,057	1,219,300	969,920	(249,380)	13.03%	CAIU Enola facility cost charge back.
6947 Receipts from Members of IU	902,460	902,460	902,460		12.12%	No increase from previous year
6960 Services Provided to Other Local Government Units & LEA's	40,942	10,000	5,000	(5,000)	0.07%	
6970 Services Provided Other Funds	5,275,651	4,367,471	4,985,134	617,663	66.97%	Indirect charges
6990 Refunds & Other Misc. Revenue	229,292	12,500	-	(12,500)	0.00%	
6999 Fund Balance		300,000		(300,000)	0.00%	
Total Local Sources	7,341,723	6,841,731	6,877,514	35,783	92.39%	
<u>State Sources</u>						
7810 State Social Security & Medicare Reimb.	90,185	100,855	104,046	3,191	1.40%	Partial reimbursement from State.
7820 State Retirement Reimbursement	446,862	464,837	462,419	(2,418)	6.21%	Partial reimbursement from State.
Total State Sources	537,047	565,692	566,465	773	7.61%	
Total Revenue	7,878,770	7,407,423	7,443,979	36,556	100.00%	
Increase/ (Decrease) from prior year				0.49%		

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Total Expense Budget

Expense Area/Line Item		2021-22 Actual	Approved Budget 2022-23	Proposed Budget 2023-24	Increase/ (Decrease)	% of Budget 2023-24	Notes
Salaries (100)							
Official/Administrative	110	630,963	832,699	923,348	90,649		Detail for each department follows on pages 10-17
Professional - Educational	120						
Professional - Other	130	67,257	90,953	38,423	(52,530)		
Technical	140	373,371	451,478	409,588	(41,890)		
Office/Clerical	150	1,124,623	1,025,592	1,127,004	101,412		
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180	259,533	280,325	290,944	10,619		
Instructional Assistant	190						
Total Salaries		2,455,747	2,681,047	2,789,307	108,260	37.47%	
Employee Benefits (200)							
Group Insurance	210	501,651	574,255	682,695	108,440		
FICA Contribution	220	182,402	201,698	208,087	6,389		
Retirement	230	838,223	929,667	924,830	(4,837)		
Tuition Reimbursement	240	4,294	16,340		(16,340)		
Unemployment Compensation	250						
Workmens Compensation	260	18,520	19,773	20,402	629		
Other Benefits	290	99,775	56,580	56,355	(225)		
Total Employee Benefits		1,644,865	1,798,313	1,892,369	94,056	25.42%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	21,885	102,229	103,429	1,200		
Other Professional	330	167,881	191,700	179,200	(12,500)		
Technical	340	352,591	323,480	428,155	104,675		
Security/Safety Services	350		11,000	11,000			
Other Professional/Technical	390	73,729	14,650	30,650	16,000		
Total Purchased Services		616,086	643,059	752,434	109,375	10.11%	
Purchased Property Services (400)							
Cleaning Services	410	47,845	66,410	68,210	1,800		
Utility Services	420	106,820	89,200	115,000	25,800		
Repairs & Maintenance	430	1,442,655	772,273	524,880	(247,393)		
Rentals	440	247,535	275,401	221,699	(53,702)		
Construction Services	450	18,754					
Extermination Services	460	7,274	4,200	8,000	3,800		
Total Purchased Property Services		1,870,883	1,207,484	937,789	(269,695)	12.60%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520	130,514	154,500	133,810	(20,690)		
Communications	530	155,915	121,720	137,280	15,560		
Advertising	540	13,621	8,700	14,500	5,800		
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	10,120	46,730	43,680	(3,050)		
Misc. Purchased Services	590	15,678	8,000	16,000	8,000		
Total Other Purchased Services		325,848	339,650	345,270	5,620	4.64%	
Supplies (600)							
General Supplies	610	80,846	115,000	116,000	1,000		
Energy	620	593	21,500	750	(20,750)		
Food	630	3,363	24,250	24,250			
Books & Periodicals	640	7,561	5,800	7,300	1,500		
Software / Tech Supplies	650	222,443	160,610	167,110	6,500		
Total Supplies		314,806	327,160	315,410	(11,750)	4.24%	
Property (700)							
Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750	362,192	350,000	350,000			
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property		362,192	350,000	350,000	-	4.70%	
Other (800)							
Dues & Fees	810	33,103	60,710	61,400	690		
Claims & Judgments	820						
Interest	830	578					
Total Other		33,681	60,710	61,400	690	0.82%	
Other Financing Uses (900)							
Redemption of Principal	910	223,637					
Fund Transfers	930						
Total Other Financing Uses		223,637	0			0.00%	
Total Expense		7,847,745	7,407,423	7,443,979	36,556	100.00%	
					0.49%		

**Capital Area Intermediate Unit
Proposed General Operating Budget
2023-24 Summary by Function**

2023-24 PROPOSED BUDGET

Budgeted Area	Total Budget	% of Total	School District Contribution	% of School District Contribution
Instructional Materials	129,444	1.74%	113,589	12.59%
Curriculum, Instruction, and Assessment	421,290	5.66%	374,506	41.50%
Administration	1,127,014	15.14%	414,365	45.92%
Business and Operations	1,613,297	21.67%		0.00%
Buildings and Grounds	1,439,529	19.34%		0.00%
Human Resources	853,975	11.47%		0.00%
Technology	1,859,430	24.98%		0.00%
Debt Service	-	0.00%		0.00%
Total Budget	7,443,979	100.00%	902,460	100.00%

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Instructional Materials and Services

		2021-22 Actual	Approved Budget 2022-23	Proposed Budget 2023-24	Increase/ (Decrease)	% of Budget 2023-24	Notes
Budget 2220							
Revenue							
School District Contributions	6947	102,095	110,335	113,589	3,254	87.75%	12.59% of total S.D. contribution
Services Provided to Other LEA's	6960						
Services Provided to Other Funds	6970						
Miscellaneous Revenue	6990						
State Social Security & Med. Reimb.	7810	2,728	2,853	2,912	59	2.25%	
State Retirement Reimbursement	7820	12,650	13,149	12,943	(206)	10.00%	
Total Revenue		117,473	126,337	129,444	3,107	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110	72,408	74,580	76,131	1,551		.5 - Director of Technology
Professional - Educational	120						
Professional - Other	130						
Technical	140						
Office/Clerical	150						
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180						
Instructional Assistant	190						
Total Salaries		72,408	74,580	76,131	1,551	58.81%	.5 FTE
Employee Benefits (200)							
Group Insurance	210	8,402	8,867	11,636	2,769		
FICA Contribution	220	5,455	5,705	5,824	119	7.65%	
Retirement	230	25,299	26,297	25,885	(412)	34.00%	
Tuition Reimbursement	240						
Unemployment Compensation	250						
Workmens Compensation	260	557	559	571	12	0.75%	
Other Benefits	290	1,025	1,025	975	(50)		Health Savings Funding
Total Employee Benefits		40,738	42,453	44,891	2,438	34.68%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320		1,000	1,000			Workshops and conference registrations
Other Professional	330						
Technical	340	275	200	275	75		Computer Life Cycle Program
Security/Safety Services	350						
Other Professional/Technical	390						
Total Purchased Services		275	1,200	1,275	75	0.98%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430						
Rentals	440	3,266	4,332	3,375	(957)		CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		3,266	4,332	3,375	(957)	2.61%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520						
Communications	530	480	960	960			Cell phone reimbursement, data cards
Advertising	540						
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580		1,500	1,500			Meals, lodging, mileage
Misc. Purchased Services	590						
Total Other Purchased Services		480	2,460	2,460		1.90%	
Supplies (600)							
General Supplies	610		100	100			Office supplies
Energy	620						
Food	630						
Books & Periodicals	640		300	300			
Software / Tech Supplies	650	306	500	500			
Total Supplies		306	900	900		0.70%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810		412	412			
Claims & Judgments	820						
Interest	830						
Total Other			412	412		0.32%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		117,473	126,337	129,444	3,107	100.00%	
Increase/ (Decrease) from prior year					2.46%		
Net Revenue/Expense							

