

Saucon Valley School District

Regular Meeting of the Board of Education

June 11, 2024

High School Audion



Welcome to the meeting of the Saucon Valley School Board. Our objective is to serve the students, parents, and residents of our community. You are an important part of this meeting, and we look forward to your questions and comments.

We are all here for the same reason. All opinions are welcomed and equally valuable. Our only request is that we address each other with civility and respect. Our courtesy toward each other is the best way to show our students how much we respect them as well.

Notice to Public - *This is to notify all in attendance at the Saucon Valley School Board meeting that the district is video and audio-taping the meeting, and the meeting will be posted for public viewing according to district policy.*

Agenda

6:00 pm – Executive Session for the purpose of Legal, Security, Safety, SVEA Contract, and Personnel

- I. **Call to the Order** – *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*
- IV. **Motion to Approve Agenda**
- V. **Announcement of Executive Session** – Legal, Security, Safety, SVEA Contract and Personnel
- VI. **Approval of Minutes** – May 28, 2024
- VII. **Recognition** – District XI 3A Baseball Champions and PIAA State Qualifiers
- VIII. **Presentation** – None
- IX. **Superintendent’s Report** – *Jaime Vlasaty, Superintendent*
- X. **Courtesy of the Floor to Visitors – Agenda Items Only** – *Visitors should state their name and address.*
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$306,173.81
 - B. Cafeteria Expenditures – \$7,216.76
 - C. Health Benefits – None
 - D. Capital Projects – None

Recommendations for Approval

Presentation of Bills

1. Approve the above Presentation of Bills.

Recommendation: To approve all motions and recommendations listed above in the Presentation of Bills.

XII. Treasurer's Report – *Donald Carpenter/David Bonenberger*

- A. Cash Investment and Bond Activity - None
- B. Condensed Board Summary Report - None
- C. Budget Transfers – \$ 28,984.42
- D. Middle School Activity Report – None
- E. High School Activity Report – None

Recommendations for Approval

Treasurer's Report

1. Approve the above Treasurer's Report.

Recommendation: To approve all motions and recommendations listed in the Treasurer's Report.

XIII. AGENDA ITEMS

A. Education

Items/Projects for Discussion

- A. Academic & Personnel Committee Summary – June 5, 2024

First Reading – Policies 249, 249 AR1, 252, 252 AR1 *

1. Approve the first reading of the following policies:

Policy 249 – Bullying/Cyberbullying

Policy 252 – Dating Violence

Policy 249 & 252 AR1 – Discrimination/Sexual Harassment /Bullying/
Hazing/Dating Violence/Retaliation Report Form

First Reading – Policy 409

2. Approve the first reading of the following policy:

Policy 236.1 - Threat Assessment

Second and Final Reading – Policies 707, 707 AR1, 707 AR2, and 915

3. Approve the second and final reading of the following policies:

707 – Use of School Facilities

707 AR1 – Use of Facilities - Rules and Regulations

707 AR2 – Use of Facilities – Fee Sheet

915 – School Affiliated Organizations

Recommendation: To approve all motions and recommendations as listed above in Education

B. Personnel**Items/Projects for Discussion**

- A. None

Recommendations for Approval**Home/School Visitor**

1. Approve Glenn Brown as the Home/School Visitor for the 2024-2025 school year at an hourly wage of \$25.00, with no benefits.

Cafeteria Crew Manager

2. Approve Helen Ziegler as cafeteria crew manager, effective immediately, with a salary of \$25.34 per hour and benefits per the current Food Service Personnel Compensation & Benefits Plan. Ms. Ziegler is replacing Paula Miller, who recently resigned.

Summer Technology Assistants

3. Approve Kristen Schlotter and Meredith Lesney as Summer Technology Assistants. Their schedule will be on an as-needed basis but not to exceed a total of 100 hours during the summer. Salary is \$15 per hour.

General Kitchen Help

4. Approve Ingrid Hill, Kathleen Curry, and Betty Gerhard as part-time General Kitchen Help, effective the beginning of the 2024-25 school year, at an hourly rate of \$15.00, with benefits per the current Food Service Compensation & Benefits Plan, pending completion of employment paperwork.

Maternity Leave

5. Approve a maternity leave for Jessica Johnston, beginning approximately October 16, 2024. She plans on returning to her teaching duties on January 21, 2025.

Federal Program Coordinator

6. Approve Dr. Lensi Nikolov as the District's Federal Program Coordinator for the 2023-2024 school year with a stipend of \$9,500.00.

Recommendation: To approve all motions and recommendations as listed above in Personnel.

C. Facilities

Items/Projects for Discussion

- A. None

Surplus/Obsolete

1. Approve the attached list of Surplus/Obsolete items.

Recommendation: To approve

D. Finance**Items/Projects for Discussion**

- A. None

2023-2024 Budget Timeline for the 2024-2025 School Year

June 10, 2024 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2024-2025 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2024 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2024-2025 final budget.

Northampton Community College Alternate Method of Billing*

1. Approve the alternate method of billing for the Northampton Community College for the fiscal year July 1, 2024 to June 30, 2025.

SJ Thomas Company

2. Approve a contract with S. J. Thomas Company, Inc. in the amount of \$55,089.43 to install an outdoor stadium projection scoreboard, including excavation and electrical work. The contract is pending review and approval of the solicitor.

Resolution for Public School Facility Improvement Grant

3. Approve the attached Resolution for a Public School Facility Improvement Grant.

Lobar Associates Construction

4. Approve a contract with Lobar Associates Construction in the amount of \$91,525.63 to install an outdoor stadium projection scoreboard, which includes excavation and creating the scoreboard structure. The contract is pending review and approval of the solicitor.

Recommendation: To approve all motions and recommendations as listed above in Finance.

E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte*
- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*

F. Northampton Community College – *Susan Baxter*

(Meetings are on the first Thursday of every month)

G. Bethlehem Area Vo-Tech School – *Vivian Demko & Cedric Dettmar*

(Meetings are on the first Tuesday of every month)

H. Colonial Intermediate Unit – *Dr. Shamim Pakzad*

(Meetings are on the fourth Wednesday of every month)

I. PSBA Representative – *Donald Carpenter*

J. New Business

K. Old Business

XIV. Citizens' Inquiries and Comments – *Visitors should state their name and address.*

XV. Announcements

Future Meetings ~

June 25, 2024 – 7 pm – Business Meeting – High School Audion

July 9, 2024 – 7 pm – Business Meeting – High School Audion

XVI. Motion to Adjourn Meeting

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, age, sex, or handicap.

The Business Meeting of the Board of Directors of the Saucon Valley School District was held on Tuesday, May 28, 2024, in the High School Audion. Present were Directors William Broun, Donald Carpenter, John Conte, Vivian Demko, Cedric Dettmar, Dr. Laurel Erickson-Parsons, Tracy Magnotta (online), Dr. Shamim Pakzad, and Jay Santos. Judith Riegel, Board Secretary; Mark Fitzgerald, District Solicitor; and Jaime Vlasaty, Superintendent.

- I. **Call to the Order** – 7:01 pm - *Dr. Shamim Pakzad, President, presiding*
- II. **Pledge of Allegiance**
- III. **Recording of Attendance** – *Judith Riegel, Board Secretary*
9-present, 0-absent
- IV. **Motion to Approve Agenda** – Director Conte, seconded by Director Carpenter, moved to approve the Agenda. Vote:9-yes, 0-no
- V. **Announcement of Executive Session** – Personnel & Legal Issues
- VI. **Approval of Minutes** – Director Dettmar, seconded by Director Conte, moved to approve the minutes of May 14, 2024. Vote: 9-yes, 0-no
- VII. **Recognition** – None
- VIII. **Presentation** – Dr. Lensi Nikolov, Middle School Math Program
- IX. **Superintendent's Report** – *Jaime Vlasaty, Superintendent*
Superintendent Vlasaty reported that the District will start summer hours on June 11th and that there will be school counselors available all summer.
- X. **Courtesy of the Floor to Visitors – Agenda Items Only**
K. Nepomuceno – Commented on Policy 218.1
M. Reid – Commented on Policy 218.1
- XI. **Presentation of Bills** – *David Bonenberger*
 - A. General Expenditures – \$373,230.38
 - B. Cafeteria Expenditures – \$19,009.95
 - C. Health Benefits – \$234,658.21
 - D. Capital Projects – None
 1. Approve the above Presentation of Bills.
Director Conte, seconded by Director Campbell, moved to approve the Presentation of the Bills. Vote: 9-yes, 0-no
- XII. **Treasurer's Report** – *Donald Carpenter/David Bonenberger*
 - A. Cash Investment and Bond Activity
 - B. Condensed Board Summary Report
 - C. Budget Transfers – \$11,532.00
 - D. Middle School Activity Report – None
 - E. High School Activity Report – None

- 1. Approve the above Treasurer’s Report.

Director Dettmar, seconded by Director Conte, moved to approve the Treasurer's Report. Vote: 9-yes, 0-no

XIII. AGENDA ITEMS

A. Education

- A. Academic & Personnel Committee Meeting Summary – 5/15/2024

- 1. Approve the first reading of the following policies:

Policy 204 - Attendance

Policy 218.1 - Weapons

Policy 913 - Non-School Organizations/Groups/Individuals

Public Comment

M. Reid – Commented that things need to be added to the Weapons policy, especially for Elementary school students; they should not be punished so harshly. Asking for what the standards are for discipline.

Director Dettmar, seconded by Director Conte, moved to approve Education Item #1. Vote: 9-yes, 0-no

- 2. Approve the adoption of Reveal as the Middle School Core Math Program and Number World as the Intervention Program.

Director Dettmar, seconded by Director Carpenter, moved to approve Education Item #2 for a 5-year contract at \$104,210.71, \$130/student. Vote: 9-yes, 0-no

B. Personnel

- 1. Approve the resignation of Megan Filchner, middle school administrative assistant; her last day will be June 7, 2024.

Director Santos, seconded by Director Conte moved to approve Personnel Item #1. Vote: 9-yes, 0-no

- 2. Approve the following individuals for Summer IEP writing at \$45/hour:

Megan Bath

Jenn Domcheck

Dave Michalyira

Sara Fritz

Jessica Schmidt

Jessica Johnston

Tammy Miller

- 3. Approve the following Winter Athletic Head Coaches for the 2024-2025 school year:

Basketball-Boys

Brett Snyder

\$8,300.00

Basketball-MS-Boys

Mike Snyder

\$3,000.00

Basketball-Girls

Mike Petruny

\$7,500.00

Basketball-MS-Girls	Richard Glover	\$3,000.00
Wrestling-Varsity	Chad Shirk	\$8,000.00
Swimming – Boys/Girls	Sean Fenoff	\$6,000.00
Indoor Track	Robert Davis	\$1,000.00

Director Dettmar, seconded by Director Erickson-Parsons, moved to approve Personnel Items #2-3. Vote: 9-yes, 0-no

C. Facilities

1. Approve waiving all required School District personnel fees associated with Saucon Valley Youth Football Facility Rental for the November 2024 Youth League “Super Bowl”.

Director Santos, seconded by Director Erickson-Parsons, moved to approve Facilities Item #1. Vote: 9-yes, 0-no

D. Finance

2023-2024 Budget Timeline for the 2024-2025 School Year

May 31, 2024 - *District Deadline* to adopt the 2024-2025 proposed final budget and upload the signed Certification of Use of PDE-2028 into the Consolidated Financial Reporting System application.

June 10, 2024 (20 days prior to final budget adoption deadline) – *District Deadline* to make the 2024-2025 Proposed Final Budget available for public inspection on PDE-2028.

June 20, 2024 (10 days prior to final budget adoption deadline) – *District Deadline* to offer public notice of its intent to adopt the 2024-2025 final budget.

1. Approve the attached placement agreement with Melmark, Inc. for student # 6986867298 for the 2024-2025 school year.
2. Approve the staffing agreement with GHR Education from July 1, 2024 – June 30, 2024.
3. Approve the contract with Illuminated Integration for a sound system for the digital scoreboard. The total amount is \$47,392.82.

Director Conte, seconded by Director Erickson-Parsons, moved to approve Finance Items #1-3. Vote: 9-yes, 0-no

E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* – No Report

Director Magnotta left the meeting.

- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta*

F. Northampton Community College – *Susan Baxter* – No Report

G. Bethlehem Area Vo-Tech School – Vivian Demko & Cedric Dettmar - No report

H. Colonial Intermediate Unit – Dr. Shamim Pakzad – Graduation 5/17 & Family Fun Day is 5/30.

- 1. Approve the candidates for the Colonial Intermediate Unit 20 Board of School Directors, with a term of July 1, 2024-June 30, 2027, per board ballots.

Director Dettmar, seconded by Director Conte, moved to approve the CIU20 Board ballots. Vote 8-yes, 0-no, 1-absent (Magnotta)

I. PSBA Representative – Donald Carpenter

Director Pakzad nominated Donald Carpenter and Vivian Demko as delegates to the 2024 PSBA Delegate Assembly on November 2, 2024. Vote:8-yes, 0-no, 1-absent (Magnotta)

J. New Business - None

K. Old Business - None

XIV. Citizens’ Inquiries and Comments –

K. Nepomuceno – Commented on the offer her family received. She withdrew her child instead of taking a chance with a hearing and possible expulsion. She felt she had no option.

A. Kichline – Thanked the Board for approving the waiver of facilities fees. She would also like to see a way for Scouts to be able to send information electronically through the District..

M. Reid – Asked what is the best forum to have a discussion with the Board.

XV. Announcements

Future Meetings ~

June 11, 2024 – 7 pm – Business Meeting – High School Audion

June 25, 2024 – 7 pm – Business Meeting – High School Audion

XVI. Motion to Adjourn Meeting

Director Conte, seconded by Director Dettmar, moved to adjourn.

Vote: 8-yes, 0-no, 1-absent (Magnotta)

Time: 10:35

ATTEST _____

Secretary

President

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		AHOLD FINANCIAL SERVICES	10/3/2023 - FCS Blanket PO Giant Food Stores		359.76
		BERKS COUNTY INTERMEDIATE UNIT	PROFESSIONAL EDU SVC IU 5-12		480.00
		BOYKO'S PETROLEUM SERVICE INC.	REPAIRS & MAINT EQUIP		133.00
		CCIU- CHESTER COUNTY IU	SPEC ED - OTHER PROF SERVICE		7,230.60
		CREST/GOOD MFG. CO	SUPPLIES - PLANT OPERATIONS		1,335.82
		CURTIS POWER SOLUTIONS LLC	Repair/Maintenance Equipment	REPAIRS & MAINTENANCE	2,892.74
		CUSTOM BUS AND TRUCK PANELS	SUPPLIES - TRANSPORTATION		423.17
		DEGLER-WHITING INC.	Repair/Maintenance Equipment		1,900.00
		DUNMORE ROOFING & SUPPLY CO. INC	Repair/Maintenance		6,164.00
		F.W. WEBB COMPANY	Supplies		504.97
		HEMPFIELD SCHOOL DISTRICT	TUITION-OTHER LEAs 9-12		5,365.00
		HERFF JONES LLC	SUPPLIES - PRINCIPAL 9-12		82.27
		HOME DEPOT CREDIT SERVICES	SUPPLIES - ARTS AND THEATRE		503.94
		LIFESTANCE HEALTH PENNSYLVANIA	SPEC ED - OTHR PROF SVC - HS - COMP ED		225.00
		LOGAN KIRIPOSKI INC.	RENTAL OF EQUIPMENT	LEASE COPY MACHINE TRANSP	1,175.00
		MACMILLAN OIL CO.OF ALLENTOWN	SUPPLIES - TRANSPORTATION		885.60
		MAIN LINE COMMERCIAL POOLS INC	Repair/Maintenance Equipment		661.02
		OVERHEAD DOOR CO. OF ALLENTOWN	REPAIRS & MAINTENANCE		443.00
		PENNSYLVANIA ASSOC. OF SCHOOL BUSINESS OFFICIALS	STAFF DEVELP SVC - TRAINING		80.00

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		PONDELEK'S	SUPPLIES - PRINCIPAL 9-12		570.00
		SALISBURY TOWNSHIP SCHOOL DIST	TUITION-OTHER LEAs 5-8		3,530.40
		SBH AWARDS	Senior Award Plaques		1,540.00
		SERVICE TIRE TRUCK CENTERS	SUPPLIES - TRANSPORTATION		1,116.80
		THE MORNING CALL	BOOKS & PERIODICALS LIBR 9-12		71.50
		TUMEY TIMING & DATA INC.	ATHLETICS DUES TRACK BOYS VAR	ATHLETICS DUES TRACK GIRLS VAR	1,700.00
		UNITED PARCEL SERVICE	SUPPLIES - ARTS AND THEATRE		32.80
		VERIZON WIRELESS	TELEPHONE	COMMUNICATION - ATHLETICS	1,568.74
10 - GENERAL FUND					40,975.13
Grand Total All Funds					40,975.13
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					40,975.13
Grand Total Virtual Payments					0.00
Grand Total All Payments					40,975.13

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ALL PHASE ELECTRIC SUPPLY	SUPPLIES - PLANT OPERATIONS		2,327.62 <i>D</i>
		AMANDA BETZ	TUITION REIMB REGULAR K-4		1,647.00 <i>D</i>
		AMAZON CAPITAL SERVICES	Supplies settlement	SUPPLIES - PLANT OPERATIONS	1,120.84 <i>D</i>
		AMERICHEM	SUPPLIES - PLANT OPERATIONS		2,795.18 <i>D</i>
		AMY BRAXMEIER	SUPPLIES - PRINCIPAL K-4		35.25 <i>D</i>
		ASCENDANCE TRUCKS PENNSYLVANIA LLC	SUPPLIES - TRANSPORTATION		1,585.87 <i>D</i>
		BACKUPIFY	TECHNOLOGY ADMIN LIC & FEES		400.50 <i>D</i>
		BAVTS	VO-TECH TUITION 9-12		80,252.00 <i>D</i>
		BAYADA HOME HEALTH CARE	PURCH PROF & TECH SVCS		2,957.50 <i>D</i>
		BUXMONT ACADEMY	SPEC ED NON-PUBLIC TUITION		8,421.00 <i>D</i>
		CINTAS CORPORATION-#101	ADD FUNDS TO PO 24-084		44.96 <i>D</i>
		COLONIAL INTERMEDIATE UNIT #20	PRINTING & BINDING - FINE ARTS - HS	SPECIAL ED IU CONTRACTED SVCS	1,208.04 <i>D</i>
		CRITICAL RESPONSE PROTECTION GROUP LLC	SECURITY SERVICES - DISTRICT		5,620.03 <i>D</i>
		DEBORAH KIMBALL	SUPPLIES - CONSUMER ED 9-12		198.27 <i>D</i>
		DONOVAN GROUP II	OTHER PROF SERV - SUP OFC		3,750.00 <i>D</i>
		EAS WATER COFFEE PAPER	MAINT SUPPLIES - HS	MAINT SUPPLIES - ELEM	431.12 <i>D</i>
		EVERDRIVEN TECHNOLOGIES LLC	Transportation Cont Carriers		10,368.89 <i>D</i>
		FOLLETT CONTENT SOLUTIONS LLC	Library Books		31.70 <i>D</i>
		GENERAL HEALTHCARE RESOURCES LLC	L SUPPORT OTHER PROF SERVICES	SPEC ED - OTHER PROF SERVICE	6,795.28 <i>D</i>
		GLENN R. BROWN	ATTEND-OTHER PROF SERV		89.07 <i>D</i>