Program Description - The IMS team provides coordination of the Technology Advisory Council, and information and support to districts. The team provides training and support for the integration of technology with curriculum.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Curriculum, Instruction, and Assessment

		2021-22	Approved	Proposed		% of	
		Actual	Budget	Budget	Increase/	Budget	Notes
			2022-23	2023-24	(Decrease)	2023-24	
Budget 2260							
Revenue							
School District Contributions	6947	387,694	457,265	374,506	(82,759)	88.90%	41.5% of total S.D. contribution
Services Provided to Other LEA's	6960						
Services Provided to Other Funds	6970						
Miscellaneous Revenue	6990						
State Social Security & Med. Reimb.	7810	8,747	10,468	8,593	(1,875)	2.04%	
State Retirement Reimbursement	7820	39,816	48,247	38,191	(10,056)	9.07%	
Total Revenue		436,257	515,980	421,290	(94,690)	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110	127,129	135,034	136,475	1,441		1.0 Director of Curriculum Services
Professional - Educational	120						
Professional - Other	130	67,257	90,953	38,423	(52,530)		.5 Curriculum Specialists
Technical	140						
Office/Clerical	150	40,501	47,676	49,751	2,075		1.0 Administrative Assistant
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180						
Instructional Assistant	190						
Total Salaries		234,887	273,663	224,649	(49,014)	53.32%	2.50 FTE's
Employee Benefits (200)							
Group Insurance	210	44,322	45,823	35,511	(10,312)		
FICA Contribution	220	17,495	20,935	17,186	(3,749)	7.65%	
Retirement	230	79,633	96,494	76,381	(20,113)	34.00%	
Tuition Reimbursement	240		1,782		(1,782)		Reimbursement of college tuition
Unemployment Compensation	250						
Workmens Compensation	260	1,806	2,052	1,685	(367)	0.75%	
Other Benefits	290	36,580	4,510	2,925	(1,585)		Health Savings Funding
Total Employee Benefits		179,835	171,596	133,688	(37,908)	31.73%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	2,340	17,000	17,000			Workshops and conference registrations
Other Professional	330						
Technical	340	1,375	1,160	1,375	215		Computer Life Cycle Program
Security/Safety Services	350						
Other Professional/Technical	390						
Total Purchased Services		3,715	18,160	18,375	215	4.36%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430		3,500	1,000	(2,500)		Maintenance and overage charges on copiers
Rentals	440	12,398	15,708	12,435	(3,273)		Copier lease & CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		12,398	19,208	13,435	(5,773)	3.19%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520						
Communications	530						Data cards
Advertising	540						
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	1,342	16,980	15,330	(1,650)		Meals, lodging, mileage
Misc. Purchased Services	590						
Total Other Purchased Services		1,342	16,980	15,330	(1,650)	3.64%	
Supplies (600)							
General Supplies	610	1,600	10,150	10,150			Office supplies
Energy	620						
Food	630	52	100	100			
Books & Periodicals	640		400	400			
Software / Tech Supplies	650	2,428	150	150			
Total Supplies		4,080	10,800	10,800		2.56%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810		5,573	5,013	(560)		Dues & fees associated with curriculum related memberships
Claims & Judgments	820						
Interest	830						
Total Other			5,573	5,013	(560)	1.19%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		436,257	515,980	421,290	(94,690)	100.00%	
Increase/ (Decrease) from prior year					-18.35%		
Net Revenue/Expense							

Program Description – The Educational Services Team provides leadership and support to school districts relating to Curriculum, Instruction, Assessment and Instructional Strategies. This team also guides and supports districts in the implementation of a variety of mandated initiatives such as Coordination of PSSA and Keystone Exams, graduation requirements, Comprehensive Planning, Career Readiness Initiatives, data analysis, Educator Effectiveness training, and other pertinent instructional programming. This team coordinates a wide variety of continuing professional educational opportunities including an induction series for new administrators and teachers, sessions in support of PDE initiatives, and a host of summer sessions for teachers and administrators.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Administration

		2021-22	Approved	Proposed		% of	
		Actual	Budget	Budget	Increase/	Budget	Notes
			2022-23	2023-24	(Decrease)	2023-24	
Budget 2300							
Revenue							
State Revenue received from other sources	6821						
School District Contributions	6947	412,671	334,860	414,365	79,505	36.77%	45.92% of total S.D. contribution
Services Provided to Other LEA's	6960	35,305	5,000	5,000		0.44%	Superintendent of Record for CPAVTS & DCTS
Services Provided to Other Funds	6970	410,314	609,711	591,685	(18,026)	52.50%	
Miscellaneous Revenue	6990	1,748					
Safe Schools	7360						
State Social Security & Med. Reimb.	7810	17,337	20,218	21,300	1,082	1.89%	
State Retirement Reimbursement	7820	82,211	93,187	94,664	1,477	8.40%	
Total Revenue		959,586	1,062,976	1,127,014	64,038	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110	344,673	357,745	385,306	27,561		1.0 Executive Director and 1.0 Assistant Executive Director
Professional - Educational	120						
Professional - Other	130						
Technical	140						
Office/Clerical	150	154,972	170,825	171,540	715		1.0 Administrative Assistant, 1.0 Communication Coordinator, 1.0 Marketing Assistant
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180						
Instructional Assistant	190						
Total Salaries		499,645	528,570	556,846	28,276	49.41%	5 FTE's
Employee Benefits (200)							
Group Insurance	210	82,595	98,606	121,712	23,106		
FICA Contribution	220	34,673	40,435	42,599	2,164	7.65%	
Retirement	230	164,422	186,374	189,328	2,954	34.00%	
Tuition Reimbursement	240		5,000		(5,000)		Reimbursement of college tuition
Unemployment Compensation	250						
Workmens Compensation	260	3,841	3,964	4,177	213	0.75%	
Other Benefits	290	15,125	9,225	9,750	525		Health Savings Funding
Total Employee Benefits		300,657	343,604	367,566	23,962	32.61%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	12,794	25,079	25,079			Workshops and conference registrations
Other Professional	330	9,620	7,500	15,000	7,500		PSBA Policy Review
Technical	340	2,750	2,000	2,750	750		Computer Life Cycle Program
Security/Safety Services	350						
Other Professional/Technical	390	28,125	14,650	14,650			
Total Purchased Services		53,289	49,229	57,479	8,250	5.10%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430		3,000	1,000	(2,000)		Maintenance and overage charges on copiers
Rentals	440	37,019	49,054	40,804	(8,250)		Copier lease & CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		37,019	52,054	41,804	(10,250)	3.71%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520						
Communications	530	740					Data cards
Advertising	540	10,068	200	6,000	5,800		CAIU Board meeting notices
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	727	17,000	17,000			Meals, lodging, mileage
Misc. Purchased Services	590	15,678	8,000	16,000	8,000		
Total Other Purchased Services		27,213	25,200	39,000	13,800	3.46%	
Supplies (600)							
General Supplies	610	12,609	15,600	15,600			Office supplies
Energy	620						
Food	630	3,311	22,000	22,000			Board & Opening Day for staff
Books & Periodicals	640	4,189	1,500	1,500			PA School Code, PA Education Directories & Education Week
Software / Tech Supplies	650	1,940					
Total Supplies		22,049	39,100	39,100		3.47%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810	19,714	25,219	25,219			Professional memberships
Claims & Judgments	820						
Interest	830						
Total Other		19,714	25,219	25,219		2.24%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		959,585	1,062,976	1,127,014	64,038	100.00%	
Increase/ (Decrease) from prior year					6.02%		
Net Revenue/Expense							