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		HILLENDALE ASSOCIATES, INC.	HEALTH INSURANCE EXPENSE PAYAB		1,260.00 <i>D</i>
		INTEGRITEC INC.	Repair/Maintenance Equipment		465.00 <i>D</i>
		JOHNSTONE SUPPLY	Supplies		395.87 <i>D</i>
		KEITHS LOCK & DOOR SERVICE	Supplies	SUPPLIES - PLANT OPERATIONS	1,313.00 <i>D</i>
		LARA McCARTHY	INSTR PRG OUTSIDE - OTR PROF SVC - MS - COMP		300.00 <i>D</i>
		LARRY & ANTHONY FERRARO	Faculty Keepsake Regalia/2024		319.51 <i>D</i>
		LIBERTY MUTUAL INSURANCE	CLAIMS JUDGMENT & PENALTIES		6,503.70 <i>D</i>
		LINDE GAS & EQUIPMENT INC.	Supplies		108.90 <i>D</i>
		LISA MICHELLE BASARA	TRANSP - CONTRACT CARRIERS - COMP ED		3,800.00 <i>D</i>
		MICROBAC LABORATORIES INC.	Repair/Maintenance Equipment		249.48 <i>D</i>
		MUSIC & ARTS	Blanket P.O. Instrument repairs for Band		1,036.51 <i>D</i>
		MUSIC & ARTS	7/10/2023 - Blanket PO, Supplies 5/6 Band	7/10/2023 - Blanket PO for School Instrument Repair	703.36 <i>D</i>
		NORTH EAST PARTS GROUP LLC.	Supplies	SUPPLIES - TRANSPORTATION	817.39 <i>D</i>
		NORTHEAST JANITORIAL SUPPLY	SUPPLIES - PLANT OPERATIONS		2,071.22 <i>D</i>
		PARTS TOWN, LLC	SUPPLIES - PLANT OPERATIONS		255.52 <i>D</i>
		PEDIATRIC THERAPEUTIC SERVICES INC.	PROF SVCS		50,213.74 <i>D</i>
		PENNSYLVANIA VIRTUAL CHARTER	SPEC ED TUITION CHARTER SCHOOL	TUITION - CHARTER SCHOOLS	6,042.90 <i>D</i>
		PP & L ELECTRIC UTILITIES	ELECTRIC - PLANT OPERATIONS		38,209.08 <i>D</i>
		PRINTFORCE LLC.	PRINTING & BINDING PRINC 9-12		1,690.00 <i>D</i>
		PTS PROVIDERS, INC.	PLANT OP COMMUNICATIONS - MS	PLANT OP COMMUNICATIONS - HS	297.00 <i>D</i>

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Categories: Direct Deposits
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		RACEWAY CHEVROLET	SUPPLIES - TRANSPORTATION		34.16 <i>D</i>
		RIVERSIDE INSIGHTS	SOFT & LIC GIFTED SUPPLIES K-4		1,318.40 <i>D</i>
		Roberts Oxygen Co. Inc	SUPPLIES - PLANT OPERATIONS		269.32 <i>D</i>
		SCENARIO LEARNING LLC	TECHNOLOGY ADMIN LIC & FEES		2,100.00 <i>D</i>
		STEM LAWN CARE	Lawn Maintenance	LAWN CARE SVCS	8,000.00 <i>D</i>
		SYSCO OF CENTRAL PA	SUPPLIES - CONSUMER ED 5-8		77.55 <i>D</i>
		THE STEPPING STONES GROUP LLC	LEARN SUPPT - PROF SVC - PCCD - MS - MTHL		5,530.00 <i>D</i>
		UGI CORP	NATURAL GAS - PLANT OPERATIONS		77.43 <i>D</i>
		UHS OF PENNSYLVANIA INC.	PROF ED SERV - OTHER ED AGENCY		1,500.00 <i>D</i>
		ZOOM VIDEO COMMUNICATIONS INC.	TECHNOLOGY ADMIN LIC & FEES		159.52 <i>D</i>
10 - GENERAL FUND					265,198.68
Grand Total All Funds					265,198.68
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					265,198.68
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					0.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					265,198.68

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK Payment Dates: 06/12/2024 - 06/12/2024

Payment Numbers: 0000001130 - 0000001135

Payment Categories: Regular Checks

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		Beverly Hendricks	DUE TO/FROM CAFETERIA FUND		32.16
		GOLD STAR FOODS, INC.	DUE TO/FROM CAFETERIA FUND		8.50
		POCONO MOUNTAIN DAIRIES	DUE TO/FROM CAFETERIA FUND		3,282.33
		ROCKLAND BAKERY INC.	DUE TO/FROM CAFETERIA FUND		93.60
		SINGER EQUIPMENT COMPANY	DUE TO/FROM CAFETERIA FUND		272.80
		SYSCO OF CENTRAL PA	DUE TO/FROM CAFETERIA FUND		3,527.37
10 - GENERAL FUND					7,216.76
Grand Total All Funds					7,216.76
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					7,216.76
Grand Total Virtual Payments					0.00
Grand Total All Payments					7,216.76

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

**SAUCON VALLEY SCHOOL DISTRICT
BUSINESS OFFICE**

BUDGETARY TRANSFER FORM
2023-2024

Date: June 11, 2024

		TRANSFER AMOUNT		ACCOUNT TITLE	REASON FOR TRANSFER	
ACCOUNT #		IN	OUT			
1	TO	10-2690-411-000-00-000-000-0000	24,212.37		DISPOSAL SVCS	BALANCE ACCOUNT
	FROM	10-2690-752-000-00-000-000-0000		24,212.37	EQUIPMENT-NEW PLANT OPER	TRANSFER OF FUNDS
2	TO	10-2690-650-000-00-000-000-0000	1,000.00		SOFT & LICENSE - OPERATIONS	BALANCE ACCOUNT
	FROM	10-2690-610-000-00-000-000-0000		1,000.00	SUPPLIES - PLANT OPERATIONS	TRANSFER OF FUNDS
3	TO	10-1110-430-000-10-000-000-0000	137.00		REPAIRS & MAINT EQUIP ELEM	BALANCE ACCOUNT
	FROM	10-1110-519-000-10-000-000-0000		137.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS
4	TO	10-1110-640-000-10-000-153-000-0000	14.00		BOOKS & PERIODICALS ELEM ESL	BALANCE ACCOUNT
	FROM	10-1110-519-000-10-000-000-0000		14.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS
5	TO	10-1110-810-000-10-000-000-0000	355.00		DUES & FEES REGULAR K-4	BALANCE ACCOUNT
	FROM	10-1110-519-000-10-000-000-0000		355.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS
6	TO	10-2271-580-000-10-000-000-0000	25.00		TRAVEL - CONF/SEM STAFF DEV	BALANCE ACCOUNT
	FROM	10-1110-519-000-10-000-000-0000		25.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS

**SAUCON VALLEY SCHOOL DISTRICT
BUSINESS OFFICE**

BUDGETARY TRANSFER FORM
2023-2024

Date: June 11, 2024

		TRANSFER AMOUNT			
		IN	OUT	ACCOUNT TITLE	REASON FOR TRANSFER
ACCOUNT #					
7 TO	10-2380-360-000-10-000-000-000-0000	540.00		EMP TRN & DEV - PRINC OFC K-4	BALANCE ACCOUNT
FROM	10-1110-519-000-10-000-000-000-0000		540.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS
8 TO	10-2380-810-000-10-000-000-000-0000	20.00		DUES & FEES PRIN OFF K-4	BALANCE ACCOUNT
FROM	10-1110-519-000-10-000-000-000-0000		20.00	STUDENT TRANS SVCS K-4	TRANSFER OF FUNDS
9 TO	10-3200-449-000-10-000-124-000-0000	2,017.00		OTHER RENTALS - FINE ARTS ELEM	BALANCE ACCOUNT
FROM	10-3200-610-000-10-000-124-000-0000		2,017.00	SUPPLIES - ARTS AND THEATRE	TRANSFER OF FUNDS
10 TO	10-2380-550-000-30-000-000-000-0000	664.05		PRINTING & BINDING PRINC 9-12	BALANCE ACCOUNT
FROM	10-2380-610-000-30-000-000-000-0000		664.05	SUPPLIES - PRINCIPAL 9-12	TRANSFER OF FUNDS

Total Transfer: \$ 28,984.42

Academic and Personnel Committee – June 5, 2024

The Academic and Personnel Committee of the Saucon Valley School Board met on June 5, 2024, in the District Office Conference Room.

The following items were on the agenda as Discussion:

Business, Computers, and Information Technology
Family and Consumer Science
K-4 Library

The following items were on the agenda for Discussion & Action:

Policy 236.1 – Threat Assessment
Policy 249 – Bullying/Cyberbullying
Policy 249 AR1 – Discrimination/Sexual Harassment/Bullying/Hazing/Dating
Violence/Retaliation Report Form
Policy 252 – Dating Violence
Policy 252 AR-1 - Discrimination/Sexual Harassment/Bullying/Hazing/Dating
Violence/Retaliation Report Form

The committee recommended sending the following items to the Board for first reading:

Policy 249 – Bullying/Cyberbullying
Policy 249 AR1 – Discrimination/Sexual Harassment/Bullying/Hazing/Dating
Violence/Retaliation Report Form
Policy 252 – Dating Violence
Policy 252 AR-1 - Discrimination/Sexual Harassment/Bullying/Hazing/Dating
Violence/Retaliation Report Form

Saucon Valley School District

Policy

Title – 249 Bullying/Cyberbullying

Section – Pupils

Adopted – October 10, 2006

Revised – January 12, 2021

Content

PURPOSE

The Board is committed to provide a safe, positive learning climate for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

DEFINITIONS

Bullying means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students that is severe, persistent, or pervasive and has the effect of doing any of the following: [\[1\]](#)

1. Substantially ~~interference~~ interfering with a student's education
2. ~~Creation~~ Creating a threatening environment in the school, ~~or,~~
3. Substantially ~~disruption~~ disrupting the orderly operation of the school

~~Bullying may occur in the school setting or out of the school setting.~~

Bullying, as defined in this policy, includes cyberbullying. [Bullying that does not occur in a school setting but otherwise fits the definition above may fall under this policy if](#)

[the effect of the bullying has an impact on the students in the school setting.\[24 P.S. 13-1303.1-A\]](#)

Bullying may occur in the school setting or out of the school setting.

[Cyberbullying means willful harm inflicted through the use of computers, cell phones, and other electronic devices, including, but not limited to, the use of generative artificial intelligence.](#)

School setting means

1. In the school;
2. On school grounds;
3. In school vehicles;
4. At a designated bus stop;
5. At any activity sponsored, supervised, or sanctioned by the school^[1]
6. On the internet, including, but not limited to, messaging, texting, emailing, posting on social media, when the district's hardware or network ~~are used to access the internet for such activity, or when the posting is done on a school-sponsored~~ is used to access the internet for such activity, or when the posting is done on a school-sponsored website or social media account.

Out of the school setting means at any place not identified in "school setting" above. Examples include, but are not limited to, ~~at~~ private residences, commercial establishments, or non-school public places, or on the internet or electronically when the district's hardware, network, or school-sponsored websites or social media accounts are not used.

[Examples of Bbullying situations may](#) include, but are not limited to, physical intimidation or assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks, gestures, or actions; cruel rumors; false accusations; social isolation; or a situation that creates an imbalance of power in a relationship.

AUTHORITY

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to report such incidents to the building principal or designee promptly.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally, and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of violating this policy.

The Board directs that complaints of bullying shall be investigated promptly, and corrective or preventative action shall be taken when allegations are verified.

The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct that may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community, or others, district staff shall report the student to the threat assessment team, per the applicable law and Board policy.[2][3]

Confidentiality

-Confidentiality of all parties, witnesses, the filing of the complaint, and the investigation shall be handled in accordance with applicable law, regulations, this policy and shall be maintained, ~~and~~ consistent with the school district's legal and investigative obligations.

Retaliation

The Board prohibits ~~No~~ reprisals or retaliation related to good faith reporting of bullying or participation in an investigation shall occur as a result of good faith charges of bullying or participation in an investigation into allegations of bullying.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer/Title IX Coordinator. If, ~~in the course of a bullying investigation, potential issues of discrimination are identified, the Compliance Officer/Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of~~

~~alleged discrimination as well as potential issues of discrimination are identified during a bullying investigation, the Compliance Officer/Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination and~~ the incidents of alleged bullying. [4][5]

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall:

1. ~~D~~develop administrative regulations to implement this policy.;
2. ~~E~~nsure that this policy and administrative regulations are reviewed annually with students; [1] ~~and~~
3. ~~In cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.~~[1]
2.
- 3.4. ~~S~~submit a copy of this policy, reports of bullying incidents, and information on the development and implementation of any bullying prevention, intervention, or education programs with the district's annual Safe Schools Report. [1]

Sec. 1303.1-A

Each staff member shall be responsible ~~to maintain~~for maintaining an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene ~~--~~unless intervention ~~would be a threat to~~threatens staff members' safety. If a staff member believes that ~~his/her~~ their intervention has not resolved the matter, or if the bullying persists, ~~she~~ the staff shall report the bullying to the school principal for further investigation. This investigation may include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation.

Each student shall be responsible ~~to respect the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure~~for respecting the rights of his/her fellow students, ensuring their rights, and ensuring an atmosphere free from all forms of bullying.

The Board expects students and parents/guardians who become aware of an act of bullying to report it to a school official for further investigation. Any student who retaliates against another person for reporting bullying or participating in an investigation into allegations of bullying may be subject to appropriate disciplinary consequences.

GUIDELINES

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][6][7]

This policy shall be accessible in every classroom. The policy shall be posted in prominent location within each school building and on the district website.[1]

Students shall be informed that they may choose to report bullying complaints to school principals, teachers, counselors, nurses, administrators, and other instructional and non-instructional staff. A district staff member who receives a complaint of bullying shall notify the building principal within 48 hours.

If the school principal is the subject of a complaint, the student or staff member receiving the complaint shall report the complaint directly to the ~~Assistant Superintendent or the Superintendent~~ or designee.

When a student believes that ~~s/he is~~ they are being bullied, intimidated, or in physical danger, the student should immediately inform the bully that ~~his/her~~ their behavior is unwelcome, offensive, or inappropriate, to the extent possible. The student shall also follow the established complaint procedure.

Complaint Procedure

1. A student shall report a complaint of bullying to the school principal or a school district employee, who shall inform the student of ~~his/her~~ their rights and of the complaint process.

2. The school principal or designee shall immediately conduct an impartial, thorough investigation of the alleged bullying behavior, which should include interviewing the individual accused of bullying and the potential victim.

The school principal or designee shall review complaints of bullying for conduct ~~which that~~ may not be proven to be bullying under this policy but merits review and possible action under other Board policies. Since harassment and bullying are closely related ~~types of behavior~~ behaviors, if it is determined that, as per Board Policy 103 or 103.2, the student is being harassed rather than bullied, the investigation and other applicable procedures should proceed within the framework of Board Policy 103 or 103.2, as appropriate.

3. The school principal or designee shall summarize the investigation ~~as per school procedures, recommending according to school procedures and recommend the~~ disposition of the complaint.
4. If the investigation results in a substantiated charge of bullying, the school district shall take prompt corrective action and impose disciplinary action according to the Code of Conduct and applicable Board policies to ensure the bullying ceases and will not recur. ~~[1][6][11]~~ Such action may include guidance counseling; ~~counseling/therapy outside of school;~~ change of seating, change of class or schedule; other method for separation of the bully and victim; parental conference; detention; suspension; expulsion; involuntary transfer to another school, class, or bus operated by the school district; ~~loss of school privileges; exclusion from school-sponsored activities; referral to law enforcement~~ or ~~[HJJ1]~~ other appropriate forms of disciplinary consequence.

Depending on the severity of the incident, the school principal may also take appropriate steps to ensure student safety. These may include implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement if appropriate; and developing a supervision plan with the parents/guardians.

If it is concluded that a student has made false accusations, such student shall be subject to disciplinary action, consistent with the school Code of Conduct.

Appeal Procedure

If the complainant or accused is not satisfied with the school principal's decision, ~~s/he~~ they may file a written appeal to the ~~Assistant Superintendent~~ Superintendent or designee.

Education

The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting ~~incidents of bullying~~ bullying incidents. ~~[1][8][9][10]~~

References:

1. -24 P.S. 1303.1-A
2. 24P.S. 1302-E
3. Pol. 236.1
4. Pol. 103
5. Pol 103.1
6. Pol. 218
7. 22 PA Code 12.3
8. 820 U.S.C 7118
9. 24 P.S. 1302-A
10. Pol. 236
11. Pol. 233
- Pol. 113.1

Section 200 Pupils

Title Dating Violence

Code 252 Vol VII 2020

Status Active

Purpose

The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

Definitions

Dating partner shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.[1]

Dating violence shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.[1]

Authority

The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.[2]

Title IX Sexual Harassment and Other Discrimination

Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.[3][4]

Discipline of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this district for sexual assault against another student enrolled in this district, the district shall comply with the disciplinary requirements established by state law and Board policy.[5][6]

Guidelines

Complaint Procedure

When a student believes that they have been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the

-
{ } building principal.

-
{ } guidance counselor or.

-
{ } classroom teacher.

The building principal shall conduct a timely, impartial, and comprehensive investigation of the alleged dating violence.

The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. The complainant and the accused shall be informed of the outcome of the investigation.[1]

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.[1][2]

The district shall document the corrective action taken and, where not prohibited by law, inform the complainant.

This policy on dating violence shall be:[1]

1. Published in the Code of Student Conduct.
2. Published in the Student Handbook.
3. Made available on the district's website, if available.
4. Provided to parents/guardians.

Dating Violence Training

The district may provide dating violence training to guidance counselors, nurses, and mental health staff at the high school as deemed necessary. At the discretion of the Superintendent or designee, parents/guardians and other staff may also receive training on dating violence.[1]

Dating Violence Education

The district may incorporate age-appropriate dating violence education into the annual health curriculum framework for students in grades nine through twelve. The district shall consult with at least one (1) local domestic violence program or rape crisis program when developing the educational program.[\[1\]\[7\]](#)

A parent/guardian of a student under the age of eighteen (18) shall be permitted to examine the instructional materials for the dating violence education program.[\[1\]\[8\]](#)

At the request of the parent/guardian, the student may be excused from all or part of the dating violence education program.[\[1\]\[9\]](#)

Legal References

1. 24 P.S. 1553

2. Pol. 218

3. Pol. 103

4. Pol. 103.1

5. Pol. 218.3

6. 24 P.S. 1318.1

7. 71 P.S. 611.13

8. Pol. 105.1

9. Pol. 105.2

22 PA Code 12.12

20 U.S.C. 1232g

**DISCRIMINATION/SEXUAL HARASSMENT/BULLYING/
HAZING/DATING VIOLENCE/RETALIATION
REPORT FORM**

The Board declares it to be the policy of this district to provide a safe, positive learning and working environment that is free from bullying, hazing, dating violence, sexual harassment and other discrimination, and retaliation. If you have experienced, or if you have knowledge of, any such actions, we encourage you to complete this form. The Title IX Coordinator will be happy to support you by answering any questions about the report form, reviewing the report form for completion and assisting as necessary with completion of the report. The Title IX Coordinator's contact information is:

Position: _____

Address: _____

Email: _____

Phone Number: _____

Retaliation Prohibited

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against you for filing this report. Please contact the Title IX Coordinator immediately if you believe retaliation has occurred.

Confidentiality

Confidentiality of all parties, witnesses, the allegations and the filing of a report shall be handled in accordance with applicable law, regulations, Board policy, procedures, and the district's legal and investigative obligations. The school will take all reasonable steps to investigate and respond to the report, consistent with a request for confidentiality as long as doing so does not preclude the school from responding effectively to the report. If you have any questions regarding how the information contained in this report may be used, please discuss them with the Title IX Coordinator prior to filing the report. Once this report is filed, the district has an obligation to investigate the information provided.

***Note:** For purposes of Title IX sexual harassment, this Report Form serves initially as an informal report, not a formal complaint of Sexual Harassment under Title IX.*

I. Information About the Person Making This Report:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

I am a:

Student Parent/Guardian Employee Volunteer Visitor

Other _____ (please explain relationship to the district)

If you are not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: Your Child Another Student A District Employee

Other: _____ (please explain relationship to the alleged victim)

II. Information About the Person(s) You Believe is/are Responsible for the Bullying, Hazing, Harassing or Other Discrimination You are Reporting

What is/are the name(s) of the individual(s) you believe is/are responsible for the conduct you are reporting?

Name(s):

The reported individual(s) is/are:

Student(s) Employee(s)

Other _____ (please explain relationship to the district)

III. Description of the Conduct You are Reporting

In your own words, please do your best to describe the conduct you are reporting as clearly as possible. Please attach additional pages if necessary:

When did the reported conduct occur? (Please provide the specific date(s) and time(s) if possible):

Where did the reported conduct take place?

Please provide the name(s) of any person(s) who was/were present, even if for only part of the time.

Please provide the name(s) of any other person(s) that may have knowledge or related information surrounding the reported conduct.

Have you reported this conduct to any other individual prior to giving this report?

Yes No

If yes, who did you tell about it?

If you are the victim of the reported conduct, how has this affected you?

I affirm that the information reported above is true to the best of my knowledge, information and belief.

Signature of Person Making the Report

Date

Received By

Date

FOR OFFICIAL USE ONLY

This section is to be completed by the Title IX Coordinator based on reviewing the report with the complainant or other individual making the report.

The purpose of this form is to assist the Title IX Coordinator in gathering information necessary to properly assess the circumstances surrounding the reported conduct to determine if the allegations fall under the definition of Title IX sexual harassment or if the matter merits review and action under the Code of Student Conduct and/or other Board policies. The Title IX Coordinator shall gather as much information as possible in cases of incomplete or anonymous reports (including those that may be received through the Safe2Say Something program) to assess the report.

Upon receipt of the report, The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures as described in Policy 103 and Attachment 3. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

I. Reporter Information:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

Reporter is a:

Student Parent/Guardian Employee Volunteer Visitor

Other _____ (please explain relationship to the district)

If the reporter is not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: Reporter's Child Another Student Another Employee

Other: _____ (please explain relationship to the alleged victim)

II. Respondent Information

Please state the name(s) of the individual(s) believed to have conducted the reported violation:

Name(s):

The reported respondent(s) is/are:

- Student(s) Employee(s)
- Other _____ (please explain relationship to the district)

III. Level of Report:

- Informal Formal (see additional information below on Title IX formal complaints)

IV. Type of Report:

- Title IX Sexual Harassment Discrimination Retaliation Bullying
- Hazing Dating Violence Other _____

Nature of the Report (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Age |
| <input type="checkbox"/> Color | <input type="checkbox"/> Creed |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Sexual Harassment (Title IX) |
| <input type="checkbox"/> National Origin | <input type="checkbox"/> Ancestry |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> Pregnancy |
| <input type="checkbox"/> Handicap/Disability | <input type="checkbox"/> Bullying |
| <input type="checkbox"/> Hazing | <input type="checkbox"/> Dating Violence |

V. Reported Conduct

Describe the reported conduct below, including specific actions, dates, times, locations and any other details necessary to properly assess the reported incident(s).

How often did the conduct occur?

Is it being repeated? Yes No

Do the circumstances involve a student identified as a student with a disability under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act?

No.

Yes, please identify the student with a disability and contact the Director of Special Education.

Date Director of Special Education was contacted: _____

How has the conduct affected the alleged victim's ability to fully participate in the school's academic, programs, activities or school employment?

What is the alleged victim's relationship with the alleged respondent?

Insert names, descriptions, and/or contact information of individuals believed to have observed the conduct or who otherwise may have knowledge of the conduct and/or related circumstances.

Additional observations or evidence including pictures, texts, emails, video or other information submitted to the Title IX Coordinator.

VI. Safety Concerns

Are there safety concerns that may require Emergency Removal of or Administrative Leave for a respondent? (This requires an individualized safety and risk analysis as to whether there is an immediate threat to the physical health or safety of a student or other individual.)

No.

Yes, please describe:

VII. Other Reports

Has the conduct been reported to the police or any other agency?

No

Yes Date reported: _____ Agency: _____

VIII. Identification of Policies Implicated by Reported Conduct

Check all that apply:

- Policy 103. Discrimination/Title IX Sexual Harassment Affecting Students
- Policy 104. Discrimination/Title IX Sexual Harassment Affecting Staff
- Policy 247. Hazing
- Policy 249. Bullying
- Policy 252. Dating Violence
- Other _____

To meet the definition of Title IX sexual harassment, the conduct must have taken place during a district education program or activity involving a person in the United States. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the sexual harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.

Did the incident occur during a during a school program or activity involving a person in the United States?

Yes

No

To meet the definition of Title IX sexual harassment, the conduct needs to satisfy one or more of the following (please check all that apply):

- A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as quid pro quo sexual harassment.
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
- Sexual assault, dating violence, domestic violence or stalking.

Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:

- Length of relationship.
- Type of relationship.
- Frequency of interaction between the persons involved in the relationship.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Sexual assault means a sexual offense under a state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

Stalking means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:

1. Fear for their safety or the safety of others.
2. Suffer substantial emotional distress.

IX. Recommended Course of Action

After consultation with the complainant and consideration of the reported information, the Title IX Coordinator directs the report to proceed under the provisions of (check all that apply):

No further action at this time. Reason:

Policy 247. Hazing

Policy 249. Bullying

Policy 252. Dating Violence

Other _____

Policy 103 Discrimination/Title IX Sexual Harassment Affecting Students: Attachment 2
Discrimination Complaint Procedures

- Policy 104 Discrimination/Title IX Sexual Harassment Affecting Staff: Attachment 2
Discrimination Complaint Procedures
- Policy 103. Discrimination/Title IX Sexual Harassment Affecting Students: Attachment 3 Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints
- Policy 104. Discrimination/Title IX Sexual Harassment Affecting Staff: Attachment 3 Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints

X. Title IX Information to Complainant

What supportive measures were discussed with the complainant, and what were the complainant's wishes with respect to supportive measures?

Upon designating a course of action under Title IX sexual harassment, the Title IX Coordinator will promptly:

1. Explain to the complainant the process for filing a formal complaint.
2. Inform the complainant of the continued availability of supportive measures with or without the filing of a formal complaint.
3. The Title IX Coordinator shall contact a student complainant's parents/guardians and provide them with information regarding the report and Title IX sexual harassment procedures and grievance process for formal complaints.

If the complainant/reporter, school staff or others with professional knowledge relating to the complainant's health and well-being indicate that notifying the parents/guardians could cause serious harm to the health or well-being of the complainant or other person(s), the Title IX Coordinator will determine, in consultation with such individuals and upon advice of legal counsel, whether to withhold or delay notification of the report from the complainant's parents/guardians.

4. Determine what supportive measures may be offered to the respondent.
5. Determine whether the complainant wishes this report to be treated as a formal complaint.

XI. Title IX Coordinator Signature

I recommend the above course of action based on my consultation with the complainant and the information available at this time.

Title IX Coordinator: _____

Date: _____

XII. Title IX Formal Complaint Action

The Title IX Coordinator shall have the complainant check the appropriate box and sign and date below to indicate whether or not the complainant wishes to have this form serve as a formal complaint pursuant to Title IX.

I would like my report to be treated as a formal complaint pursuant to Title IX.

Yes No

Complainant's Signature: _____

Date: _____

If the complainant does not wish this report to be treated as a formal complaint pursuant to Title IX, the Title IX Coordinator must assess whether actions limited to supportive measures are a sufficient response to alleged behavior, or whether a formal complaint process is necessary to investigate and address the situation adequately. For example, if disciplinary action would be warranted if allegations are true, if the respondent is an employee, or if further investigation is needed to assess the extent of the behavior and impact on others, it may be clearly unreasonable not to initiate the formal complaint process. The Title IX Coordinator may consult with the school solicitor and other district officials in making this decision.

As Title IX Coordinator, I have determined that, notwithstanding the complainant's preference, it is necessary to proceed with the Grievance Process for Formal Complaints for the following reasons:

Therefore, I am signing this form for the purpose of serving as the formal complaint initiating that process:

Title IX Coordinator's Signature: _____

Date: _____

Section

200 Pupils

Title

Threat Assessment

Code

236.1 Vol III 2022

Status

Active

Purpose

The Board is committed to protecting the health, safety and welfare of its students and the school community and providing the resources and support to address identified student needs. The Board adopts this policy to address student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[\[1\]](#)

Authority

The Board directs the Superintendent or designee, in consultation with the School Safety and Security Coordinator, to establish a threat assessment team and develop procedures for assessing and intervening with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[\[1\]](#)

Definitions

Behavioral service providers – includes, but is not limited to, a state, county or local behavioral health service provider, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[\[2\]](#)

Bias – the attitudes or beliefs we have about a person or group that affects our understanding, actions and decisions in a conscious or subconscious manner.[\[3\]](#)

Individualized Management Plan – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team's attention, as well as the resources and supports a student might need based on the information gathered during the assessment.

Threat assessment – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.

Delegation of Responsibility

The Superintendent or designee, in consultation with the School Safety and Security Coordinator, shall appoint [\[1\]](#)

~~[Note: districts should only select one of the appropriate options if the designated team is made up of required personnel under 24 P.S. 1302-E]~~

~~{ } individuals to a district threat assessment team.~~

~~{ } individuals to a threat assessment team at each school building in the district.~~

~~{ } the district's Student Assistance Program team to serve as the threat assessment team.~~

~~{ } the district's Safe2Say Something crisis team to serve as the threat assessment team.~~

~~{ } the district's suicide prevention crisis response/crisis intervention team to serve as the threat assessment team.~~

~~{ } the district's _____ to serve as the threat assessment team.~~
[HJJ1]

The Superintendent or designee shall designate a member of the team as team leader for the threat assessment team.[1]

The threat assessment team shall include the School Safety and Security Coordinator and individuals with expertise in school health; counseling, school psychology or social work; special education and school administration.[1]

~~{ } members of the Student Assistance Program team.[4]~~

~~{ } school security personnel.[5]~~

~~{ } law enforcement agency representatives.~~

~~{ } behavioral health professionals.~~

~~{ } members of the Safe2Say Something crisis team.[6]~~

~~{ } suicide prevention coordinators and/or members of the crisis response/crisis intervention team.[7]~~

~~{ } juvenile probation professionals.~~

~~{ } The Superintendent or designee may assign additional staff members or designated community resources to the threat assessment team for assessment and response support.[HJJ2]~~

The Superintendent or designee shall develop and implement administrative regulations to support the threat assessment process.

Guidelines

Training

The

~~{ } Superintendent or designee~~

~~{ } School Safety and Security Coordinator[HJJ3]~~

shall ensure that threat assessment team members are provided individual and/or group training **annually** on:[1]

1. Responsibilities of threat assessment team members.
2. Process of identifying, reporting, assessing, responding to and intervening with threats.
3. Identifying and avoiding racial, cultural or disability bias.[3][8]
4. Confidentiality requirements under state and federal laws and regulations, and Board policies.[4][6][9][10][11]
5. Student Assistance Program process.[4]
6. Youth suicide awareness, prevention and response.[7]
7. Trauma-informed approach.[12]
8. Safe2Say Something procedures.[6]
9. Multi-tiered systems of support.
10. Positive Behavioral Intervention and Support.
[HJJ4]

Threat assessment team training shall be credited toward professional education requirements and school safety and security training requirements for staff, in accordance with applicable law and Board policy.[1][6][13][14][15][16]

Information for Students, Parents/Guardians and Staff

The district shall **annually** notify students, staff and parents/guardians about the existence and purpose of the threat assessment team through posting information on the district website, publishing in handbooks and through other appropriate methods.[1]

The threat assessment team shall make available age-appropriate informational materials to students regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Informational materials shall be available for review by parents/guardians.[1][7][8][17][18][19]

The threat assessment team shall make available informational materials for school employees regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Information for school employees shall include a list of the staff members who have been appointed to the threat assessment team.[1][7][8][17][19]

The district shall annually provide mandatory training for school staff on identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with law, Board policy and the standards specified by the state's School Safety and Security Committee.[6][15]

Reporting and Identification

The threat assessment team shall document, assess and respond to reports received regarding students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.[\[1\]](#)

The threat assessment team shall assist in assessing and responding to reports that are received through the Safe2Say Something Program identifying students who may be a threat to themselves or others.[\[1\]](#)[\[6\]](#)

The threat assessment team shall assist in assessing and responding to reports of students exhibiting self-harm or suicide risk factors or warning signs, as identified in accordance with applicable law and Board policy.[\[1\]](#)[\[7\]](#)

When the threat assessment team has made a preliminary determination that a student's reported behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others, the team shall immediately take the following steps:[\[1\]](#)

1. Notify the Superintendent or designee and School Safety and Security Coordinator of the reported threat.
2. Notify the building principal of the school the student attends of the reported threat, who shall notify the student's parent/guardian of the reported threat.

When a reported student's behavior indicates that there may be an imminent threat to the safety of the student or others, or an emergency situation, a threat assessment team member shall take immediate action, which may include promptly reporting to the appropriate law enforcement agency and school administration.[\[1\]](#)[\[5\]](#)[\[6\]](#)[\[20\]](#)

Where a threat assessment team member has reasonable cause to suspect that a reported situation indicates that a student may be a victim of child abuse, the member shall make a report of suspected child abuse in accordance with law and Board policy.[\[1\]](#)[\[21\]](#)[\[22\]](#)

Inquiry and Assessment

In investigating, assessing and responding to threat reports, the threat assessment team shall make a determination if the report should be addressed under one or more specific Board policies or administrative regulations, based on the subject matter of the report and the requirements of law, regulations and Board policy, including, but not limited to, reports involving:

1. Discrimination/Title IX Sexual Harassment.[\[8\]](#)[\[17\]](#)
2. Bullying/Cyberbullying.[\[19\]](#)
3. Suicide Awareness, Prevention and Response.[\[7\]](#)
4. Hazing.[\[23\]](#)
5. Dating Violence.[\[24\]](#)

Members of the threat assessment team shall engage in an assessment of the reported student behavior that may indicate a threat, in accordance with training and established procedures. This process may include, but is not limited to:

1. { } Interviewing the student, other students, staff, parents/guardians or others regarding the subject(s) of the reported threat.
2. { } Reviewing existing academic, health and disciplinary records and assignments, as appropriate, regarding the subject(s) of the report.
3. { } Conducting searches of lockers, storage spaces, and other possessions on school property as applicable, in accordance with applicable law, regulations and Board policy.[25]
4. { } Examining outside resources such as social media sites, in coordination with law enforcement, or contacting law enforcement, juvenile probation, or community agencies to request additional information about the subject(s) of the report, in accordance with law, regulations and Board policies.
5. { } Where appropriate, convening the appropriate team to assess and/or address the situation that is the subject of the report, such as the Individualized Education Program (IEP) team, Section 504 Team, Behavior Support team, Student Assistance Program team, or others.[4][26][27][28][29][30] |
[HJJ5]

The threat assessment team shall establish and implement procedures, in accordance with the district's Memorandum of Understanding, to address situations where the investigation of a reported threat shall be transferred to the appropriate law enforcement agency.[5][20]

The threat assessment team may request that the county agency or juvenile probation department consult and cooperate with the team in assessing the student who is the subject of a preliminary determination regarding a threat.[1]

When assessment of a student's behavior determines that it is not a threat to the student, other students, school employees, school facilities, the community or others, the threat assessment team shall document the assessment and may refer the student to other appropriate resources such as a child study team, the Student Assistance Program team, an IEP or Section 504 Team or other district supports and services.