Program Description - The administration team is primarily concerned with establishing and administering policy. The team directs and manages the operations of the CAIU and coordinates the meetings and activities of the Board. Administration also coordinates monthly Superintendents Advisory Council meetings, new superintendents induction, legislative liaison, school district consultation, Superintendents leadership conferences, and participation in the PAIU.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Business and Operations

		2021-22	Approved	Proposed	Increase/	% of	
		Actual	Budget	Budget	(Decrease)	Budget	Notes
			2022-23	2023-24		2023-24	
Budget 2500							
Revenue							
Interest on Investments	6510	16,321	30,000	15,000	(15,000)	0.93%	
Services Provided to LEA's	6960	5,637				0.00%	
Services Provided to Other Funds	6970	1,254,943	1,422,408	1,473,849	51,441	91.36%	
Miscellaneous Revenue	6990	205,339				0.00%	
State Social Security & Med. Reimb.	7810	22,761	20,820	22,858	2,038	1.42%	
State Retirement Reimbursement	7820	135,683	95,953	101,590	5,637	6.30%	
Total Revenue		1,640,685	1,569,181	1,613,297	44,116	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110		149,160	153,075	3,915		1.0 Director of Business and Operations
Professional - Educational	120						
Professional - Other	130						
Technical	140						
Office/Clerical	150	588,556	395,094	444,501	49,407		1.0 Assistant Business Manager, 2.0 Accountants, 1.0 Program Assistant, 1.0 Business Coordinator, 2.0 Enola Receptionist, 1.0 Payroll Specialist
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180	38,192					
Instructional Assistant	190						
Total Salaries		626,748	544,254	597,576	53,322	37.04%	8.0 FTE's
Employee Benefits (200)							
Group Insurance	210	146,140	121,624	171,778	50,154		
FICA Contribution	220	47,557	41,635	45,715	4,080	7.65%	
Retirement	230	215,864	191,904	203,177	11,273	34.00%	
Tuition Reimbursement	240	4,294	9,558		(9,558)		Reimbursement of college tuition
Unemployment Compensation	250						
Workmens Compensation	260	4,459	4,082	4,482	400	0.75%	
Other Benefits	290	16,400	11,275	13,650	2,375		Health Savings Funding
Total Employee Benefits		434,714	380,078	438,802	58,724	27.20%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	2,345	3,350	3,350			Workshops and conference registrations
Other Professional	330	131,406	152,800	132,800	(20,000)		Attorney, year-end audit & GASB 45 Valuation
Technical	340	77,475	94,700	95,900	1,200		Accounting software, imaging services, PAIU
Security/Safety Services	350						
Other Professional/Technical	390	804					
Total Purchased Services		212,030	250,850	232,050	(18,800)	14.38%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430	2,082	17,393	3,000	(14,393)		Maint. agreements on copiers, vehicle maintenance
Rentals	440	82,237	99,057	85,010	(14,047)		Copier lease & CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		84,319	116,450	88,010	(28,440)	5.46%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520	118,596	100,188	79,498	(20,690)		Insurance for CAIU operations and activities
Communications	530	112,850	88,100	88,100			Postage for IU, local & long distance phone service
Advertising	540	257	500	500			Advertising and bid purchases
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	1,084	1,600	1,600			Meals, lodging, mileage
Misc. Purchased Services	590						
Total Other Purchased Services		232,787	190,388	169,698	(20,690)	10.52%	
Supplies (600)							
General Supplies	610	6,723	15,500	15,500			Supplies
Energy	620						
Food	630						
Books & Periodicals	640		350	350			
Software / Tech Supplies	650	2,216	48,500	48,500			Contract management & registration software
Total Supplies		8,939	64,350	64,350		3.99%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810	10,122	22,811	22,811			PASBO, Purchasing Groups, Bank Fees
Claims & Judgments	820						
Interest	830						
Total Other		10,122	22,811	22,811		1.41%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		1,609,659	1,569,181	1,613,297	44,116	100.00%	
Increase/ (Decrease) from prior year						2.81%	
Net Revenue/Expense		31,026	-	-	-		

Program Description - The business and operations team manages the fiscal activities and general operations of the organization. The activities include general ledger accounting, financial reporting, budget development, financial analysis, accounts payable, accounts receivable, cash management, warehouse, project management, mail room, contract management and receptionist.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Buildings and Grounds

		2021-22 Actual	Approved Budget 2022-23	Proposed Budget 2023-24	Increase/ (Decrease)	% of Budget 2023-24	Notes
Budget 2600							
Revenue							
Rentals	6910	877,057	1,219,300	969,920	(249,380)	67.38%	CAIU Enola facility charge
Services Provided Other Funds	6970	1,120,661		400,000	400,000	27.79%	
Miscellaneous Revenue	6990	1,164				0.00%	
Assigned Fund Balance	6999		300,000		(300,000)	0.00%	
State Social Security & Med. Reimb.	7810	9,924	12,314	12,786	472	0.89%	
State Retirement Reimbursement	7820	45,558	56,756	56,823	67	3.95%	
Total Revenue		2,054,364	1,588,370	1,439,529	(148,841)	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110		41,600	43,305	1,705		.4 Supervisor of Operations & Transportation
Professional - Educational	120						
Professional - Other	130						
Technical	140						
Office/Clerical	150	41,188	44,443	69,227	24,784		1.0 Safety & Security
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180	221,340	280,325	290,944	10,619		8.0 Custodial/Maintenance Staff
Instructional Assistant	190						
Total Salaries		262,528	366,368	403,476	37,108	28.03%	9.4 FTE's
Employee Benefits (200)							
Group Insurance	210	79,550	110,303	130,784	20,481		
FICA Contribution	220	19,847	24,627	25,570	943	7.65%	
Retirement	230	91,116	113,511	113,645	134	34.00%	
Tuition Reimbursement	240						
Unemployment Compensation	250						
Workmens Compensation	260	2,018	2,414	2,507	93	0.75%	
Other Benefits	290	10,095	12,095	11,505	(590)		Health Savings Funding
Total Employee Benefits		202,626	262,950	284,011	21,061	19.73%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	1,940	300	1,500	1,200		
Other Professional	330		1,400	1,400			
Technical	340	1,870	160	2,220	2,060		
Security/Safety Services	350		11,000	11,000			Security services
Other Professional/Technical	390						
Total Purchased Services		3,810	12,860	16,120	3,260	1.12%	
Purchased Property Services (400)							
Cleaning Services	410	47,845	66,410	68,210	1,800		Trash removal, recycling, and snow removal
Utility Services	420	106,820	89,200	115,000	25,800		Sewer, water, and electric
							*Annual maintenance projects, security, landscaping, vehicle maint., & allowance for other repairs.
Repairs & Maintenance	430	1,343,059	633,880	411,880	(222,000)		
Rentals	440	3,607		1,080	1,080		
Construction Services	450	18,754					
Extermination Services	460	7,274	4,200	8,000	3,800		Termite and Pest Control Services
Total Purchased Property Services		1,527,359	793,690	604,170	(189,520)	41.97%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520	11,918	54,312	54,312			Auto Liability Insurance/General Property/Liability Insurance
Communications	530	872	1,080	1,080			Night custodian cell phone cost
Advertising	540						
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	2,182	2,400	2,400			Vehicle gas
Misc. Purchased Services	590						
Total Other Purchased Services		14,972	57,792	57,792		4.01%	
Supplies (600)							
General Supplies	610	33,944	39,650	39,650			Misc. maintenance supplies, cleaning supplies and facility supplies, contract for power backup
Energy	620	593	21,500	750	(20,750)		Natural gas and diesel fuel for generator
Food	630		150	150			
Books & Periodicals	640						
Software / Tech Supplies	650	8,251	32,000	32,000			
Total Supplies		42,788	93,300	72,550	(20,750)	5.04%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810	281	1,410	1,410			Pesticide licenses
Claims & Judgments	820						
Interest	830						
Total Other		281	1,410	1,410		0.10%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		2,054,364	1,588,370	1,439,529	(148,841)	100.00%	
Increase/ (Decrease) from prior year					-9.37%		
Net Revenue/Expense		-	-	-	-		

* Repairs & Maintenance 430 detail - annual R&M see page 20

Program Description - The buildings and grounds department is responsible for keeping the Enola facility and other CAIU facilities clean and ready for daily use. It includes operating the heating, lighting and ventilating systems as well as repair and replacement of facilities and equipment. The department maintains the Enola grounds and its improvements through landscaping and snow removal.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Human Resources

		2021-22 Actual	Approved Budget 2022-23	Proposed Budget 2023-24	Increase/ (Decrease)	% of Budget 2023-24	Notes
Budget 2830							
Revenue							
State Revenue received from other sources	6947						
School District Contributions	6947						
Services Provided to LEA's	6960		5,000		(5,000)	0.00%	
Services Provided Other Funds	6970	510,693	688,313	783,017	94,704	91.69%	
Miscellaneous Revenue	6990	19,842	12,500		(12,500)	0.00%	
State Social Security & Med. Reimb.	7810	9,563	12,181	13,033	852	1.53%	
State Retirement Reimbursement	7820	42,229	56,141	57,925	1,784	6.78%	
Total Revenue		582,326	774,135	853,975	79,840	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110						
Professional - Educational	120						
Professional - Other	130						
Technical	140						
Office/Clerical	150	251,722	318,438	340,732	22,294		5.0 Human Resource Staff
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180						
Instructional Assistant	190						
Total Salaries		251,722	318,438	340,732	22,294	39.90%	5.0 FTE's
Employee Benefits (200)							
Group Insurance	210	29,676	54,981	59,494	4,513		
FICA Contribution	220	19,126	24,361	26,066	1,705	7.65%	
Retirement	230	84,458	112,281	115,849	3,568	34.00%	
Tuition Reimbursement	240						
Unemployment Compensation	250						
Workmens Compensation	260	1,935	2,389	2,556	167	0.75%	
Other Benefits	290	5,175	5,125	4,875	(250)		Health Savings Funding
Total Employee Benefits		140,370	199,137	208,840	9,703	24.46%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	2,047	45,500	45,500			Workshops and conference registrations
Other Professional	330	26,855	29,000	29,000			A.D.A. and EAP Services
Technical	340	53,733	91,200	131,650	40,450		Frontline Package
Security/Safety Services	350						
Other Professional/Technical	390	44,800		16,000	16,000		
Total Purchased Services		127,435	165,700	222,150	56,450	26.01%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430		9,500	4,000	(5,500)		Maint. agreements on copiers and photo ID machine
Rentals	440	29,136	45,975	36,118	(9,857)		Copier lease & CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		29,136	55,475	40,118	(15,357)	4.70%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520						
Communications	530	127					
Advertising	540	3,296	8,000	8,000			Job advertisements
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580		100	100			Meals, lodging, mileage
Misc. Purchased Services	590						
Total Other Purchased Services		3,423	8,100	8,100		0.95%	
Supplies (600)							
General Supplies	610	23,776	12,000	24,000	12,000		Supplies
Energy	620						
Food	630		2,000	2,000			
Books & Periodicals	640	3,372	3,250	4,750	1,500		Thompson West, PSBA School Law Book
Software / Tech Supplies	650	359	8,000		(8,000)		
Total Supplies		27,507	25,250	30,750	5,500	3.60%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750						
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property						0.00%	
Other (800)							
Dues & Fees	810	2,733	2,035	3,285	1,250		Professional memberships
Claims & Judgments	820						
Interest	830						
Total Other		2,733	2,035	3,285	1,250	0.38%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		582,326	774,135	853,975	79,840	100.00%	
Increase/ (Decrease) from prior year						10.31%	
Net Revenue/Expense							

Program Description - The Human Resources Team recruits and on-boards staff, administers the collective bargaining agreement and maintains labor relations, conducts surveys, coordinates district human resources advisory meetings and provide districts with updates on human resource issues, administers benefits, maintains job descriptions, and provides certification and human resource consultation.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Technology

		2021-22	Approved	Proposed		% of	
		Actual	Budget	Budget	Increase/	Budget	
			2022-23	2023-24	(Decrease)	2023-24	Notes
Budget 2840							
Revenue							
Services Provided to LEA's	6960						
Services Provided Other Funds	6970	1,754,825	1,647,039	1,736,583	89,544	93.39%	
Miscellaneous Revenue	6990	1,200					
State Social Security & Med. Reimb.	7810	19,125	22,001	22,564	563	1.21%	
State Retirement Reimbursement	7820	88,715	101,404	100,283	(1,121)	5.39%	
Total Revenue		1,863,864	1,770,444	1,859,430	88,986	100.00%	
Expense							
Salaries (100)							
Official/Administrative	110	86,754	74,580	129,056	54,476		.5 Director of Technology, .5 Assistant Tech. Director
Professional - Educational	120						
Professional - Other	130						
Technical	140	373,371	451,478	409,588	(41,890)		2.0 Network Administrators, 5.0 Technology Support Coordinators
Office/Clerical	150	47,685	49,116	51,253	2,137		1.0 Administrative Assistant
Crafts & Trades	160						
Operative	170						
Service Work & Laborer	180						
Instructional Assistant	190						
Total Salaries		507,810	575,174	589,897	14,723	31.72%	9.0 FTE's
Employee Benefits (200)							
Group Insurance	210	110,965	134,051	151,780	17,729		
FICA Contribution	220	38,249	44,000	45,127	1,127	7.65%	
Retirement	230	177,430	202,806	200,565	(2,241)	34.00%	
Tuition Reimbursement	240						Reimbursement of college tuition
Unemployment Compensation	250						
Workmens Compensation	260	3,904	4,313	4,424	111	0.75%	
Other Benefits	290	15,375	13,325	12,675	(650)		Health Savings Funding
Total Employee Benefits		345,923	398,495	414,571	16,076	22.30%	
Purchased Services (300)							
Official/Administrative	310						
Professional - Educational	320	419	10,000	10,000			Workshops and conference registrations
Other Professional	330		1,000	1,000			
Technical	340	215,113	134,060	193,985	59,925		Application Dev Support, back up services
Security/Safety Services	350						
Other Professional/Technical	390						
Total Purchased Services		215,532	145,060	204,985	59,925	11.02%	
Purchased Property Services (400)							
Cleaning Services	410						
Utility Services	420						
Repairs & Maintenance	430	97,514	105,000	104,000	(1,000)		Maintenance agreement on copiers, Smartnet warranty, routers, switches
Rentals	440	79,872	61,275	42,877	(18,398)		Copier lease & CAIU Enola facility charge
Construction Services	450						
Extermination Services	460						
Total Purchased Property Services		177,386	166,275	146,877	(19,398)	7.90%	
Other Purchased Services (500)							
Student Transport Services	510						
Insurance - General	520						
Communications	530	40,846	31,580	47,140	15,560		Cell phone reimbursement, data cards & internet connection for CAIU
Advertising	540						
Printing & Binding	550						
Tuition	560						
Food Services Management	570						
Travel	580	4,785	7,150	5,750	(1,400)		Meals, lodging, mileage
Misc. Purchased Services	590						
Total Other Purchased Services		45,631	38,730	52,890	14,160	2.84%	
Supplies (600)							
General Supplies	610	2,194	22,000	11,000	(11,000)		Software, licenses, office supplies and computers
Energy	620						
Food	630						
Books & Periodicals	640						
Software / Tech Supplies	650	206,943	71,460	85,960	14,500		
Total Supplies		209,137	93,460	96,960	3,500	5.21%	
Property (700)							
Land and Improvements	710						
Depreciation	740						
Equipment - Original & Additional	750	362,192	350,000	350,000			Servers, routers, switches
Equipment - Replacement	760						
Technology Infrastructure	788						
Total Property		362,192	350,000	350,000		18.82%	
Other (800)							
Dues & Fees	810	253	3,250	3,250			Dues & fees associated with Technology related memberships
Claims & Judgments	820						
Interest	830						
Total Other		253	3,250	3,250		0.17%	
Other Financing Uses (900)							
Redemption of Principal	910						
Fund Transfers	930						
Total Other Financing Uses						0.00%	
Total Expense		1,863,864	1,770,444	1,859,430	88,986	100.00%	
Increase/ (Decrease) from prior year					5.03%		
Net Revenue/Expense							