Response and Intervention

The threat assessment team shall develop an Individualized Management Plan for each student identified and assessed as posing a threat to the student, other students, school employees, school facilities, the community or others. The plan should document the team's evaluation of the threat and recommendations for disposition of the threat, including the information gathered during the assessment and recommendations for response and intervention.

Following notification to the student's parent/guardian, the threat assessment team may refer the student to an appropriate program or take action to address the reported situation in accordance with applicable Board policy, which may include, but is not limited to:[1]

1. A referral to the Student Assistance Program.[4]
2. A referral to the appropriate law enforcement agency.[5][6][20]
3. An appropriate evaluation to determine whether the student is a qualified student with a disability in need of a Section 504 Service Agreement or in need of special education services through an Individualized Education Program (IEP), in accordance with applicable law and Board policy.[26][27][30]

4. A referral to the student's IEP Team to review and address the student's IEP and/or Positive Behavior Support Plan. This could include, but is not limited to, a manifestation determination or functional behavioral assessment in accordance with applicable law, regulations and Board policy.[27][28][29][30]
5. A referral to the student's Section 504 Team to review and address the student's Section 504 Service Agreement and/or Positive Behavior Support Plan.[26]
6. With prior parental consent, a referral to a behavioral service provider, health care provider or county agency.[31]
7. Addressing behavior in accordance with applicable discipline policies and the Code of Student Conduct.[32][33][34][35]
8. Ongoing monitoring of the student by the threat assessment team, a child study team, Student Assistance Program team or other appropriate school personnel.
9. Taking steps to address the safety of any potential targets identified by the reported threat.[6][36]

Safe Schools Incident Reporting –

For Safe Schools reporting purposes, the term **incident** means an instance involving an act of violence; the possession of a weapon; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[20][37][38][39]

When a reported threat also meets the definition of an incident under the Safe Schools Act, in accordance with reporting requirements, the Superintendent or designee shall immediately report required incidents, if not previously reported by district staff, and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the Memorandum of Understanding with local law enforcement and Board policies.[20][32][37][38][40][41][42]

The Superintendent or designee shall notify the parent/guardian, if not previously notified by district staff, of any student directly involved in an incident on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, who is a victim or suspect, immediately, as soon as practicable. The Superintendent or designee will inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee will document attempts made to reach the parent/guardian.[20][38][43]

Students With Disabilities –

When reporting an incident committed by a student with a disability or referring a student with a disability to a law enforcement agency, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.[9][11][44][45][46][47]

Monitoring and Management

If a student has an Individualized Management Plan, the threat assessment team shall monitor the Individualized Management Plan and coordinate with the designated team or resource to provide support and follow-up assessment as necessary. Follow-up assessments, referrals, re-entry plans and other supports shall be documented as part of the student's Individualized Management Plan.

The threat assessment team, in coordination with other appropriate teams and supports, shall determine when the student's Individualized Management Plan is no longer needed for disposition of the threat(s), and may transfer appropriate information in accordance with applicable law, regulations and Board policy.^{[4][7][9][11][26][27]}

Records Access and Confidentiality

In order to carry out their duties and facilitate the timely assessment of and intervention with students whose behavior may indicate a threat, the threat assessment team shall have access to the following student information to the extent permitted under applicable law and regulations:^[1]

1. Student health records.^{[48][49]}
2. Prior school disciplinary records.^{[9][11][50]}
3. Records related to adjudication under applicable law and regulations.^{[50][51][52][53][54][55]}
4. Records of prior behavioral or mental health or psychological evaluations or screenings maintained by the district.
5. Other records or information that may be relevant to evaluating a threat or determining treatment or referral options for a student that are maintained by the district.

The threat assessment team shall use all information or records obtained in fulfilling the team's duty in accordance with law to evaluate a threat or to recommend disposition of a threat. Team members shall not redisclose any record or information obtained or otherwise use any record of a student beyond the purpose for which the disclosure was made to the team, in accordance with law.^[1]

The threat assessment team shall maintain confidentiality and handle all student records in accordance with applicable law, regulations, Board policy, the Student Records Plan and the district's legal and investigative obligations.^{[4][7][9][10][11][19][44][46][50][56]}

Threat assessment members whose other assignments and roles require confidentiality of specific student communications, in accordance with law, shall ensure that all confidential communications and information are addressed in accordance with applicable law, regulations, Board policy and administrative regulations.^{[10][57][58][59][60]}

Annual Board Report

The threat assessment team shall provide the required information to the Superintendent, in consultation with the School Safety and Security Coordinator, to annually develop and present to the Board, at an executive session, a report outlining the district's approach to threat assessment, which shall include:^[1]

1. Verification that the district's threat assessment team and process complies with applicable law and regulations.

2. The number of threat assessment teams assigned in the district, and their composition.
3. The total number of threats assessed that year.
4. A summary of interactions with outside law enforcement agencies, juvenile probation and behavioral service providers.
5. An assessment of the district's threat assessment team(s) operation.
6. Recommendations for improvement of the district's threat assessment processes.
7. Any additional information required by the Superintendent or designee.

{ } The annual threat assessment report shall be presented as part of the annual report to the Board by the School Safety and Security Coordinator on district safety and security practices.[\[1\]](#)[\[5\]](#)[\[HJJ6\]](#)

The threat assessment team's information addressing verification of compliance with law and regulations, the number of threat assessment teams assigned in the district and their composition, the total number of threats assessed that year, and **additional** information required by the Superintendent or designee shall be included in the School Safety and Security Coordinator's annual report on district safety and security practices that is submitted to the state's School Safety and Security Committee.[\[1\]](#)[\[5\]](#)[\[61\]](#)

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Legal References

1. 24 P.S. 1302-E
2. 24 P.S. 1301-E
3. Pol. 832
4. Pol. 236
5. Pol. 805.2
6. Pol. 805
7. Pol. 819
8. Pol. 103
9. Pol. 113.4
10. Pol. 207
11. Pol. 216
12. Pol. 146.1
13. 24 P.S. 1205.2
14. 24 P.S. 1205.5
15. 24 P.S. 1310-B
16. Pol. 333
17. Pol. 104
18. Pol. 105.1
19. Pol. 249
20. Pol. 805.1
21. 23 Pa. C.S.A. 6311

22. Pol. 806
23. Pol. 247
24. Pol. 252
25. Pol. 226
26. Pol. 103.1
27. Pol. 113
28. Pol. 113.1
29. Pol. 113.2
30. Pol. 113.3
31. Pol. 146
32. Pol. 218
33. Pol. 218.1
34. Pol. 218.2
35. Pol. 233
36. Pol. 709
37. 24 P.S. 1303-A
38. 22 PA Code 10.2
39. 35 P.S. 780-102
40. 24 P.S. 1302.1-A
41. 22 PA Code 10.21
42. 22 PA Code 10.22
43. 22 PA Code 10.25
44. 20 U.S.C. 1232g
45. 20 U.S.C. 1415
46. 34 CFR Part 99
47. 34 CFR Part 300
48. 24 P.S. 1409
49. Pol. 209
50. Pol. 216.1
51. 24 P.S. 1304-A
52. 24 P.S. 1305-A
53. 24 P.S. 1307-A
54. 42 Pa. C.S.A. 6341
55. Pol. 218.3
56. 24 P.S. 1304-D
57. 22 PA Code 12.12
58. 42 Pa. C.S.A. 5945
59. 42 Pa. C.S.A. 8337
60. 42 CFR Part 2
61. 24 P.S. 1309-B
20 U.S.C. 1400 et seq
35 P.S. 7601 et seq

Pol. 203.1

PA Commission on Crime and Delinquency, School Safety and Security Committee Model K-12 Threat Assessment Procedures and Guidelines

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Saucon Valley School District

Policy

Title – 707 Use of School Facilities

Section – Community

Adopted – May 8, 2007

Revised – April 25, 2023

Content

Purpose

School facilities of this District should be made available for community purposes, provided that such use does not interfere with the educational program of the schools. This policy only addresses the use of District property and facilities by non-school-sponsored entities and individuals. This policy does not address the use of facilities by school-sponsored extracurricular and co-curricular clubs and activities and school-sponsored athletic activities.

Authority

It is the policy of the Board of School Directors of the Saucon Valley School District to make available the facilities of the District to organizations, associations, and individuals of the community for civic, cultural, educational, and recreational activities when the scheduling of these activities does not interfere with the educational program of the District.

The Saucon Valley School District does not discriminate on the basis of race, color, national origin, sex, disability, religion, or age in making available the facilities of the District. The Administration shall post a "Notice of Non-Discrimination" and make the notice available as required by law. All activities hosted by Group I and II entities, as defined below, must adhere to and observe the District's non-discrimination policies.

Requests from organizations outside the District will be given consideration.

Definitions

Group II- school affiliated organizations, as defined in Policy 915.

Group III – non-profit, school age athletic leagues, with 100% of participants in Saucon Valley School District.

Group IV - non-profit civic, service, or athletic organizations offering educational, cultural, or recreational enrichment activities for District students.

Group V- all other organizations and individuals permitted to use District facilities.

Delegation of Responsibility

The Administration is charged with the responsibility of reviewing each request for use of facilities and, if all requirements are met, scheduling the use of the facilities. The facilities use schedule shall be posted on the District web page.

Requests which fail to qualify for inclusion under the guidelines will be directed to the Board of School Directors for consideration.

The Board reserves the right to deny permission to use Saucon Valley District facilities when it deems this action to be in the best interests of the District.

Fee charges will be determined by the nature of the use and group number of the entity making the request. Rules and Regulations for the use of school buildings and facilities will be provided to the organizations requesting the use of the facilities.

Guidelines

The Rental Fee Schedule for use of school facilities will be reviewed and approved annually and included as part of the Rules and Regulations.

Classifications of eligible organizations using school facilities are defined as Group I, Group II, Group III, Group IV, and Group V.

Application Process

An individual or community group that falls into Group II, Group III, Group IV, and Group V requesting permission to use school buildings, facilities or school property must submit a written request on the prescribed application in advance of the proposed date to the ~~Superintendent or designee~~ [Administration via the Facility Request Application](#).

The application must specify the portion of the school facilities requested for use; proposed activities; number of individuals participating; and the date, time, and duration of the proposed event(s). All requests shall be for a specific date or dates, not for an undefined time period.

Along with the completed application, the individual or group must submit the following:

1. Evidence of organizational liability to limits required by District guidelines.
2. Documentation evidencing the District shall be held harmless by the user for any liability that arises from use of school facilities by the individual or group.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored/Group I activity.
2. Access to school facilities closed due to renovations, maintenance, cleaning, the school calendar, or Board action.
3. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a District program if damaged or operated by an unqualified operator.
4. The proposed use would prevent or encumber District personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.

Limitations

When individuals and community groups receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. Individuals shall not use, access, or enter upon any portions of the school facilities or their contents not specified in the approved written request form.
2. Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.
3. When advertising or promoting activities held at school facilities, individuals and entities in Group III, IV, and V shall clearly and prominently communicate that the activities are not being sponsored by the District by including such language in all advertisements and proposal material: "This event/activity is not approved or sponsored by the Saucon Valley School District or its Board of Directors." Notices and promotional materials may not use the terms "Saucon Valley School District," or "SVSD," or any derivative the name of any District school, and when describing the location of the event, may only reference the street address and room number, when applicable.
4. School equipment used in conjunction with requested facilities shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator, provided by the school.
5. The proposed use by an entity in Group II, III, IV, or V shall commence no earlier than 6:00 p.m. on a school day.

The District may require police supervision for traffic or safety control when anticipated attendance will exceed 200 people. The District, in consultation with law enforcement, may require additional security measures if appropriate. The District shall have sole discretion to

determine whether to require additional security measures.

Prohibited Activities

Everyone using school facilities must adhere to Saucon Valley School District policies and regulations. All civil infractions will be referred to local law enforcement agencies, i.e., illegal parking, vandalism, use of obscene language, etc.

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities:

1. Possession, use or distribution of illegal drugs and/or alcoholic beverages.
2. Possession of weapons.
3. Conduct that would alter, damage or be injurious to any District property, equipment, or furnishings.
4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.
5. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.
6. Use of tobacco/vaping products.

Violations

The District reserves the right to remove from District premises or revoke any previously granted permission to use school facilities from any individual or community group who fails to comply with the terms and conditions of all policy and established procedures.

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use District property, unless otherwise decided by the Board.

Fee Schedule

Use of school facilities for activities directly related to the educational program and District operations shall be without cost to users, except that the user shall be responsible for extra custodial fees and any fees associated with traffic, safety control, or additional security measures required by the District pursuant to this policy and all established procedures.

Special Rules and Regulations

Opening of Buildings – The building and facility will not be opened until the person responsible for the activity is present.

Spectators –

1. Practices or Rehearsals – Parents/Guardians of participants and their children are permitted during practices or rehearsals.
2. Meets or Performance – Adults and children under eighteen (18) accompanied by

an adult are permitted at meets or performances. Children under eighteen (18) will only be permitted without being accompanied by an adult ONLY if the organization using the facilities provides adequate supervision.

Compensation of School Personnel – Organizations using school facilities shall make all payments directly to the District. No reimbursement directly to the employee is permitted. Tips also are not permitted.

Cancellations – Cancellation of scheduled use of school facilities must be reported to the Business Administrator preferably at least seven (7) days in advance. This advance notification is required for notification of custodians or others designated to supervise the use of the facility and to release the facility for another group which may desire to use it. If the cancellation is not cleared with the Business Administrator in time to permit proper notification of school personnel engaged for the activity, the organization will be required to pay all costs involved.

**RULES AND
REGULATIONS FOR THE
USE OF
SCHOOL BUILDINGS, FACILITIES, AND EQUIPMENT**

It is the policy of the Board of Directors of the Saucon Valley School District (Policy 707) to make available the facilities of the school district to responsible organizations, associations, and individuals of the community for civic, cultural, educational, and recreational activities, when the scheduling of these activities does not interfere with the educational program of the district.

Representatives of organizations requesting the use of school buildings and facilities are required to satisfy administration that they are responsible persons and officially represent responsible organizations. They must guarantee orderly behavior and, through the signing of an agreement form, indicate their willingness to abide by the Board's rules and regulations. The primary responsibility for the proper use of buildings and facilities within these administrative regulations rests upon the individual who signs the agreement form.

The Board of School Directors will be notified monthly of the facilities scheduled use.

ELIGIBILITY

Classifications of Eligible Organizations Using School Facilities

Classes, groups, or organizations are permitted to use school facilities.

A list of charges by classes of users is included as Attachment A to these administrative regulations. These charges are listed in this manner to facilitate changes as needed from time to time as the cost of salaries and utilities change.

Group I- Board-approved, school district-sponsored extracurricular, co-curricular, and athletic activities.

Group II- school-affiliated organizations, as defined in Policy 915.

Group III – non-profit, school-age athletic leagues, with 100% of participants in Saucon Valley School District.

Group IV - non-profit civic, service, or athletic organizations offering educational, cultural, or recreational enrichment activities for district students.

Group V- all other organizations and individuals permitted to use district facilities.

AVAILABILITY

1. All applications for fields, grounds and facilities are dependent upon the availability of the facilities. School-sponsored activities (Group I) shall always have first priority for the use of District facilities. Priority for other activities shall be as follows:
 - a. Group II
 - b. Group III
 - c. Group IV
 - d. Group V

2. Athletic Facility use is determined by the following priority:

- a. In season school sports/ activities
- b. In season community sports/ activities
- c. Off season school sports and activities
 - Upcoming season gets priority
- d. Off season community sports/ activities
- ~~e.~~ Outside groups

2.3. Group I

- a. Advisors and coaches of each activity shall provide the Facilities with a list of all regularly scheduled after-hour activities following the reservation schedule below. A facility request is not required.

- ~~a.b.~~ Advisors and coaches will need to submit a facility request, following the reservation schedule below, for all non recurrent events. ~~for the school year as well as a monthly list of all non-recurrent events by the first day of the school year.~~

3.4. Group II

- a. The person in charge shall provide the Facilities Office with a list of all scheduled meeting dates at least two weeks in advance of the first meeting.
- b. All other activities requiring facility use must have a Facility Use Application completed following the reservation schedule listed below.

- 4.5. Approved non-school groups will be assigned space according to the order of receipt of application. School facilities normally will not be available on Sundays or during holiday breaks for any school group unless previously approved by the Superintendent or designee.

- 5.6. During summer months, the District reserves the right to close its facilities for a period of time for rental for all groups. An announcement will be made by March 1st of each school year.

APPLICATION FOR USE

1. Applications for the use of school field, grounds, and facilities must be

completed on forms provided for that purpose and submitted electronically to facilities.calendar@svpanthers.org.

2. Applications will accept facility applications as follows:

- a. Fall Activities (August-October): Reservations open ~~May 1~~ July 1
- b. Winter Activities (November-February): Reservations open ~~August 1~~ October 1
- c. Spring Activities (March-May): Reservations open ~~December 1~~ November 1
- d. Summer Activities (June-July): Reservations open ~~March 1~~ May 1

~~***Failure to adhere to this timeline may result in the application not being considered. Exceptions will be made for those applying for the remainder of the 2022-23 school year.~~

3. If the fields, grounds or facilities are to be used by Group II, the application shall be made in the name of the organization and signed by an officer or authorized representative thereof.
4. Group III, IV and V applications must be signed by at least one "Responsible Person". All "Responsible Persons" must be a District resident.
5. The "Responsible Person" who signs the application is responsible for assuring that all policies, rules and regulations of the Saucon Valley School District will be properly implemented.
6. A "Responsible Person" is to be present at all activities held on District property for the duration of the events.
7. The use of the facilities shall be limited to the specific hours stated on the approved application.
8. Custodians or any other school employee will not be responsible to enforce the regulations of the School District. If infractions of the rules and regulations are reported, the use of the school facilities will be immediately denied until a satisfactory understanding can be reached regarding future use.
9. Applicants holding regular meetings, practices, or sessions throughout the year need to file only one application at the beginning of each school year.
10. Special events for the purpose of raising funds by such applicants must be covered by separate applications whenever they occur.
11. The permission extended to any applicant to use the school fields, grounds, and facilities within any school year shall expire automatically at the end of that school year (June 30).
12. The Superintendent or designee has the authority to withhold or revoke permission if, in their judgment, proper use is not being made of school fields, grounds, and/or facilities.