Program Description - The Technology Services team provides internal technology networks, systems, and application support for the operation of the CAIU.

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

Debt Service

		2021-22	Approved	Proposed	% of	
		Actual	Budget	Budget	Increase/	Budget
			2022-23	2023-24	(Decrease)	2023-24
Budget 5100						Notes
Revenue						
Services Provided to Other Funds	6970	224,215				
Total Revenue		224,215			0.00%	
Expense						
Salaries (100)						
Official/Administrative	110					
Professional - Educational	120					
Professional - Other	130					
Technical	140					
Office/Clerical	150					
Crafts & Trades	160					
Operative	170					
Service Work & Laborer	180					
Instructional Assistant	190					
Total Salaries					0.00%	
Employee Benefits (200)						
Group Insurance	210					
FICA Contribution	220					
Retirement	230					
Tuition Reimbursement	240					
Unemployment Compensation	250					
Workmens Compensation	260					
Other Benefits	290					
Total Employee Benefits					0.00%	
Purchased Services (300)						
Official/Administrative	310					
Professional - Educational	320					
Other Professional	330					
Technical	340					
Security/Safety Services	350					
Other Professional/Technical	390					
Total Purchased Services					0.00%	
Purchased Property Services (400)						
Cleaning Services	410					
Utility Services	420					
Repairs & Maintenance	430					
Rentals	440					
Construction Services	450					
Extermination Services	460					
Total Purchased Property Services					0.00%	
Other Purchased Services (500)						
Student Transport Services	510					
Insurance - General	520					
Communications	530					
Advertising	540					
Printing & Binding	550					
Tuition	560					
Food Services Management	570					
Travel	580					
Misc. Purchased Services	590					
Total Other Purchased Services					0.00%	
Supplies (600)						
General Supplies	610					
Energy	620					
Food	630					
Books & Periodicals	640					
Software / Tech Supplies	650					
Total Supplies					0.00%	
Property (700)						
Land and Improvements	710					
Depreciation	740					
Equipment - Original & Additional	750					
Equipment - Replacement	760					
Technology Infrastructure	788					
Total Property					0.00%	
Other (800)						
Dues & Fees	810					
Claims & Judgments	820					
Interest	830	578				
Total Other		578			0.00%	
Other Financing Uses (900)						
Redemption of Principal	910	223,637				
Fund Transfers	930					
Total Other Financing Uses		223,637			0.00%	
Total Expense		224,215.45			0.00%	
Increase/ (Decrease) from prior year						
Net Revenue/Expense						

Program Description - Budget represents debt payments on the 2013 loan.

Capital Area Intermediate Unit
Capital Repair, New Project, Equipment,
and Maintenance Plan
for Enola Facility
For the Five Year Period of
2023-24 through 2027-28

Background

The Capital Area Intermediate Unit Enola facility was built in 1989-90 and is the only building owned by the CAIU. All other facilities and classroom spaces are leased. In 2007-08, a long lasting metal based roof was placed on the pitched roof section of the Enola building. In addition at that time, a detached maintenance building was constructed to store gas powered equipment and gasoline separate from the main building for safety reasons. In the spring/summer of 2008, the parking capacity was expanded on the western side of the building. In June 2008, the upper sections of the building's perimeter walls were insulated to address a deficiency that had existed since the building was constructed. During 2014, a major upgrade was completed to the HVAC system. Also during that fiscal year there were upgrades to bathroom facilities in the main lobby and near the board room. During the 2021-22 year a major renovation project was done to the main lobby and conference rooms. This work continued into the 2022-23 fiscal year but will not have a budget impact on the 2023-24 fiscal year.

The building is over 25 years old and will need continuing maintenance and renovations in specific areas. At this point, most of these projects can be spread out over time and provided for in the annual Buildings and Grounds budget for repairs and maintenance.

Capital Repair, New Projects, and Equipment

It is the goal of the CAIU management and Board Finance Committee to establish a capital repairs fund. By establishing this fund and reviewing it on a yearly basis, budgetary fluctuations on the General Operating budget can be contained. The capital repair project schedule will be established on a yearly basis by the Buildings & Grounds Supervisor and also reviewed by the Board Buildings & Grounds Committee. The initial funding for this was established from unforeseen budgetary savings in 2013-14.

Annual Repairs and Maintenance Items

Carpet Replacement

A substantial amount of carpet in the Enola building has been replaced with carpet squares or vinyl tiles in the last few years. Carpet will be replaced in the building on a continuing basis as needed.

Dry Pipe Fire Sprinkler System Repair and Replacement

The attic space in the Enola building is not heated and is subject to temperatures well below freezing in the winter months. Accordingly, the Enola building uses a dry pipe (air in pipe) fire sprinkler system for fire suppression, as opposed to a wet pipe (water in pipe) system. This means that the pipes contain air under pressure until such time a sprinkler is activated, then the air in the pipe is vented and replaced with water. Disadvantages of a dry pipe

system include a delay of up to sixty seconds before water is applied to a fire and an increased potential for corrosion of the pipe. Normally, the pipe contains air. However, when the system is activated or tested water goes into the pipe and because of low spots and humidity, it never completely drains or dries out. The remaining water and moisture in the pipe combined with air increases internal corrosion of the pipe and leads to the potential for more leaks than a wet pipe system. Because of this potential for increased corrosion, a dry pipe system should be constructed of galvanized pipe. However as a cost saving measure, when the Enola building was constructed the dry pipe fire sprinkler system was constructed primarily with more corrosive black iron pipe, as opposed to galvanized pipe. Accordingly, the building has experienced water leaks in the system for a number of years. As leaks are identified, the black iron pipe is patched or replaced with galvanized pipe. \$10,000 a year is budgeted for this purpose.

A number of additional projects can be broken down into parts and funded on an annual basis through the Buildings and Grounds repairs and maintenance budget. The largest of these projects include the following:

<u>Project</u>	<u>Annual Cost</u>
Parking lot reseal and line	\$150,000 plus every 4 years

Future Capital Repair Needs

Sewage pump replacement was budgeted at \$30,000 every 6-10 years in the previous budgets. The CAIU anticipates being able to connect to a planned development adjacent to the CAIU administration building. This will eliminate the need for the pumping station and save future costs. This project is still on our radar as the construction continues around the Enola facility.

The two heating boilers which were originally installed in the Enola Facility when it was constructed over 30 years ago have come to the end of their generally accepted useful lifecycle. Rather than waiting for an unplanned, inopportune time for one or both boilers to fail, we are proactively planning to replace our two boilers with new, more efficient units that should improve operational heating and modestly reduce operating and maintenance costs for an extended period of time going forward. The budget number being used provides sufficient room for unknowns and unanticipated costs that often arise with projects of this nature.

Technology Life Cycle Plan

The technology items identified on the next page are at our different sites and will be put on an infrastructure lifecycle plan. The lifecycle will include all of our sites and will be phased in over multiple years. These items will be part of our master infrastructure lifecycle plan and will be updated on a regular schedule in alignment with what we are currently doing at Enola. A schedule that details the Technology Life Cycle replacement plan of the CAIU for 2023-24 through 2027-28 follows on the next page. The 2023-24 budget includes an expense of \$350,000 for continued upgrades to our technology center.

**Capital Area Intermediate Unit
Maintenance Plan Budget
for Enola Facility
for the Five Year Period of 2023-24 through 2027-28**

	Year 1 2023-24	Year 2 2024-25	Year 3 2025-26	Year 4 2026-27	Year 5 2027-28	Total
Annual Repairs and Maintenance Items						
Carpet Replacement (as needed)	5,000	5,000	5,000	5,000	5,000	25,000
Dry Pipe Fire Sprinkler System Repair and Replacement (as needed)	10,000	10,000	10,000	10,000	10,000	50,000
Parking Lot Reseal, Line and Repair (every 4 or 5 years)	150,000					150,000
Exterior upgrades	30,000	200,000	200,000	200,000	200,000	830,000
Total	146,500	121,500	115,000	15,000	215,000	1,055,000
Annual Technology Equipment						
Annual Equipment Lifecycle at Enola and remote locations	350,000	350,000	350,000	250,000	250,000	1,550,000

**Capital Area Intermediate Unit
Proposed General Operating Budget
For the 2023-24 Fiscal Year**

School District Contribution Schedule with 0% Increase

Column #	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
						Excess Expend.	Estimated			
		2022-23		2020-21		\$902,460	2023-24		Increase/	Increase/
		Market		Weighted	Weight	/Total Wgt. Fac.	District	2022-23	(Decrease)	(Decrease)
		Value Aid		Ave. Daily	Factor ³	53,050.1618470	Contribution ⁴	District	Amount	%
School District	Ratio ¹	(1) - (2)		Member. ²	(3) x (4)	= Multiplier	(5) x (6)	Contribution ⁵	(7) - (8)	(9) / (8)
Big Spring	1.0 - 0.4343	= 0.5657	x	2,976.485	= 1,683.797565	x 17.011447 =	28,643.83	28,643.83	0.00	0.00%
Camp Hill	1.0 - 0.4784	= 0.5216	x	1,486.706	= 775.465850	x 17.011447 =	13,191.80	13,191.80	0.00	0.00%
Carlisle Area	1.0 - 0.4864	= 0.5136	x	6,000.644	= 3,081.930758	x 17.011447 =	52,428.10	52,428.10	0.00	0.00%
Central Dauphin	1.0 - 0.4536	= 0.5464	x	15,274.360	= 8,345.910304	x 17.011447 =	141,976.00	141,976.00	0.00	0.00%
Cumberland Valley	1.0 - 0.3064	= 0.6936	x	11,194.930	= 7,764.803448	x 17.011447 =	132,090.54	132,090.54	0.00	0.00%
Derry Township	1.0 - 0.2720	= 0.7280	x	4,220.549	= 3,072.559672	x 17.011447 =	52,268.69	52,268.69	0.00	0.00%
East Pennsboro Area	1.0 - 0.4503	= 0.5497	x	3,157.558	= 1,735.709633	x 17.011447 =	29,526.93	29,526.93	0.00	0.00%
Greenwood	1.0 - 0.5810	= 0.4190	x	930.533	= 389.893327	x 17.011447 =	6,632.65	6,632.65	0.00	0.00%
Halifax Area	1.0 - 0.5810	= 0.4190	x	1,185.271	= 496.628549	x 17.011447 =	8,448.37	8,448.37	0.00	0.00%
Harrisburg City	1.0 - 0.7483	= 0.2517	x	9,137.013	= 2,299.786172	x 17.011447 =	39,122.69	39,122.69	0.00	0.00%
Lower Dauphin	1.0 - 0.4813	= 0.5187	x	4,441.417	= 2,303.762998	x 17.011447 =	39,190.34	39,190.34	0.00	0.00%
Mechanicsburg Area	1.0 - 0.4775	= 0.5225	x	5,252.382	= 2,744.369595	x 17.011447 =	46,685.70	46,685.70	0.00	0.00%
Middletown Area	1.0 - 0.4803	= 0.5197	x	2,987.783	= 1,552.750825	x 17.011447 =	26,414.54	26,414.54	0.00	0.00%
Millersburg Area	1.0 - 0.6278	= 0.3722	x	948.414	= 352.999691	x 17.011447 =	6,005.04	6,005.04	0.00	0.00%
Newport	1.0 - 0.6352	= 0.3648	x	1,234.512	= 450.349978	x 17.011447 =	7,661.10	7,661.10	0.00	0.00%
Northern York County	1.0 - 0.5707	= 0.4293	x	3,879.142	= 1,665.315661	x 17.011447 =	28,329.43	28,329.43	0.00	0.00%
Shippensburg Area	1.0 - 0.5265	= 0.4735	x	4,113.834	= 1,947.900399	x 17.011447 =	33,136.60	33,136.60	0.00	0.00%
South Middleton	1.0 - 0.2946	= 0.7054	x	2,557.737	= 1,804.227680	x 17.011447 =	30,692.52	30,692.52	0.00	0.00%
Steelton-Highspire	1.0 - 0.8514	= 0.1486	x	1,815.791	= 269.826543	x 17.011447 =	4,590.14	4,590.14	0.00	0.00%
Susquehanna Township	1.0 - 0.3628	= 0.6372	x	3,766.747	= 2,400.171188	x 17.011447 =	40,830.38	40,830.38	0.00	0.00%
Susquenita	1.0 - 0.5898	= 0.4102	x	2,160.572	= 886.266634	x 17.011447 =	15,076.68	15,076.68	0.00	0.00%
Upper Dauphin Area	1.0 - 0.5967	= 0.4033	x	1,334.860	= 538.349038	x 17.011447 =	9,158.10	9,158.10	0.00	0.00%
West Perry	1.0 - 0.5498	= 0.4502	x	2,770.733	= 1,247.383997	x 17.011447 =	21,219.81	21,219.81	0.00	0.00%
West Shore	1.0 - 0.4084	= 0.5916	x	8,857.340	= 5,240.002344	x 17.011447 =	89,140.02	89,140.02	0.00	0.00%
Total				101,685.313	53,050.161847		902,460.00	902,460.00	0.00	0.00%

Definitions:

¹ Market Value Aid Ratio (MV AR) calculation - $1 - ((\text{school district market value} / \text{school district weighted average daily membership}) / (\text{state total market value} / \text{state total WADM}) \times .5)$

² Weighted Average Daily Membership (WADM) - Weighted average daily membership is the term used for the assignment of weight by grade level to average daily membership (ADM). The current weighting is half-time kindergarten at 0.5, full-time kindergarten and elementary (grades 1-6) at 1.0, and secondary (grades 7-12) at 1.36.