TIME OF USE

1. When school is in session, school buildings ordinarily will be available only between the hours of **6:00 pm and 10:00 pm** Monday through Friday. Other times must be approved by special arrangement with the Superintendent or designee.
2. Buildings will be opened 30 minutes before the scheduled time of the program and closed 30 minutes after the scheduled end of the program unless other prior arrangements have been made, subject to the established fees.
3. The building and facility will not be opened until the person responsible for the activity is present.
4. The "Responsible Person" is to be present during the time the fields, grounds,

and facilities are being used.

GENERAL CONDITIONS

1. *Inclement Weather* - Groups II, III, IV, and V will not be permitted to use school facilities when schools are closed due to inclement weather.
- ~~4.2.~~ *In the event that outside playing areas are unusable due to rain, flooding, etc. Group 1 will be moved to indoor facilities and practices will take priority. All measures will be taken to accommodate all reservations.*
- ~~2.3.~~ *Drugs and Alcohol* - Intoxicating beverages or narcotics are prohibited on all school properties and at all sponsored activities. Any person in possession of or under the influence of alcohol or narcotics will not be permitted to remain on the school property and will be referred to local law enforcement agencies.
- ~~3.4.~~ *Smoking/Use of Tobacco Products* - Smoking and the use of tobacco products is prohibited on all school premises and at all sponsored activities.
- ~~4.5.~~ *Indecent Language* - Profane, obscene, and indecent language is prohibited at all times.
- ~~5.6.~~ *Area Restriction* - It is required that the members of the organization using school facilities and spectators when involved in the activity use ONLY the areas for which approval is given. It is the responsibility of the person signing the application to see that this regulation is carefully followed.
- ~~6.7.~~ *Responsibility for Damage to Facilities* - The organization assumes full responsibility for any and all damages to buildings, facilities, or equipment resulting from its use.
- ~~7.8.~~ *Custodial Care of Facilities* - Generally, there must be one or more custodians on duty at all times when school facilities, including the football field, are in use. Buildings and equipment must be left in a clean and orderly fashion. The custodian is to report any known violations of the rules and regulations regarding use of school facilities to District Administration.
- ~~8.9.~~ *Decorations* - Decorations or signs by non-school groups are permitted on school building walls only with the approval of the school building principal. All decorations must be removed from the building by 7:00 AM the following day.
- ~~9.10.~~ *Facilities may not be filled beyond rated capacity.*
- ~~10.11.~~ *Sponsors or supervisors of an activity must be present at the start and must remain on the premises until all participants have left the facility.*
- ~~11.12.~~ *The administrator responsible for approving applications may impose such additional reasonable restrictions or conditions as he/she shall determine according to the nature of the proposed use as set forth on the application.*

~~12-13.~~ School buildings shall not be used for parties or celebrations that are essentially private in nature. This exclusion includes birthday, anniversary and other similar parties. School furniture must be covered when doing craftwork. No permanent markers are permitted.

~~13-14.~~ There shall be no signs, banners, pennants, etc., placed in or on school buildings or on school grounds by any group except those associated with activities sponsored by the school or school-connected organizations. Activities carried on in the schools by the Northampton County Department of Elections shall be free of this restriction on Election Day.

~~14-15.~~ Arrangements for the sale or serving of refreshments within a building must be made at the time of application for facility usage.

~~15-16.~~ All fire regulations must be adhered to without exception.

~~16-17.~~ All applications must be signed by a responsible Saucon Valley School District resident who is at least 18 years of age.

~~17-18.~~ The District or its agents reserve the right to cancel any fields, grounds, and facilities usage permit when the interests of the district require cancellation.

~~18-19.~~ Each applicant for fields, grounds, and facilities usage shall receive a copy of these rules at the time of application.

SPECIAL RULES AND REGULATIONS

1. *Spectators*

a. Practices or Rehearsals – parents or guardians of participants and their children are permitted during practices or rehearsals at the discretion of the coach/advisor. No other persons are permitted. All are restricted to areas essential to the function.

b. Meets or Performances – Adults and children under eighteen accompanied by an adult are permitted at meets or performances. Children under eighteen will be permitted without being accompanied by an adult ONLY if the organization using the facilities provides adequate supervision.

~~b.c. Supervision of children is the responsibility of the parent/ guardian in attendance. Children must stay in the location of the event, observe the Student Code of Conduct, and be supervised by an adult in the organization holding the event. and accompanied by the adult. The District reserves the right to require that the organization remove a child~~

or adult from District property due to conduct that does not comport with District policies, procedures, and/or the Student Code of Conduct. ask any unaccompanied child and adult to leave the campus due to lack of supervision.

2. *District Equipment* - Organizations requesting use of District equipment shall include the specific equipment and details on the application. Special equipment, such as a sound system and stage lighting, must be operated by District personnel. The organization will be responsible for any required compensation of District personnel.
3. *Compensation of District Personnel* – Organizations using District facilities shall make all payments directly to Saucon Valley School District. No reimbursement directly to an employee is permitted. Tips also are not permitted.
4. *Insurance* – Each organization using District facilities will be required to furnish a certificate of insurance with minimum coverage providing not less than \$1,000,000 limit per occurrence for bodily injury and/or property damage liability. The organization will provide a certificate of insurance naming Saucon Valley School as additional insured.
5. Applicant agrees to assume all responsibility for damage claims or liability of any kind arising out of or by reason of applicant's use of the school fields, grounds, and facilities and further agrees to save and hold the school district harmless from any claims, liability, expense or costs in connection with use of the school fields, grounds, and facilities including the cost of defending any such claims.
6. *Cancellations* - Cancellation of scheduled use of District facilities must be reported to the Facilities Office at least seven days in advance. This advance notification is required for notification of custodians or others designated to supervise the use of the facility and to release the facility for use by another group. If the cancellation is not cleared with the Facilities Office in time to permit proper notification of school personnel engaged for the activity, the organization will be required to pay all costs involved.
7. *Damages, Theft, Destruction*- The applicant will be responsible for all thefts of school property, damage thereto or destruction thereof, and shall upon demand, reimburse the school district for such thefts, damage or destruction. Reimbursements will be based on replacement cost.

FEES AND SERVICES RENDERED

1. Custodial or other responsible personnel MUST be on duty to care for the fields, grounds or facilities or those using them. Charges shall be assessed based upon

the cost of the custodian's service to the district. The required presence of a custodian shall be determined by the Superintendent or designee and shall be noted on the application for fields, grounds, and facilities permit. **A custodial fee will be charged to all applicants in Group IV and V.**

2. All charges for custodial service or stage crew service shall be assessed to the applicant or individual organization.

- a. These services include unlocking the building; turning on hall, house, exit outside lights, etc.; unlocking exit doors for the area being used and making certain that they are free of obstructions and that police and fire regulations are met; setting up chairs; and, after the meeting, normal cleaning and arranging the room(s) for regular school use. Groups are required to assist the custodian in cleaning/arranging beyond the normal cleaning and arranging of room(s) when returning the area to its original state.

- a.

ATHLETIC FACILITIES

1. Athletic Facilities may only be used for their intended purpose. At no time should activities take place on playing/practice surfaces that do not adhere to normal activities of the sport.
2. At no time may balls be thrown, hit, or kicked into fencing or other items that can be permanently damaged. Baseball and Softball batting practice may be taken in batting cages.
3. If fields are not in playable condition due to weather, games must be postponed. Organizations in Groups II-V may not attempt to work on fields to create a playable surface or add drying agents to any fields. Events may also be postponed if excessively dry conditions may damage fields due to use.
4. Repetitive drills that may damage grass areas may not be done on game fields and shall be rotated on different areas of practice fields. During gymnasium usage, floors must be protected from damage/scratching at all times. This may require the use of mats or tarps pending the activity.

All athletic facilities must be left in the way they were found, including but not limited to:

- a. Filling holes on the baseball/softball fields around home plate, pitchers' mound, bullpens, and bases. Always raking away from the grass, never

- toward grass edges.
 - b. Replacing any moved equipment, such as benches or goals
 - c. Cleaning up any garbage, bottles, or decorations
 - d. Checking locker rooms and any auxiliary areas that may have been used
 - e. Cleaning and disinfecting wrestling mats
5. Any damage or misuse must be reported to the School District immediately.

SPECIFIC FACILITIES

1. Auditorium
 - a. Requests for use of stage facilities, lighting, and installation of scenery shall be clearly indicated on the application for use of facilities.
 - b. Use of the auditorium sound and lighting systems must be requested and coordinated through the Facilities Office.
 - c. A technician will be designated by the district to operate the sound and lighting systems for all functions in the High School Auditorium.
 - d. Organizations using the auditorium are responsible for any damage to seating or other equipment.
 - e. Equipment, costumes, or clothing belonging to the organization must be removed from the school property by 7:00 AM the following school day.
2. Classrooms
 - a. The use of classrooms is ***not*** permitted by anyone other than the teacher of the classroom, other than Group I advisors when applicable.
3. Swimming Pool
 - a. All pool regulations must be followed, and a minimum of one lifeguard must be on duty when the pool is in use.
 - b. Coordination with the Saucon Valley Recreational Swim Program will be provided by the Facilities Office.
 - c. The organization will be responsible for the cost of the lifeguard, if not under the auspices of the Saucon Valley Recreational Swim Program.
4. Restrooms
 - a. All restrooms within the leased area shall be accessible to authorized users of facilities and shall remain open and available. Users are responsible for any vandalism that may occur.
5. Outdoor Facilities
 - a. May be reserved for a period no longer than the normal sport season of

the proposed activity. No equipment other than that required for conducting the sport can be moved on fields without special permission.

6. Stadium Lights

- a. The use of the stadium lights will be charged at an hourly rate for the use, based on current PPL rates, unless waived.

SECURITY

1. Groups III, IV, and V will be charged a security fee based on the rate for the school year the date of the event takes place.
- ~~2.~~—When the District determines that additional police supervision or other security measures, including, but not limited to, private security guards, are required at any event, the District will inform the requesting user to contract for services accordingly, and the user will be billed for all additional costs. Usually, any event with more than two hundred
2. (200) Participants will require Police Supervision or other security measures. The District shall, in its sole discretion, determine whether police supervision or other security measures are required. Notwithstanding the foregoing, the requesting user is ultimately responsible for the safety and security of attendees at an event, and the District's decision not to require police supervision or other security measures does not shift any liability for injuries, damages, claims, or lawsuits from the requesting user to the District.
3. Special events in the stadiums, gymnasiums, or auditoriums must have adequate provision to properly handle anticipated crowds. Police protection is a requirement for certain kinds of events. The district reserves the right to stipulate police presence as a condition of facility use permission. When determined by the Superintendent or designee that police protection is warranted, the cost for such services must be assumed by the applicant's sponsoring organization.

PARKING ON SCHOOL PROPERTY

1. Traffic/Parking - Organizations using campus facilities are required to provide adequate supervision to assure that automobiles or trucks are not parked on sod areas, play areas, or in restricted areas which could constitute a hazard in case of an emergency. Organizations using the facilities shall obey and ensure the enforcement of school district traffic and parking policies.

Policy 707 AR2 –Facilities Use Fee Schedule

SAUCON VALLEY SCHOOL DISTRICT FACILITY USE FEE SCHEDULE

Group I- Board-approved, school district-sponsored extracurricular, co-curricular, and athletic activities.

Group II- school-affiliated organizations, as defined in Policy 915

Group III- non-profit, school-age athletic leagues, with 100% of participants residing in Saucon Valley School District

Group IV - non-profit civic, service, or athletic organizations offering educational, cultural, or recreational enrichment activities for district students.

Group V- all other organizations and individuals permitted to use district facilities

- **Rates listed are per/hr. and does not include custodial or security**

ELEMENTARY – MIDDLE SCHOOL AREAS:	GROUP I	GROUP II	GROUP III	GROUP IV	GROUP V
Elementary Multi-Purpose/Cafeteria	No charge	No charge	No charge	\$5	\$100
Middle School Multi-Purpose /Cafeteria	No charge	No charge	No charge	\$50	\$100
Elementary/Middle School Stage	No charge	No charge	No charge	\$25	\$50
Gymnasium – Elementary	No charge	No charge	No charge	\$50	\$100
Gymnasium – Middle School	No charge	No charge	No charge	\$50	\$100
Large Group Instruction Room	No charge	No charge	No charge	\$5	\$50
Library	No charge	No charge	No charge	\$25	\$50
Parking Lot	No charge	No charge	No charge	\$5	\$20
Lobby	No charge	No charge	No charge	\$50	\$75
Courtyard	No charge	No charge	No charge	\$50	\$75

HIGH SCHOOL AREAS:	GROUP I	GROUP II	GROUP III	GROUP IV	GROUP V
High School Cafeteria	No charge	No charge	No charge	\$50	\$100
High School Auditorium	No charge	No charge	No charge	\$100	\$200
Auditorium with Balconies	No charge	No charge	No charge	\$150	\$200
Sound System Equipment Use Sound/Lighting Technician Required	No charge	No charge	No charge	\$45	\$45
Sound/Lighting Technician (Mic/Basic Use)	No charge	No charge	No charge	\$45	\$45
Sound/Lighting Technician for Productions/Dance Recitals (min. 2 Techs)	No charge	No charge	No charge	\$45	\$45
Auditorium – Rehearsal Sessions (No Public)	No charge	No charge	No charge	\$100	\$200
High School Gymnasium	No charge	No charge	No charge	\$200	\$300
Gymnasium – Practice Sessions	No charge	No charge	No charge	\$50	\$75
High School Pool	No charge	No charge	No charge	\$25	\$50
Swimming Timing System	No charge	No charge	No charge	\$25	\$50
Large Group Instruction	No charge	No charge	No charge	\$5	\$50
Library	No charge	No charge	No charge	\$25	\$50
Locker Rooms	No charge	No charge	No charge	\$25	\$50
Parking Lot	No charge	No charge	No charge	\$5	\$20
Lobby	No charge	No charge	No charge	\$50	\$75
Courtyard	No charge	No charge	No charge	\$50	\$75

CAMPUS FIELDS:	GROUP I	GROUP II	GROUP III	GROUP IV	GROUP V
Practice Fields	No charge	No charge	No charge	\$25	\$50
Games Fields (Soccer, Field Hockey, Baseball, Softball) No Preparation	No charge	No charge	No charge	\$25 <u>\$50</u>	\$50 <u>\$75</u>
Games Fields (Soccer, Field Hockey, Baseball, Softball) Prepared/Lined for Game (Labor included)	No charge	No charge	No charge	\$50 <u>\$100</u>	\$75 <u>\$150</u>
Stadium (<u>including football field</u>)	No charge	No charge	No charge	\$150	\$200
Stadium Lights	No charge	No charge	No charge	PPL Rate	PPL Rate
Tennis Courts	No charge	No charge	No charge	\$10	\$10
<u>Wrestling Room</u>	<u>No charge</u>	<u>No charge</u>	<u>No charge</u>	<u>\$50</u>	<u>\$100</u>

The charges listed on this Fee Schedule are base rates and do not include the cost of any school district personnel, for example, custodians, maintenance, security, or stage workers.

Groups I-III users are not charged to use our facilities but may be billed separately for any school district personnel costs that are incurred, for example, custodians, maintenance, security, cafeteria workers, or stage workers.

If excessive and/or unexpected custodial services are required, those charges will be billed directly to the user.

Saucon Valley School District

Policy

Title – 915 School Affiliated Organizations

Section – 900 Community

Adopted – September 10, 2013

Revised – April 25, 2023

Content

Purpose

The Board recognizes and appreciates the interest and support of school-affiliated organizations of parents and interested community residents. The Board also recognizes the need for a clear working relationship between these organizations and the schools and that without the countless hours offered by the members of these groups, district programs, educational, athletic, and non-athletic, would suffer. The following policy statements have been adopted in order to maintain current good relationships with existing school-affiliated organizations and to provide a model for establishment and operation of future organizations. In this regard, equity principles and compliance benchmarks described in Title IX law must be used to guide fundraising in all organizations and compliance with the Pennsylvania Equity in Interscholastic Athletics Disclosure Bill must be used to guide fundraising for all athletic-related fundraising.

Definition

School Affiliated Organizations (SAO) are defined as those organizations that utilize the name of the school district or any of its schools or programs and directly affect curricular or extracurricular programs operated by the school.

Authority

Pennsylvania School Law establishes the individual School Districts as the sole local policy-making body. In matters of district policy and operating procedures, the Board of School Directors Board will retain final authority. The authority must be recognized and respected by all school-affiliated organizations.

School-affiliated organizations must receive annual approval of the Board prior to using district or school names and operating in relation to the school district's programs.

Organizations grandfathered in under this policy include:

Saucon Valley Athletic Booster Club, Saucon Valley Music Connection, Saucon Valley Fine Arts, Saucon Valley PTO/PTA/PTG, Alumni Association, Saucon Valley Education Foundation, Football Booster, Wrestling Booster, and Boys' Soccer Booster. These groups shall be required to adhere to the Guidelines as described more fully below.

Board Approval of any new organizations shall be requested through the Superintendent. Action by the Board will be taken at a public meeting after a review of the following information, which should be presented with the request for approval:

1. Statement of need for the organization
2. Proposed name of the organization
3. Proposed program affiliation
4. Proposed Constitution/By-Laws
5. Name of person currently responsible for the conduct of the organization.

A copy of each organization's current Constitution/By-Laws shall be kept on file in the District Office. The Board reserves the right to revoke the approval of any organization, with its reasons stated in writing, provided that the representatives of the organization have been given the opportunity to be heard prior to the Board's action. Revocation of approval by the Board will result in termination of all relationships with the district, school, and/or its programs for a minimum of 1 year before a group may reapply for approval.

Guidelines

Accounts and financial reports of school-affiliated organizations shall be established and maintained according to prudent business practices.

All school-affiliated organizations are expected to maintain accurate financial records that reflect appropriate use of funds in accordance with the organization's by-laws, Pennsylvania State Law, and Federal Law. Each entity must sign an affidavit of compliance with policy and the documentation of finance and the filing with the IRS as a Schedule C, 1120 incorporation, or a 501(c)(3) organization to be a recognized school affiliated entity.

A treasurer's report for each organization, outlining each individual expense and each source of revenue, shall be prepared and presented to the membership of the organization at regularly held meetings. A yearly revenue and expense report shall be prepared and presented to the Saucon Valley District Office by June 30th for the current school year for review by the administration.

Funds raised in the name of the school district or its schools or programs shall be used to benefit the pupils of the school district or the programs they are involved in unless otherwise specified in the budget of the organization and approved by its membership such as the Alumni Association.

Game/Performance uniforms for school-sponsored activities are the responsibility of the school district. School Affiliated Organizations may not supplant the school district's responsibility by purchasing/donating uniforms worn for competitions and/or performances during the regularly schedule season or playoffs. This does not include recognition/reward apparel that may be earned due to team successes for or beyond the regular season.

Fundraising Activities/Spending

Fundraising Activities conducted within the school system by pupils using the names of the system or any of its respective schools and by school-affiliated organizations, shall first be approved by the Superintendent or his/her designee for each school-affiliated organization.

Fundraising for the purpose of purchasing/-donating an item that would result in a financial obligation to the District for the item's future maintenance or upkeep in which the District will be required to maintain, upgrade, modify; or the purchasing/ donation will require an alteration to facilities, supplies or equipment in any way, shall require approval by the Superintendent and/ designee^[HJJ1].

All fundraising activities shall be conducted in compliance with school district regulations and need to be approved by the district. Fundraising for the year should be scheduled in advance, listing each activity and who will be conducting the event, following the fundraising submission calendar.

Fundraising Submission Calendar:

- a. Fall Fundraising (August-October): Due by July 1
- b. Winter Fundraising (November-February): Due by October 1

c. Spring Fundraising (March-May): Due by November 1

d. Summer Fundraising (June-July): Due by May 1

The district holds the right to deny or change fundraisers if there are competing fundraisers or it is believed that the fundraising efforts in the district would be in excess and place a burden on the persons performing the fundraising endeavor or is a stress on the resources of the community.

No organization may have more than a total of twelve (12) fundraisers of any type, community level, and/or building level unless granted permission by ~~the building principal~~ the District. Membership drives, concession stands, or raffles are not to be counted in the allowance for the number of fundraisers. In addition, fundraisers or events in which 100% of profits are donated to a charity do not count as a fundraiser. For example, an event in support of the American Cancer Society would not count as a fundraising event for the organization.

Proposals for fundraisers that contain multiple events shall be limited two to a year per organization and will be reviewed along with the other requested fundraisers for the year. For example, a hoagie sale each month for eight (8) consecutive months.

Fundraising activities, other than concession stand use, that are to occur on school district property that have space requirements must have approval via completion of the Saucon Valley Use of Facilities form in the District Office.

Fundraisers that are in the form of collection of items; example: box tops, soda tabs, recycling will not count toward the limit of fundraisers for the year.

Records of school fundraising activities may be subject to audit.

Profits derived from any sale or fundraising effort by school-affiliated organizations shall be used only to benefit the students or the programs they are involved in but may not, in any case, be used for salaries or additional payment for organization officers, directors, advisors, or coaches.

Monies spent by SAOs for the benefit of the programs they support must be spent in accordance with the SAO's bylaws and all laws applicable to their organization. The Board must approve prior to purchase or acceptance any donation, equipment,

or tangible item(s) purchased for the direct benefit of the school or its students beyond an SAO's regular activities unless the amount is de-minimis in nature.

Any small games of chance permits will be the responsibility of the fundraising group to obtain.

Any accounting, tax regulations, forms, or tax returns that need to be filed is the responsibility of the fundraising group.

Delegation of Responsibility

The Superintendent shall be the chief liaison between the Board and school-affiliated organizations for the purpose of presentation of annual approvals, new requests or revocations. Action by the Board must be taken at a public meeting after review.

The Superintendent or his/ her designee will oversee all compliance and approval of fundraising. School administrators shall be involved in all decision and planning affecting their respective pupils, programs, facilities, and/or buildings.

Copies of the following shall be provided to the District Office on an annual basis:

By ~~September 1st~~ August 15th of each year:

1. Copy of minutes of all meetings from the previous school year
2. Copy of Financial Reports from the previous school year
3. Annual Activities Report (conducted during the previous year)
4. Copy of Constitution and/or Bylaws
5. Names of Officers and contact information
6. Copy of small game chance license (if applicable)
7. Recommendation to the Superintendent and the Board

~~Listing of fundraising events for the year by each group~~

By June 30th of each year:

~~Copy of minutes of all meetings from the current school year~~
~~Copy of Financial Reports from the current school year~~
~~Annual Report (Activities conducted during the previous year and plans for the next year)~~
~~Recommendation to the Superintendent and the Board~~

Saucon Valley School District
Office of the Assistant to the Superintendent

TO: David Bonenberger, Business Manager

FROM: Jaime Vlasaty, Assistant to the Superintendent

RE: Surplus / Obsolete Materials & Equipment

DATE: 23 May 2024

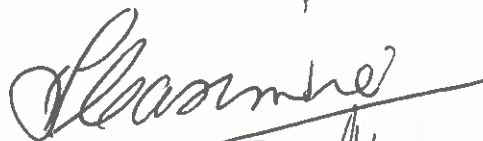
<u>Description</u>	<u>Serial Number</u>	<u>Reason for Removal</u>	<u>Total</u>
Kagan, Ozment, Turner - The Western Heritage (6th edit.)	ISBN: 0-13-617374-8	For the Western Civilization course that has not been offered since 2018)	32
Perry, ed. - Aspects of Western Civilization, Vol. 1 (4th edit)	ISBN: 0-13-083202-2	For the Western Civilization course that has not been offered since 2018	26
Perry, ed. - Aspects of Western Civilization, Vol. 2 (4th edit.)	ISBN: 0-13-083203-0	For the Western Civilization course that has not been offered since 2018	26

Reason:

The Western Civilization elective course has been removed from the Program of Studies and has not been offered at SVHS since 2018.

Pick up location/room number: HS 303 Teacher Name: Jessica Friday 

Principal / Supervisor Signature and Date:



5/23/24

Office use:

Date declared _____

Date of disposal _____

Picked up by _____

Disposal method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Deborah Kimball

RE: Surplus / Obsolete Materials & Equipment

DATE: 5/24/24

DESCRIPTION	SERIAL NUMBER	REASON FOR DISPOSAL	Total
<u>1 waffle iron</u>		<u>fell apart</u>	<u>1</u>
<u>Cookie scoop</u>		<u>fell apart</u>	<u>1</u>

Reason:

Pick up location/room number: 111 Teacher Name: Deborah Kimball *DK*

Principal / Supervisor Signature and Date: *Basimani* 5/24/24

Superintendent Signature and Date:

Office use:

Date declared _____ Date of disposal _____

Picked up by _____ Disposal method _____

Saucon Valley School District
Office of the Assistant to the Superintendent

TO: David Bonenberger, Business Manager

FROM: _____ : Superintendent

RE: Surplus / Obsolete Textbooks



SCHOOL: _____

Room Number: _____

Copyright Date	Publisher	Title/Series	Total
2018	Marshall Cavendish Education	MIF Singapore Math Grade 2A Student Book	99
		MIF Singapore Math Grade 2B Student Book	134
		MIF Singapore Math Grade 2A Workbook	42
		MIF Singapore Math Grade 2B Workbook	112
		MIF 2A Teacher's Edition	4
		MIF 2B Teacher's Edition	4
		MIF Grade 2 School to Home Connection	7
		MIF Grade 2 Assessments	3
		MIF Grade 2A Reteach	5
		MIF Grade 2B Reteach	6

Reason: Updated Math in Focus materials coming for 24-25 school year

Pick-up Location: Second Grade Hallway

Principal's/Supervisor's Signature Amy Bf Date 4/5/24

Assistant Superintendent Signature _____ Date _____

Office Use:

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Assistant to the Superintendent

TO: David Bonenberger, Business Manager

FROM: _____ Superintendent

RE: Surplus / Obsolete Textbooks



SCHOOL: _____

Room Number: _____

Copyright Date	Publisher	Title/Series	Total
2018	Marshall Cavendish Education	MIF Grade 2A Enrichment	5
		MIF Grade 2B Enrichment	5
		MIF Grade 2A Extra Practice	5
		MIF Grade 2B Extra Practice	6

Reason: _____

Pick-up Location: _____

Principal's/Supervisor's Signature  Date 6/5/24

Assistant Superintendent Signature _____ Date _____

Office Use:

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: ~~Jaime Vlasaty, Superintendent~~

Kaela Bitting / Kaela Fathy

RE: Surplus / Obsolete Materials & Equipment

DATE: *6/4/24*

JW

<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>	<u>REASON FOR DISPOSAL</u>	<u>Total</u>
Microphone Stands	n/a	not compatible with anything we have	6 pieces
Music Stand	n/a	Soldering broke	1 (2 pieces)
Roland Amplifier	model KC-300	Internally broken and cord is severed	1
Toshiba VHS/DVD player	B28N 0261 4U08 00	broken	1
CD Changer	9335203	broken	1
Projector	ARKC62200097	broken	1
Boxes (2) of microphone pieces / cases	many	broken	many
Korg synthesizer	046671	broken	1
Korg synthesizer	046682	broken	1
Brake dru,	n/a	Too big to be practical, donated	1

Office use:

Date declared _____ Date of disposal _____

Picked up by _____ Disposal method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Cheri Chisesi

RE: Surplus / Obsolete Materials & Equipment

DATE: 6/4/24

DESCRIPTION	SERIAL NUMBER	REASON FOR DISPOSAL	Total
Overhead projector	I-029MB	obsolete - not used	3
graphing calculator			

Reason:

not used -

Pick up location/room number: 110

Teacher Name: Cheri Chisesi

Counter in Room

Principal / Supervisor Signature and Date:

[Signature]

6/4/24

[Signature]

Superintendent Signature and Date:

Office use:

Date declared _____

Date of disposal _____

Picked up by _____

Disposal method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Jaime L. Vlasaty, Superintendent

RE: Surplus / Obsolete Materials

SCHOOL: SVES

Room Number: 4th Grade

Description	Serial Number	Reason for Disposal	Total
FOSSTEACHERS Manual Physical Sound	—	Obsolete	1
Pearson Scott Foresman Nonfiction Reader Sets	1-4182-2396-4	Obsolete	6
Everyday math Teacher manuals	9780021391035		1
Everyday math Student Reference Book	D-07-600013-3	Obsolete	35

Reason: Obsolete

Pick-up Location: 4th Grade Hallway

Principal's/Supervisor's Signature Janey By Date 6/4/24

Superintendent Signature _____ Date _____

Office Use

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Jaime L. Vlasaty, Superintendent

RE: Surplus / Obsolete Materials

SCHOOL: **SVES**

Room Number: **4th Grade**

Description	Serial Number	Reason for Disposal	Total
Dictionary Am First	0-395- 67289-9	No longer used	1
Dictionary School Dictionary	72- 75557		1
Beginning Dictionary	0-395-27400- 1		2
Intermediate Dictionary	0-87779- 479-0		5
Merriam-Webster's School Thesaurus	0-8779- 178-3		8
Merriam-Webster's Intermediate Thesaurus	978-0- 87799-176-8		5
Intermediate Dictionary	978-087779- 679-4		7
Webster School Dictionary	0-87799- 380-8		3
Webster Intermediate Dictionary	978-0- 87779-679-4		7

Reason: Obsolete

Pick-up Location: **4th Grade Hallway**

Principal's/Supervisor's Signature **Amy BT** Date **6/4/24**

Superintendent Signature _____ Date _____

Office Use

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Jaime L. Vlasaty, Superintendent

RE: Surplus / Obsolete Materials

SCHOOL: SVES

Room Number: 4th Grade

Description	Serial Number	Reason for Disposal	Total
Writers Express	0-669-47163-1	Obsolete	103
writers Express Teacher's Supplies	NA	obsolete	5 sets
Destinations in Science	0-201-45540-2	obsolete	194
Reading Streets 4th	0-328-10837-5	obsolete	17
Time for Explore Non Fiction	0-144-67035185	obsolete	1
Foss Science Stories Earth Materials	1-58356-830-0	obsolete	85
Foss Teacher's Guide Earth Materials		obsolete	6
Foss Science Stories Physics of Sound	9,78-1-58356- 840-8	obsolete	60
Foss Teachers manual Earth materials	_____	obsolete	6

Reason: Obsolete

Pick-up Location: 4th Grade Hallway

Principal's/Supervisor's Signature Amy B Date 6/4/24

Superintendent Signature _____ Date _____

Office Use:

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Superintendent

*Math
In Focus*

TO: David Bonenberger, Business Manager

FROM: Jaime L. Vlasaty, Superintendent

RE: Surplus / Obsolete Materials

SCHOOL: **SVES**

Room Number: **4th Grade**

Description	Serial Number	Reason for Disposal	Total
Extra Practice Manual 4B	978-1-328-88132-8	New Series Purchased	5
Reteach Practice 4A	978-1-328-88141-0	"	4
Reteach Practice 4B	978-1-328-88142-7		5
Grade 4 Assessment	978-1-328-88103-8		4
Grade 4 Home-School Math in Focus	978-1-328-88148-9		5
Teacher's Transition	978-1-328-99262-8		4

Reason: Obsolete

Pick-up Location: 4th Grade Hallway

Principal's/Supervisor's Signature *Amy Bt* Date 6/4/24

JAV

Superintendent Signature _____ Date _____

Office Use

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

Saucon Valley School District
Office of the Superintendent

Math In Focus

TO: David Bonenberger, Business Manager

FROM: Jaime L. Vlasaty, Superintendent

RE: Surplus / Obsolete Materials

SCHOOL: **SVES**

Room Number: **4th Grade**

Description	Serial Number	Reason for Disposal	Total
Math in focus Student Book 4B	ISBN 978-1-328-88087-1	New Series Purchased	163
Math in focus Student Book 4A	978-1-328-88086-4	"	111
Student Workbook 4A	978-1-328-88111-3	"	161
Student Workbook 4B	978-1-328-88112-0	"	401
Teachers Manual 4A	978-1-328-88096-3	"	4
Teachers Manual 4B	978-1-328-88097-0	"	4
Enrichment Manual 4A	978-1-328-88121-2	"	5
Enrichment Manual 4B	978-1-328-88122-9	"	5
Extra Practice 4A	978-1-328-88131-1		4

Reason: Obsolete

Pick-up Location: **4th Grade Hallway**

Principal's/Supervisor's Signature *Amy Bf* Date 6/4/24

Superintendent Signature _____ Date _____

Office Use:

Date Declared _____

Date of Disposal _____

Picked Up By _____

Disposal Method _____

ALTERNATE METHOD OF BILLING AND PAYMENTS OF SPONSORING DISTRICT COSTS TO NORTHAMPTON COUNTY AREA COMMUNITY COLLEGE FOR FISCAL YEAR ENDING JUNE 30, 2025

Saucon Valley Area School District requests the Northampton County Area Community College to bill for their share of operating and capital outlays in the amount of \$287,673 in accordance with the terms and conditions as follows:

Operating

The School District agrees to have Northampton County Area Community College to bill for its share of operating expenses for the 2024-2025 fiscal year on a monthly basis as follows:

Total Operating Costs	\$276,525
Percent of Total Commitment	97%
Monthly Payments	\$23,043.75

Capital Outlay

Capital Outlay is payable August 1 each year.

Total Capital Outlay Costs	\$11,148
Percent of Total Commitment	3%

Attest

President, School Board

Date

Attest

Secretary, School Board

Date

Job Order

JOC Contract No.: 2021JOCC-42

New Job Order
 Modify an Existing Job Order

Job Order Number: 123812.01

Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Contact: Jim Deegan Contractor Name: S.J. Thomas Company, Inc.

Phone: 6108387001 Contact: Shane Thomas

Phone: 610-622-3721

Work to be Performed

Work to be performed as per the Final Scope of Work and the Price Proposal dated 01/03/2024, and as per the terms and conditions of JOC Contract No 2021JOCC-42.

Brief Task Order Description:

Install outdoor stadium projection scoreboard. Including engineering, excavation and electrical work

Time of Performance Estimated Start Date: _____
 Estimated Completion Date: _____

Liquidated Damages Will apply: Will NOT apply:

Validation Information

<i>No Adjustment</i>	<i>1.0000</i>
<i>Option 1 - Prevailing Wage Norma.</i>	<i>1.1200</i>

Job Order Firm Fixed Price: \$55,089.43

Owner Purchase Order: _____

Approvals

 Project Manager Date

 Contractor Representative Date

 Agency Representative Date

 Agency Representative Date

 Agency Representative Date

 Agency Representative Date

Scope of Work

To: Jim Deegan
KPN - Saucon Valley School District
No Address Input

6108387001

From: Shane Thomas
S.J. Thomas Company, Inc.
140 Bartram Ave.
Lansdowne, PA 19014
(610) 622-3720

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

This scope of work is base off our interoperation of the drawings provided . Electrical scope of work: Provision of demolition of existing electrical equipment at existing scoreboard. Existing conduits will need to be dug up and cut back to make way for new footers and concrete base for scoreboard. Provision of locating existing underground wiring. Provision and installation of new 3 phase 200-amp electrical panel at base of new scoreboard Provision and installation of new 3 phase 60 amp fused disconnect at base of new scoreboard Provision and installation of new 3 phase 45 KVA transformer at base of new scoreboard. Provision and installation of (2) new in-ground junction boxes. One for line voltage and the other for low voltage. Provision and installation of (2) new rated 4 strand single mode fiber cables from scoreboard to rack location. provision and installation of (1) new rated 4 strand single mode fiber from rack location to press box. Provision and installation of (2) cat6 cable from rack to press box. Provision and installation of (1) Beldon 9502 cable from rack to press box. Provision and installation of (2) quad receptacles at new equipment rack areas. Provision and installation of new 2" pvc conduit for new fiber out to scoreboard. Provision and installation of new 3 phase 480V 60amp breaker. Provision and installation of fiber termination as per drawings. Clarifications: Cut back of the electrical conduits at the scoreboard are based on them being located in the grass area and not under the asphalt. Installation of new electrical equipment will be located on new concrete base for new scoreboard. All low voltage cable shall be ran exposed in bridle rings in mechanical room and upper level. The intent is to reuse existing feeds to existing scoreboard. These feeds will be relocated from the 120/208 panel they are currently located in, to the 277/480 panel. All low voltage wiring shall be located in the same bridle rings. Exclusions: Low voltage equipment Low voltage cable terminations Concrete pads Saw cutting Electrical connections to scoreboard. Engineered drawings Permit cost Inspection cost
Subject to the terms and conditions of JOC Contract 2021JOCC-42.