³ Weight Factor calculation - $(1 - \text{Market Value Aid Ratio}) \times \text{Weighted Average Daily Membership}$

⁴ Contribution calculation - $\text{Weight Factor} \times \text{Excess Expenditures} / \text{Total Weight Factor}$

⁵ Does not include any extra subsidy that may be withheld by PDE.

Excess Expenditures for 2023-24 set at \$902,460

Note:

The final contribution amount for each district for 2023-24 will vary from the number above. The Pennsylvania Department of Education hasn't issued preliminary MV AR and preliminary WADM. Inputting updated variables into the schedule when determined will cause the contributions for individual school districts to increase or decrease depending on how much the variables for each district changed in relation to the other districts.

RESOLUTION

Regarding the Capital Area Intermediate Unit General Operating Budget for the 2023-24 Fiscal Year

Section 9-964(6) of the Pennsylvania School Code of 1949 as amended, requires that each intermediate unit budget "shall be approved by (i) at least a majority of the school districts comprising the intermediate unit; and (ii) at least a majority of the proportionate votes of all school directors".

At a meeting held on _____ April 11 _____, 2023
by a vote of 9 aye to 0 nay, with 0 abstaining and 0 absent,
as recorded in the minutes, the members of the School Board of the
Derry Township School District,
a member of the Capital Area Intermediate Unit, approved ✓ or disapproved _____
the General Operating Budget of the Capital Area Intermediate Unit for the 2023-24 fiscal year.

[Signature]
Board President

April 11, 2023
Date

Attest:

[Signature]
Board Secretary

April 11, 2023
Date

Instructions: Please e-mail this completed form as a PDF to dmoran@caiu.org, or send by US Postal Service to Daren Moran, CAIU Business Office, 55 Miller Street, Enola, PA 17025. Each school district is required to file a copy of this form with the CAIU and it is made part of the CAIU budget file to confirm compliance with PA School Code Section 9-964(6).

RESOLUTION

WHEREAS, Derry Township School District ("School District") was one of six school districts which on July 1, 1965, executed Articles of Agreement which provided for the establishment of the Dauphin County Technical School, and which, thereafter, on July 1, 1983, and July 1, 2003, executed Restated Articles of Agreement, which provided for the continuation of the educational programs offered by the Dauphin County Technical School; and,

WHEREAS, the aforementioned Restated Articles of Agreement will expire on June 30, 2023; and,

WHEREAS, the academic, career and technical educational programs provided by the Dauphin County Technical School have proven to be desirable, necessary, and of significant benefit to resident students of this School District who have been enrolled in and have graduated from the Dauphin County Technical School; and,

WHEREAS, the continuation of the academic, career and technical educational programs provided by the Dauphin County Technical School are deemed necessary and are in the best interests of the citizens and students residing within this School District, the following resolution is hereby adopted:

RESOLVED, this 11th day of April, 2023, that the undersigned School District does hereby give its approval to the attached Dauphin County Technical School Amended and Restated Articles of Agreement, to become effective July 1, 2023, does agree to be bound by the terms and conditions contained therein, and does authorize its President or Vice President and Secretary to execute a counterpart thereof on behalf of this School District.

Attest:

DERRY TOWNSHIP SCHOOL DISTRICT


Secretary

By:


President

**AGREEMENT BETWEEN
DERRY TOWNSHIP SCHOOL DISTRICT
AND FOLIUM, INC. d/b/a LAUREL LIFE SERVICES
FOR ELEMENTARY TRANSITION CLASSROOM
(2023-2024)**

This Agreement is made by and between DERRY TOWNSHIP SCHOOL DISTRICT and FOLIUM, INC. d/b/a LAUREL LIFE SERVICES.

Recitals

WHEREAS, Derry Township School District (DISTRICT) provides public education and related services to students within its jurisdiction; and

WHEREAS, some of the students attending the DISTRICT elementary schools have certain behavioral and educational needs and requirements; and

WHEREAS, Folium, Inc., d/b/a Laurel Life Services (Laurel Life) provides specialized services to students with education and behavioral needs and requirements; and

WHEREAS, DISTRICT desires to contract with Laurel Life to provide certain education and behavior related services to certain elementary level students that are served by DISTRICT, pursuant to the terms and conditions set forth in this Agreement;

WITNESS THEREFORE, the following Agreement.

1. Independent Contractor Status. DISTRICT hereby contracts with Laurel Life as an independent contractor for the delivery of Transition Classroom services. Laurel Life employees, agents, and servants shall not be considered to be employees of DISTRICT for any purpose. DISTRICT employees, agents and servants shall not be considered to be employees of Laurel Life for any purpose.
2. Scope of Services. Laurel Life shall provide the following services for DISTRICT:
 - a. The services shall be provided for one classroom at the Elementary Level.
 - b. Laurel Life will provide four full time staff:
 - i. One PA Certified Teacher.
 - ii. One Therapist, minimum of a Masters Degree.
 - iii. One Behavior Coach, minimum of a Bachelors Degree.
 - iv. One Transition Coordinator, minimum of a Bachelors Degree

- c. Laurel Life staff will provide the following services:
 - i. Provide a safe, positive, structured climate in the classroom;
 - ii. Upon request, provide classroom observations of students in DISTRICT classrooms for whom the DISTRICT is considering a referral to the Transition Classroom;
 - iii. Collaborate with DISTRICT staff on student performance and intervention strategies before, during, and after a student is placed in the Transition Classroom.
 - iv. Provide follow-up support services with students after discharge from the Classroom. Follow up services are titrated based on student progress and are designed to support the student in transitioning out of the Transition Classroom and into a regular assigned classroom. These services are student specific and range from short and limited time periods of 1:1 Laurel Life staff assistance to periodic check in meetings with the student, family, or teacher.
 - v. Provide academic supportive instruction that is designed and assigned by the DISTRICT teachers and is appropriate for the learning level of each student in the Transition Classroom.
 - vi. Provide social skills instruction to Transition Classroom students to build and enhance positive protective factors in students;
- d. Enrollment of students in one Transition Classroom in any one class period are limited as follows:
 - i. 8 students, if the classroom serves Kindergarten through third grade, or;
 - ii. 10 students, if the classroom serves fourth through six grade students.
 - iii. DISTRICT & Laurel Life agree to allow a maximum grade span of 4 levels to occur in the classroom; however, a maximum of 3 different grades can be represented based on daily enrollment. This allows for enrollment flexibility as district needs change.
 - 1. Example:
 - a. Program could serve students K-3rd (4 grade levels); however, enrollment might be students only in K, 1st & 3rd (3 grades represented).
- 3. Professional Liability Insurance. Laurel Life will carry professional liability insurance for its employees and program. A copy of the liability policy is available to the DISTRICT upon request.
- 4. Staff. Laurel Life will provide supervision and staff development for all staff.

- a. All staff shall possess the following qualifications:
 - i. Be citizens of the United States or have an approved Immigration Service Visa.
 - ii. Prior to working with children, possess all applicable and current background clearances and show no evidence of a criminal background or abuse of a child. Checks include:
 1. Pennsylvania Criminal Record Check,
 2. Child Abuse Clearance and
 3. FBI Clearance.
 4. Act 168
 - iii. Pass a physical examination by a physician and have a negative tuberculosis test result prior to employment and provide a certificate from a physician verifying the examination and results of said examination and tuberculosis test.
- b. Laurel Life shall provide DISTRICT with copies of all clearances and records for each employee, and upon request, shall allow proper persons from DISTRICT to view the original documents.
- c. Laurel Life shall inform all of its employees who will be providing services for DISTRICT about their obligation to adhere strictly to all applicable Board policies, rules, standards, schedules, and practices of DISTRICT.