Jim Deegan, Requestor

Date

Shane Thomas, Project Manager

Date

Contractor's Cost Proposal - Summary (L/E/M)

Date: June 05, 2024

Re: IQC Master Contract #: 2021JOCC-42
JOC Work Order #: 123812.01
Owner PO #:
Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL
Contractor: S.J. Thomas Company, Inc.
Proposal Value: \$55,089.43

Bond **\$1,080.18**

Electrical **\$54,009.25**

Proposal Total **\$55,089.43**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %

Contractor's Cost Proposal - Detail (L/E/M)

Date: June 05, 2024

Re: IQC Master Contract #: 2021JOCC-42
 JOC Work Order #: 123812.01
 Owner PO #:
 Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL
 Contractor: S.J. Thomas Company, Inc.
 Proposal Value: \$55,089.43

Sect.	Item	Mod.	UOM	Description	Line Total		
Labor	Equip.	Material	(Excludes)				
Bond							
1	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	\$1,080.18		
			Installation	Quantity 1,080.18 x	Unit Price 1.00 x	Factor 1.0000 =	Total 1,080.18
			Bond				
Subtotal for Bond					\$1,080.18		
Electrical							
2	01 22 20 00 0010		HR	Electrician For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,389.09		
			Installation	Quantity 16.00 x	Unit Price 133.32 x	Factor 1.1200 =	Total 2,389.09
				Hour to work in upper cat walk area			
3	01 22 20 00 0010		HR	Electrician For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$1,194.55		
			Installation	Quantity 8.00 x	Unit Price 133.32 x	Factor 1.1200 =	Total 1,194.55
				Hours to rework conduit to remain at scoreboard.			
4	01 22 23 00 0278		DAY	3/8 CY Hydraulic Excavator With Full-Time Operator	\$4,173.72		
			Installation	Quantity 3.00 x	Unit Price 1,242.18 x	Factor 1.1200 =	Total 4,173.72
				Hours to dig up and cut back existing conduit and wiring out by scoreboard			
5	01 71 36 00 0004		EA	>1 To 4 Hours On Site, Electromagnetic (SIR/GPR) Survey, Earth, Concrete, Masonry Or Asphalt	\$1,798.37		
			Installation	Quantity 1.00 x	Unit Price 1,605.69 x	Factor 1.1200 =	Total 1,798.37
				GPRS location services			
6	02 41 19 13 0041		EA	Drill 3" Diameter Core In >4" To 6" Concrete	\$268.56		
			Installation	Quantity 3.00 x	Unit Price 79.93 x	Factor 1.1200 =	Total 268.56
				Core wall into mechanical room and up to press box			
7	26 05 19 16 0056		MLF	3 Conductors, #12 AWG, 600 Volt, XLP (XHHW-2), Copper, Stranded, Power Cable, Installed In Conduit	\$323.74		
			Installation	Quantity 0.10 x	Unit Price 2,890.51 x	Factor 1.1200 =	Total 323.74
				Conduit to rework flag pole feed			

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

8	26 05 19 16 0070	MLF	3 Conductors, #4 AWG, 600 Volt, XLP (XHHW-2), Copper, Stranded, Power Cable, Installed In Conduit						\$1,461.81
		Installation	Quantity	Unit Price	Factor	=	Total		
			0.15	8,701.22	x	1.1200	=	1,461.80	
			wire to feed new score board						
9	26 05 19 16 0079	MLF	3 Conductors, 3/0 AWG, 600 Volt, XLP (XHHW-2), Copper, Stranded, Power Cable, Installed In Conduit						\$1,912.77
		Installation	Quantity	Unit Price	Factor	=	Total		
			0.06	28,463.90	x	1.1200	=	1,912.77	
			wiring from secondary of transformer						
10	26 05 26 00 0039	MLF	6 AWG Copper Bare Single Solid Conductor						\$50.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			0.03	1,487.95	x	1.1200	=	50.00	
			ground wire						
11	26 05 26 00 0096	EA	5/8" Diameter x 8' Long Copper-Clad Ground Rods						\$256.19
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	114.37	x	1.1200	=	256.19	
			new ground rods						
12	26 05 26 00 0147	EA	5/8" Bronze Ground Rod Clamp						\$60.46
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	26.99	x	1.1200	=	60.46	
			new ground rods						
13	26 05 29 00 0006	EA	>1' To 2' Length x 1-5/8" Wide x 1-5/8" High, 14 Gauge, Steel Unistrut Channel						\$568.96
		Installation	Quantity	Unit Price	Factor	=	Total		
			20.00	25.40	x	1.1200	=	568.96	
			strut to mount boxes and panels						
14	26 05 29 00 0219	EA	3/4" Bolt And Nut Conduit Clip (Minerallac 1B)						\$60.03
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	6.70	x	1.1200	=	60.03	
			conduit supports						
15	26 05 29 00 0223	EA	2" Bolt And Nut Conduit Clip (Minerallac 5B)						\$279.22
		Installation	Quantity	Unit Price	Factor	=	Total		
			30.00	8.31	x	1.1200	=	279.22	
			conduit supports						
16	26 05 29 00 0298	EA	2" Diameter Center, Bridle Ring (Caddy 2BR32)						\$160.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			50.00	2.87	x	1.1200	=	160.72	
			Rings to install fiber in mechanical room						
17	26 05 29 00 0430	EA	3/8" Rod Size, C-Clamp Style Beam Clamp						\$1,126.16
		Installation	Quantity	Unit Price	Factor	=	Total		
			50.00	20.11	x	1.1200	=	1,126.16	
			beam clamps						
18	26 05 33 13 0010	CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 3 #12 Copper THHN And 1 #12 Copper Insulated Grounding Conductor Includes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.						\$1,376.95
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,229.42	x	1.1200	=	1,376.95	
			wiring and conduit for new outlets for racks						

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

19	26	05	33	13	0605	LF	2" Electrical Metallic Tubing (EMT) Conduit									\$514.08
							Installation	Quantity	Unit Price	Factor	=	Total				
								30.00	15.30	1.1200		514.08				
							Conduit to extend existing conduit in mech room									
20	26	05	33	13	0605	0018	MOD	For Installation In Concrete Beam, Slab, Etc. (Excludes Concrete), Add								\$49.39
								Quantity	Unit Price	Factor	=	Total				
							Installation	30.00	1.47	1.1200		49.39				
							Conduit to extend existing conduit in mech room									
21	26	05	33	13	0616		EA	2" Electrical Metallic Tubing (EMT) 90 Degree Elbow								\$115.58
								Quantity	Unit Price	Factor	=	Total				
							Installation	3.00	34.40	1.1200		115.58				
							Conduit to extend existing conduit in mech room									
22	26	05	33	13	0638		EA	2" Electrical Metallic Tubing (EMT) Set Screw Coupling								\$91.88
								Quantity	Unit Price	Factor	=	Total				
							Installation	4.00	20.51	1.1200		91.88				
							Conduit to extend existing conduit in mech room									
23	26	05	33	13	0883		LF	3/4" Schedule 40 Polyvinyl Chloride (PVC) Conduit With Coupled End								\$680.96
								Quantity	Unit Price	Factor	=	Total				
							Installation	100.00	6.08	1.1200		680.96				
							Conduit to rework flag pole feed									
24	26	05	33	13	0887		LF	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit With Coupled End								\$2,905.39
								Quantity	Unit Price	Factor	=	Total				
							Installation	200.00	12.45	1.1200		2,788.80				
							Demolition	30.00	3.47	1.1200		116.59				
							conduit run for fiber out to scoreboard									
25	26	05	33	13	0887	0042	MOD	For Schedule 80, Add								\$490.56
								Quantity	Unit Price	Factor	=	Total				
							Installation	200.00	2.19	1.1200		490.56				
26	26	05	33	13	0896		EA	3/4" Schedule 40 Polyvinyl Chloride (PVC) Conduit 90 Degree ElbowSee CSI section 26 05 33 13-1721 for conduit field bending.								\$57.30
								Quantity	Unit Price	Factor	=	Total				
							Installation	2.00	25.58	1.1200		57.30				
							Conduit to rework flag pole feed									
27	26	05	33	13	0900		EA	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit 90 Degree ElbowSee CSI section 26 05 33 13-1721 for conduit field bending.								\$137.87
								Quantity	Unit Price	Factor	=	Total				
							Installation	2.00	61.55	1.1200		137.87				
							conduit run for fiber out to scoreboard									
28	26	05	33	13	0900	0042	MOD	For Schedule 80, Add								\$17.94
								Quantity	Unit Price	Factor	=	Total				
							Installation	2.00	8.01	1.1200		17.94				
29	26	05	33	13	0909		EA	3/4" Schedule 40 Polyvinyl Chloride (PVC) Conduit 45 Degree ElbowSee CSI section 26 05 33 13-1721 for conduit field bending.								\$57.05
								Quantity	Unit Price	Factor	=	Total				
							Installation	2.00	25.47	1.1200		57.05				
							Conduit to rework flag pole feed									
30	26	05	33	13	0913		EA	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit 45 Degree ElbowSee CSI section 26 05 33 13-1721 for conduit field bending.								\$136.73
								Quantity	Unit Price	Factor	=	Total				
							Installation	2.00	61.04	1.1200		136.73				
							conduit run for fiber out to scoreboard									

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

31	26	05	33	13	0913	0042	MOD	For Schedule 80, Add										\$17.54
							Installation	Quantity		Unit Price		Factor	=	Total				
								2.00	x	7.83	x	1.1200	=	17.54				
32	26	05	33	13	1014		EA	2" Polyvinyl Chloride (PVC) Type C, LB, LR Or LL, Two Hub Conduit Body With Cover										\$141.92
							Installation	Quantity		Unit Price		Factor	=	Total				
								1.00	x	126.71	x	1.1200	=	141.92				
								conduit run for fiber out to scoreboard										
33	26	05	33	13	1032		EA	2" Polyvinyl Chloride (PVC) Conduit Expansion Joint										\$192.33
							Installation	Quantity		Unit Price		Factor	=	Total				
								1.00	x	171.72	x	1.1200	=	192.33				
								conduit run for fiber out to scoreboard										
34	26	05	33	13	1268		LF	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit With Coupled End, Direct Burial										\$485.52
							Installation	Quantity		Unit Price		Factor	=	Total				
								50.00	x	8.67	x	1.1200	=	485.52				
								conduit to rework existing power feeds out by score board										
35	26	05	33	13	1281		EA	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit 90 Degree Elbow, Direct Burial										\$275.74
							Installation	Quantity		Unit Price		Factor	=	Total				
								4.00	x	61.55	x	1.1200	=	275.74				
								conduit to rework existing power feeds out by score board										
36	26	05	33	13	1294		EA	2" Schedule 40 Polyvinyl Chloride (PVC) Conduit 45 Degree Elbow, Direct Burial										\$273.46
							Installation	Quantity		Unit Price		Factor	=	Total				
								4.00	x	61.04	x	1.1200	=	273.46				
								conduit to rework existing power feeds out by score board										
37	26	05	33	13	1333		EA	2" Polyvinyl Chloride (PVC) Conduit Male Terminal Adapter, Direct Burial										\$63.48
							Installation	Quantity		Unit Price		Factor	=	Total				
								2.00	x	28.34	x	1.1200	=	63.48				
								conduit to rework existing power feeds out by score board										
38	26	05	33	13	1751		LF	1" Flexible Liquid Tight Metallic Conduit										\$89.04
							Installation	Quantity		Unit Price		Factor	=	Total				
								10.00	x	7.95	x	1.1200	=	89.04				
								wireway for disconnect and transformer										
39	26	05	33	13	1754		LF	2" Flexible Liquid Tight Metallic Conduit										\$194.32
							Installation	Quantity		Unit Price		Factor	=	Total				
								10.00	x	17.35	x	1.1200	=	194.32				
								wireway for disconnect and transformer										
40	26	05	33	13	1762		EA	1" Straight Liquid Tight Connector										\$24.30
							Installation	Quantity		Unit Price		Factor	=	Total				
								1.00	x	21.70	x	1.1200	=	24.30				
								wireway for disconnect and transformer										
41	26	05	33	13	1765		EA	2" Straight Liquid Tight Connector										\$54.00
							Installation	Quantity		Unit Price		Factor	=	Total				
								1.00	x	48.21	x	1.1200	=	54.00				
								wireway for disconnect and transformer										
42	26	05	33	13	1773		EA	1" 90 Degree Angle Liquid Tight Connector										\$36.29
							Installation	Quantity		Unit Price		Factor	=	Total				
								1.00	x	32.40	x	1.1200	=	36.29				
								wireway for disconnect and transformer										

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

43	26 05 33 13 1776	EA	2" 90 Degree Angle Liquid Tight Connector							\$72.72
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	64.93	1.1200		72.72		
			wireway for disconnect and transformer							
44	26 05 33 13 1980	EA	2" Type C, Threaded, Two Hub Cast Aluminum Conduit Body With Cover							\$190.94
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	170.48	1.1200		190.94		
			wireway for disconnect and transformer							
45	26 05 83 00 0124	EA	3 Port, #14 to 2/0, Push On Gel Stub Splice KitKit contains connector, gel filled cap and cap clamp.							\$221.42
			Installation	Quantity	Unit Price	Factor	=	Total		
				3.00	65.90	1.1200		221.42		
			insulated bugs to splice existing feeds							
46	26 22 13 00 0104	EA	45 KVA, 480 x 208 Y / 120 Volt, Transformer, 3 Phase, 60 Hertz, General Purpose, Dry							\$7,531.40
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	6,724.46	1.1200		7,531.40		
			new transformer mounted underscore board							
47	26 22 13 00 0204	EA	45-112.5 KVA 3 Phase Weathershields With DT-3, DS-3, Set Of 2							\$955.01
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	852.69	1.1200		955.01		
			new transformer mounted underscore board							
48	26 24 13 00 0120	EA	15 To 60 Amperes, 480/277 Volt, MC Branch Breaker							\$739.69
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	660.44	1.1200		739.69		
			new 480v breaker to feed transformer							
49	26 24 13 00 0120 0272	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add							\$27.48
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	24.54	1.1200		27.48		
50	26 24 16 00 0082	EA	225 Ampere Rating, 120/208 Volt, 4 Wire, 3 Phase, >100 To 225 Ampere Main Breaker, 42 Circuit Capacity Assembled Panelboard With Thirty-Two 20 Ampere Breakers							\$5,876.64
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	5,247.00	1.1200		5,876.64		
			New panel under scoreboard							
51	26 24 16 00 0082 0119	MOD	For NEMA 3R Panelboard, Add							\$2,117.88
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	1,890.96	1.1200		2,117.88		
52	26 27 16 00 0071	EA	12" x 12" x 8" Screw Cover, Galvanized Steel NEMA 1 Enclosure							\$216.14
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	192.98	1.1200		216.14		
			junction box to reroute existing feed in mech room							
53	26 27 16 00 0129	EA	18" x 18" x 6" Screw Cover, Galvanized Steel NEMA 12 Enclosure							\$2,559.58
			Installation	Quantity	Unit Price	Factor	=	Total		
				2.00	1,142.67	1.1200		2,559.58		
			Used as QUAZITE Underground Enclosure							
54	26 27 16 00 0249	EA	12" x 12" x 4", Screw Cover, Galvanized Steel NEMA 3R Enclosure							\$629.50
			Installation	Quantity	Unit Price	Factor	=	Total		
				3.00	187.35	1.1200		629.50		
			junction box for outside feeds							

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

55	26	27	26	00	0005	EA	20 Amperes, 1 Gang, NEMA 5-20, Duplex Receptacle Assembly									\$269.18
							Installation	Quantity	Unit Price	Factor	=	Total				
								2.00	120.17	1.1200		269.18				
								2 new outlets for racks in mech room								
56	26	28	13	00	0061	EA	60 Amperes, 600 Volt AC, 200 kAmp I.R., Ferrule Type, Class RK1, Time Delay Fuse									\$256.27
							Installation	Quantity	Unit Price	Factor	=	Total				
								3.00	76.27	1.1200		256.27				
								Fuses for disconnect								
57	26	28	16	13	0003	EA	1 Pole, 120/240 Volt, 15 To 30 Amperes, Branch Circuit Breaker, 10,000 Amperes Interrupting Capacity									\$141.03
							Installation	Quantity	Unit Price	Factor	=	Total				
								2.00	62.96	1.1200		141.03				
								breakers to feed new outlets								
58	26	28	16	13	0003	0124	MOD	For Bolt-On, Add								\$38.66
							Installation	Quantity	Unit Price	Factor	=	Total				
								2.00	17.26	1.1200		38.66				
59	26	28	16	13	0003	0272	MOD	For Personal Protective Equipment (Arc Flash) When Working On Energized Equipment, Add								\$36.04
							Installation	Quantity	Unit Price	Factor	=	Total				
								2.00	16.09	1.1200		36.04				
60	26	28	16	16	0181	EA	60 Amperes, 600 Volt Class, 3 Phase, 3 Wire, 3 Blades And Fuseholders, Heavy Duty Fusible, NEMA 3R Enclosure, Neutral Kit, Bolt-On Hubs, Safety Switch									\$1,762.50
							Installation	Quantity	Unit Price	Factor	=	Total				
								1.00	1,573.66	1.1200		1,762.50				
								New disconnect to feed new transformer								
61	27	15	13	00	0104	MLF	4-Pair Solid UTP, 23 AWG, Category 6, Indoor Telecommunications Riser Cable, Installed Exposed									\$1,444.63
							Installation	Quantity	Unit Price	Factor	=	Total				
								0.50	2,579.70	1.1200		1,444.63				
								new cat6 cable and beldon cable as requested								
62	27	15	13	00	0104	0163	MOD	For Work In Restricted Working Space, Add								\$315.38
							Installation	Quantity	Unit Price	Factor	=	Total				
								0.50	563.18	1.1200		315.38				
63	27	15	23	00	0438	MLF	8-Fiber, Singlemode, Single Jacket Loose Tube, Outdoor Fiber Optic Cable, Buried In Trench									\$1,173.22
							Installation	Quantity	Unit Price	Factor	=	Total				
								0.50	2,095.04	1.1200		1,173.22				
								New fiber out to scoreboard and up to press box								
64	27	16	19	00	0015	EA	SC To SC Connectors, 1 Meter Length, Singlemode, Duplex Fiber Optic Patch Cable									\$714.47
							Installation	Quantity	Unit Price	Factor	=	Total				
								8.00	79.74	1.1200		714.47				
								Fiber termination								
65	31	05	13	00	0004	CY	3/8" Minus, ASTM C33, Screened/Washed Bedding Sand									\$188.56
							Installation	Quantity	Unit Price	Factor	=	Total				
								3.00	56.12	1.1200		188.56				
								sand for new trench and in ground junction boxes								

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.01
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard EL

Electrical

66	31 23 16 13 0007	CY	Excavation For Trenching By Hand In SoilIncludes stockpiling excess materials and trimming sides and bottom of trench.	\$1,966.94																				
			<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">Quantity</td> <td></td> <td style="text-align: right;">Unit Price</td> <td></td> <td style="text-align: right;">Factor</td> <td></td> <td style="text-align: right;">Total</td> </tr> <tr> <td style="text-align: right;">Installation</td> <td style="text-align: center;">15.00</td> <td style="text-align: center;">x</td> <td style="text-align: center;">117.08</td> <td style="text-align: center;">x</td> <td style="text-align: center;">1.1200</td> <td style="text-align: center;">=</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">1,966.94</td> </tr> </table>	Quantity		Unit Price		Factor		Total	Installation	15.00	x	117.08	x	1.1200	=							1,966.94
Quantity		Unit Price		Factor		Total																		
Installation	15.00	x	117.08	x	1.1200	=																		
						1,966.94																		
			Hand did to locate existing conduits and rework flag pole feed																					

Subtotal for Electrical **\$54,009.25**

Proposal Total **\$55,089.43**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %



Saucon Valley School District

2097 Polk Valley Road, Hellertown, PA 18055-2400
District Office/Business Office: 610-838-7001
District Office Fax: 610-838-6419 Business Office Fax: 610-838-6661

June 11, 2024

Authorized Official Resolution

Be it RESOLVED, that the Saucon Valley School District of Northampton County hereby request a Public School Facility Improvement Grant of \$614,020.19 from the Commonwealth Financing Authority to be used for Saucon Valley High School: Auditorium Wall Panel Replacement and Masonry Rehabilitation projects.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Mr. James Deegan, Supervisor of Campus Operations and Mr. David Bonenberger, Director of Fiscal and Operations Management as the official(s) to execute all documents and agreements between the Saucon Valley School District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Judith Riegel, duly qualified Secretary of the Saucon Valley School District, Northampton County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Saucon Valley School District School Board at a regular meeting held June 11, 2024 and said Resolution has been recorded in the Minutes of the Saucon Valley School District and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Saucon Valley School District, this 11th day of June, 2024.