5. Derry Township School District Duties. DISTRICT will:

- a. Identify students who are candidates for the Classroom;
- b. Collaborate with Laurel Life on the acceptance of the referral;
- c. Create a daily schedule for students to be included in the Classroom based on the individual behavioral and academic needs of each student;
- d. Provide all educational materials, curriculum and lesson plan assignments for students in the Classroom and maintain DISTRICT educational records;
- e. Maintain all students on their district caseloads, including IEP caseloads, and update all IEP's as needed;
- f. Pay Laurel Life the sum of \$338,000 for the Transition Classroom in the Elementary Transition Program. Payment is to be paid in two equal payments of \$169,000, with the first payment due in August 2023, and the second payment due in December 2023.

6. Collaboration for Certain Programs and Services. Laurel Life and DISTRICT will collaborate:

- a. In the development of an individualized instruction program and the implementation of special education services for students in the Transition Classroom. Laurel Life staff will participate in IEP meetings as needed.
- b. To design an appropriate evaluation of the Transition Classrooms. Laurel Life staff will provide the DISTRICT with a final report of the year's activities by July 1 of each year.

7. Records.

- a. Laurel Life will maintain the following records:
 - i. Daily records showing all student attendance. Student attendance records will be supplied to the DISTRICT on a quarterly basis, or more often if requested; and
 - ii. A detailed record of student performance, achievement, and behavior. An updated report of student's progress will be made to DISTRICT each academic quarter or at routine screening committee review meetings or as requested by DISTRICT.
 - b. Records, names, and identities shall remain confidential in accordance with applicable federal and state laws and regulations. Laurel Life shall inform all of its employees who will be providing services for DISTRICT about and shall fully comply with their obligation to maintain confidentiality of all DISTRICT matters, proceedings, and information, including, but not limited to, student educational records and information as defined by the Family and Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232g) (collectively referred to as "FERPA"). This confidentiality provision shall survive termination of this Agreement.
8. Hold Harmless and Indemnification. Laurel Life and DISTRICT agree to hold each other harmless and indemnify each other from all claims, causes of action, litigation, judgment and liability including expenses, costs and attorneys' fees, said indemnifications including without limitation the Folium, Inc. Board of Directors, Officers, Employees and Shareholders (hereafter

collectively Folium, Inc.) and DISTRICT Administrators, Board Members and Employees (hereafter collectively “DISTRICT”) under the following terms and conditions:

- a. Indemnification of Laurel Life by DISTRICT: To the extent that any claim is asserted regarding the compliance or failure to comply with the I.D.E.A.; other applicable Federal or State law, or regulation or Special Education requirement; or, to the extent that the DISTRICT fails to fulfill any term, covenant, or condition of this Agreement, DISTRICT agrees to indemnify and hold Laurel Life harmless from any claims, demands, fines, legal actions, losses, judgments, suits and other liabilities (including all costs, reasonable attorneys’ fees, consequential damages and punitive damages).
 - b. Indemnification of DISTRICT by Laurel Life: Laurel Life agrees to indemnify and hold DISTRICT harmless from any claims, demands, fines, legal actions, losses, judgments, suits and other liabilities (including all costs, reasonable attorneys’ fees, consequential damages and punitive damages) for claims of negligence asserted by a third party and alleging that Laurel Life failed to comply with applicable State statutes or regulations; failed to fulfill any term, covenant or condition of this Agreement; and, to the extent and where such claims or legal actions cause DISTRICT to be a Defendant in litigation by a third party.
9. Term of Agreement. The term of agreement shall be for a period of one year beginning July 1, 2023 and ending June 30, 2024.
10. Termination of Agreement. This agreement shall terminate at the end of the term of this Agreement. The Agreement may be terminated by the parties other than at the expiration of the term of this Agreement as follows:
 - a. DISTRICT retains the right to terminate this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by Laurel Life.
 - b. Laurel Life retains the right to terminate this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by DISTRICT for any of the following reasons:
 - i. One or more material violations of this Agreement;
 - ii. Failure to timely comply with Laurel Life requests for information regarding any matriculated students, or failure to cooperate with Laurel Life staff regarding matriculation procedures set forth herein;
 - iii. Failure to make any payment required hereunder or pay any Laurel Life invoices when due;

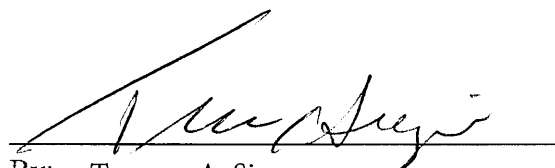
- iv. Violations of any provision of state or federal law from which DISTRICT has not been exempted;
 - v. DISTRICT or their Board of School Directors has been indicted for and convicted of fraud.
11. Assignment. This Agreement may not be assigned or transferred by Laurel Life or DISTRICT and shall be binding upon and inure to the benefit of the successors and assigns of DISTRICT.
12. Compliance. Both parties agree that this Agreement is subject to all applicable Federal, State, and local laws and regulations, policies and procedures of the Commonwealth of Pennsylvania, Department of Public Education and the Federal Government. Laurel Life hereby certifies that it is not debarred or suspended from entering into contracts with the federal government or any entity which receives federal funds.
13. Severability. In the event that any provisions of this Agreement shall or become invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.
14. Jurisdiction and Venue. This agreement has been made in the Commonwealth of Pennsylvania and shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania. The parties hereby consent and grant to the Court of Common Pleas of Dauphin County, Pennsylvania jurisdiction over all disputes that may arise under the interpretation or performance of this Agreement.
15. Entire Agreement. This agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof. This Agreement may not be modified or amended other than by an agreement in writing, duly signed by all parties.
16. No Waiver of Rights or Remedies. No delay or forbearance by Laurel Life in exercising any right or remedy hereunder or in undertaking or performing any act or matter which is not expressly required to be undertaken by Laurel Life Services can be construed, respectively, to be a waiver of Laurel Life's rights or to represent any agreement by Laurel Life to undertake or perform such act or matter thereafter.

17. Nondiscrimination. Laurel Life agrees that it will abide by all federal and state laws prohibiting discrimination in admissions, employment and operations on the basis of disability, race, creed, gender, national origin, religion, ancestry, need for special education services, subject to the right of Laurel Life to receive waivers from the same or its rights of noncompliance as set forth in Act 48 or other legal standard.

INTENDING TO BE LEGALLY BOUND, the parties have executed this Agreement on the date indicated with their signatures.

ATTEST

DERRY TOWNSHIP SCHOOL DISTRICT

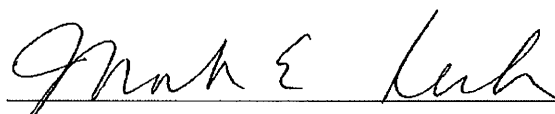
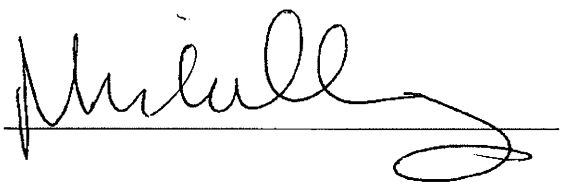


By: Terence A. Singer
Position: President, School Board

Date: April 11, 2023

ATTEST

FOLIUM, INC.,
d/b/a LAUREL LIFE SERVICES



Mark E. Keck, M.Ed
CEO / President
Folium, Inc. d/b/a Laurel Life Services

Date: 3/6/2023