Saucon Valley School District

Northampton County, PA

Judith Riegel, School Board Secretary

Jaime L. Vlasaty, M. Ed.
Superintendent

David J. Bonenberger, PCSBA
Business Manager

HEART
HATE

The Saucon Valley School District, an equal opportunity employer, will not discriminate in employment, educational programs or activities, based on race, sex, handicap, or because a person is a disabled veteran. This policy of nondiscrimination extends to other applicable classifications as may be required by law. Publication of this policy is in accordance with State and Federal laws including the Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and Title VI and VII of the Civil Rights Act of 1964. We further affirm that all curriculum offerings and student enrollment practices will be handled without discrimination based on sex, race, religion, national origin, or non-job-related handicaps or disabilities.

Scope of Work

To: Jim Deegan
KPN - Saucon Valley School District
No Address Input

6108387001

From: Amy Navratil
Lobar Associates Construction
4 Barlo Circle
Dillsburg, PA 17019
(717) 432-3429

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

- Provide Lobar Associates coordination -Mobilize tools and equipment -Provide and install a new scoreboard as per the attached proposal from MTG -Provide and install a new sound system as per the attached proposal from MTG
 - Remove the existing steel structure and scoreboard -Provide and install a new PE stamped steel scoreboard support structure -Daily Cleanup of construction site -Demobilize tools and equipment -Includes prevailing labor rates utilized for all trades required by PA state law -Includes construction activities Insurance as per attached insurance certificate-
 - Excludes permitting fees -Excludes all utilities hook ups -Excludes hazardous Materials/Conditions and/or Remediation
 - Excludes unforeseen Materials/Conditions -Excludes extreme weather conditions and associated costs -Excludes holiday working hours/overtime -Excludes asbestos testing or removal -Excludes rock removal -Proposal is based on work being performed during work hours 7:00 am – 3:30 pm Monday thru Friday -All testing by others - Executed AIA Substantial Completion is required upon completion of the area/areas before occupancy -Any work not specifically stated above is not part of this proposal
- Subject to the terms and conditions of JOC Contract 2021JOCC-41.

Jim Deegan, Requestor

Date

Amy Navratil,

Date

Contractor's Cost Proposal - Summary (L/E/M)

Date: June 10, 2024

Re: IQC Master Contract #: 2021JOCC-41
JOC Work Order #: 123812.00
Owner PO #:
Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC
Contractor: Lobar Associates Construction
Proposal Value: \$91,525.63

General Conditions **\$1,708.58**

Support Structure **\$89,817.05**

Proposal Total **\$91,525.63**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %

Contractor's Cost Proposal - Detail (L/E/M)

Date: June 10, 2024

Re: IQC Master Contract #: 2021JOCC-41
 JOC Work Order #: 123812.00
 Owner PO #:
 Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC
 Contractor: Lobar Associates Construction
 Proposal Value: \$91,525.63

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
General Conditions					
1	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	\$993.60
			Installation	Quantity 993.60 x Unit Price 1.00 x Factor 1.0000 =	Total 993.60
			Bonding		
2	01 74 19 00 0013		EA	30 CY Dumpster (4 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$714.98
			Installation	Quantity 1.00 x Unit Price 649.98 x Factor 1.1000 =	Total 714.98
			Dumpster for scoreboard and construction debris		
Subtotal for General Conditions					\$1,708.58
Support Structure					
3	01 22 20 00 0016		HR	Laborer For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$1,363.12
			Installation	Quantity 16.00 x Unit Price 77.45 x Factor 1.1000 =	Total 1,363.12
			labor to remove existing scoreboard		
4	01 22 20 00 0045		HR	On-Site Certified Materials Testing Technician	\$2,305.25
			Installation	Quantity 24.00 x Unit Price 87.32 x Factor 1.1000 =	Total 2,305.25
			Special inspections of structural steel		
5	01 22 23 00 0028		DAY	60' Engine Powered, Articulating (Up/Over) Boom Man Lift With Platform	\$1,337.09
			Installation	Quantity 2.00 x Unit Price 607.77 x Factor 1.1000 =	Total 1,337.09
			2 lifts for 2 days for placement of steel tubing and bracing for columns		
6	01 22 23 00 0028		DAY	60' Engine Powered, Articulating (Up/Over) Boom Man Lift With Platform	\$1,337.09
			Installation	Quantity 2.00 x Unit Price 607.77 x Factor 1.1000 =	Total 1,337.09
7	01 22 23 00 0302		DAY	2 To 2-3/8 CY Hydraulic Excavator With Full-Time Operator	\$2,327.50
			Installation	Quantity 1.00 x Unit Price 2,115.91 x Factor 1.1000 =	Total 2,327.50
			Excavator to remove existing steel		
8	01 22 23 00 0323		DAY	3,000 Ft-Lb Hydraulic Hammer Attachment For Hydraulic Excavators	\$1,047.06
			Installation	Quantity 1.00 x Unit Price 951.87 x Factor 1.1000 =	Total 1,047.06
			Excavator hammer for removal of existing scoreboard steel		

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

9	01 22 23 00 0752	DAY	20 To 25 Ton Lift, Truck Mounted Hydraulic Crane With Full-Time Operator						\$1,869.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,699.71	1.1000		1,869.68		
			Crane to set steel columns						
10	01 22 23 00 0823	DAY	10,000 LB Telescopic Boom, Hi-Reach, Rough Terrain Construction Forklift With Full-Time Operator						\$1,778.82
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,617.11	1.1000		1,778.82		
			Lift to remove columns						
11	01 22 23 00 0823	DAY	10,000 LB Telescopic Boom, Hi-Reach, Rough Terrain Construction Forklift With Full-Time Operator						\$3,557.64
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	1,617.11	1.1000		3,557.64		
			Lift for placement of tubing and to assist in demo						
12	01 71 13 00 0003	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' BedIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.						\$4,575.88
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00	1,386.63	1.1000		4,575.88		
			Mob/demob of lifts 2x, and steel structure						
13	01 71 13 00 0003	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' BedIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.						\$1,525.29
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,386.63	1.1000		1,525.29		
			Mob/demob of excavator						
14	01 71 13 00 0005	EA	Up To 20 Ton Lift Move On/Off Cost, Hydraulic CraneIncludes delivery and pickup.						\$455.46
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	414.05	1.1000		455.46		
			Mob/Demob the crane						
15	01 74 19 00 0030	CY	Mixed Asphalt, Concrete, Gravel And Subgrade Material, Landfill Dump Fee						\$1,019.13
		Installation	Quantity	Unit Price	Factor	=	Total		
			37.00	25.04	1.1000		1,019.13		
			Excavation spoils hauling						
16	01 74 19 00 0033	CYM	Hauling On Paved Roads, First 15 Miles						\$634.92
		Installation	Quantity	Unit Price	Factor	=	Total		
			555.00	1.04	1.1000		634.92		
			Hauling excavation spoils off site						
17	01 74 19 00 0034	CYM	Hauling On Paved Roads, Miles Over Initial 15 Miles						\$421.25
		Installation	Quantity	Unit Price	Factor	=	Total		
			555.00	0.69	1.1000		421.25		
			Hauling excavation spoils off site						

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

18	03 15 19 00 0077	EA	1-1/2" Diameter x 18" Length, Plain Steel, L-Type Cast In Place Anchor Bolt						\$1,015.52	
			Installation	Quantity	Unit Price	Factor	=	Total		
				16.00	57.70	1.1000		1,015.52		
			Anchor bolts							
19	03 15 19 00 0077 0081	MOD	For Galvanized, Add						\$343.55	
			Installation	Quantity	Unit Price	Factor	=	Total		
				16.00	19.52	1.1000		343.55		
20	03 21 11 00 0092	LF	#7, Grade 60, Footings, Steel Reinforcement Bar						\$1,581.27	
			Installation	Quantity	Unit Price	Factor	=	Total		
				476.00	3.02	1.1000		1,581.27		
			Reinforcement for footing							
21	03 31 13 00 0019	CY	Direct Chute, Place 3,000 PSI Concrete Spread Footings						\$8,152.62	
			Installation	Quantity	Unit Price	Factor	=	Total		
				37.00	200.31	1.1000		8,152.62		
			Concrete for footing, 37'L x 9'W x 3'D.							
22	03 31 13 00 0019 0026	MOD	For 3,500 PSI Concrete, Add						\$249.49	
			Installation	Quantity	Unit Price	Factor	=	Total		
				37.00	6.13	1.1000		249.49		
23	03 31 13 00 0019 0038	MOD	For >20 To 50, Add						\$474.16	
			Installation	Quantity	Unit Price	Factor	=	Total		
				37.00	11.65	1.1000		474.16		
24	03 35 13 00 0004	SF	Broom, Concrete Floor Finish						\$516.48	
			Installation	Quantity	Unit Price	Factor	=	Total		
				333.00	1.41	1.1000		516.48		
			finishing concrete							
25	03 35 13 00 0004 0049	MOD	For >250 To 500, Add						\$128.21	
			Installation	Quantity	Unit Price	Factor	=	Total		
				333.00	0.35	1.1000		128.21		
26	03 35 19 00 0004	SF	Clear Acrylic Sealer, Hardener And Dustproofer						\$131.87	
			Installation	Quantity	Unit Price	Factor	=	Total		
				333.00	0.36	1.1000		131.87		
			Concrete sealer							
27	03 62 13 00 0002	SF	1" Deep, Fluid Type, Non-Metallic Non-Shrink Grout For Bases						\$367.75	
			Installation	Quantity	Unit Price	Factor	=	Total		
				13.33	25.08	1.1000		367.75		
			Non shrink grout for bases							
28	05 05 21 00 0006	EA	>15 Spot Weldings, Welds Up To 1" Length Each						\$357.98	
			Installation	Quantity	Unit Price	Factor	=	Total		
				32.00	10.17	1.1000		357.98		
			Weld nuts to anchor bolts and weld washer to base plate							
29	05 05 21 00 0024	LF	1/4" Horizontal Or Flat Fillet Weld						\$2,011.91	
			Installation	Quantity	Unit Price	Factor	=	Total		
				90.50	20.21	1.1000		2,011.91		
			Welding 4x4HSS to outrigger. Weld outrigger to 1.5x1.5HSS per detail 3. Weld caps on the end of all HSS							
30	05 05 21 00 0026	LF	3/8" Horizontal Or Flat Fillet Weld						\$890.74	
			Installation	Quantity	Unit Price	Factor	=	Total		
				24.00	33.74	1.1000		890.74		
			Weld base plates to columns							

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

31	05 05 21 00 0026	0011	MOD	For Up To 25, Add							\$298.32
				Installation	Quantity	Unit Price	Factor	=	Total		
					24.00	x 11.30	x 1.1000	=	298.32		
32	05 05 23 00 0063		EA	3/4" Diameter x 4" Long, Galvanized A325 High Strength Structural Bolt							\$1,049.66
				Installation	Quantity	Unit Price	Factor	=	Total		
					48.00	x 19.88	x 1.1000	=	1,049.66		
				Bolts for fastening square tubing to steel columns							
33	05 05 23 00 1344		EA	3/4" Diameter, Hot Dipped Galvanized Steel, Low Carbon/Grade 2 Hex Nut							\$85.54
				Installation	Quantity	Unit Price	Factor	=	Total		
					48.00	x 1.62	x 1.1000	=	85.54		
				Nuts for fastening square tubing to steel columns							
34	05 05 23 00 1568		EA	Up To 1/2" Diameter Drill Through Up To 1/4" Steel Plate							\$1,011.65
				Installation	Quantity	Unit Price	Factor	=	Total		
					48.00	x 19.16	x 1.1000	=	1,011.65		
				Drill holes in 3/8" steel plate that is welded to the 4x4HSS for horizontal supports							
35	05 05 23 00 1569		EA	>1/2" To 7/8" Diameter Drill Through Up To 1/4" Steel Plate							\$396.70
				Installation	Quantity	Unit Price	Factor	=	Total		
					16.00	x 22.54	x 1.1000	=	396.70		
				Drill Holes for baseplate							
36	05 05 23 00 1569		EA	>1/2" To 7/8" Diameter Drill Through Up To 1/4" Steel Plate							\$1,190.11
				Installation	Quantity	Unit Price	Factor	=	Total		
					48.00	x 22.54	x 1.1000	=	1,190.11		
				Drill holes in steel beams for bolts to anchor steel tubing to steel columns.							
37	05 12 23 00 0075		TON	2" x 2" Weight Range 4-6 LB/LF Structural Tubing - Square							\$5,322.73
				Installation	Quantity	Unit Price	Factor	=	Total		
					0.45	x 10,808.23	x 1.1000	=	5,322.73		
				Steel tubing to connect to horizontal 4x4 tubing for vertical supports. Perpendicular supports welded to tube steel per detail 3.							
38	05 12 23 00 0075	0003	MOD	For Hot Dip Galvanizing, Add							\$1,420.25
				Installation	Quantity	Unit Price	Factor	=	Total		
					0.45	x 2,883.94	x 1.1000	=	1,420.25		
39	05 12 23 00 0079		TON	4" x 4" Weight Range 10-22 LB/LF Structural Tubing - Square							\$5,173.32
				Installation	Quantity	Unit Price	Factor	=	Total		
					0.61	x 7,773.59	x 1.1000	=	5,173.32		
				Structural Steel Tubing to mount to steel columns							
40	05 12 23 00 0079	0003	MOD	For Hot Dip Galvanizing, Add							\$1,259.03
				Installation	Quantity	Unit Price	Factor	=	Total		
					0.61	x 1,891.86	x 1.1000	=	1,259.03		
41	05 12 23 00 0114		SF	Brush Applied Cold Galvanizing							\$58.41
				Installation	Quantity	Unit Price	Factor	=	Total		
					30.00	x 1.77	x 1.1000	=	58.41		
				Touch up field welded spots							
42	05 12 23 00 0163		LF	W12 x 65 A992/A36 Structural Column							\$19,021.20
				Installation	Quantity	Unit Price	Factor	=	Total		
					120.00	x 144.10	x 1.1000	=	19,021.20		
				Structural steel columns							

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

43	05 12 23 00 0163	0004	MOD	For Hot Dip Galvanizing, Add								\$4,356.00
				Installation	Quantity	Unit Price	Factor	=	Total			
					120.00	33.00	1.1000		4,356.00	x	x	
44	05 12 23 00 0759		SF	1/4" Thick Flat Steel Plate								\$198.74
				Installation	Quantity	Unit Price	Factor	=	Total			
					7.50	24.09	1.1000		198.74	x	x	
				Plates for the ends of the HSS tubing								
45	05 12 23 00 0759	0031	MOD	For Galvanized Steel, Add								\$167.95
				Installation	Quantity	Unit Price	Factor	=	Total			
					20.83	7.33	1.1000		167.95	x	x	
46	05 12 23 00 0759		SF	1/4" Thick Flat Steel Plate								\$353.23
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.33	24.09	1.1000		353.23	x	x	
				Leveling plates								
47	05 12 23 00 0759	0031	MOD	For Galvanized Steel, Add								\$107.48
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.33	7.33	1.1000		107.48	x	x	
48	05 12 23 00 0760		SF	3/8" Thick Flat Steel Plate								\$284.68
				Installation	Quantity	Unit Price	Factor	=	Total			
					8.00	32.35	1.1000		284.68	x	x	
				Steel plate for connecting to 4x4 hss tubing								
49	05 12 23 00 0760	0031	MOD	For Galvanized Steel, Add								\$101.20
				Installation	Quantity	Unit Price	Factor	=	Total			
					8.00	11.50	1.1000		101.20	x	x	
50	05 12 23 00 0762		SF	3/4" Thick Flat Steel Plate								\$913.65
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.33	62.31	1.1000		913.65	x	x	
				Base plate steel								
51	05 12 23 00 0762	0031	MOD	For Galvanized Steel, Add								\$393.85
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.33	26.86	1.1000		393.85	x	x	
52	31 05 16 00 0025		TON	PA DOT 2A And 2A Modified Stone								\$401.69
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.00	28.09	1.1000		401.69	x	x	
				Stone for base								
53	31 05 16 00 0025	0087	MOD	For Up To 14, Add								\$112.68
				Installation	Quantity	Unit Price	Factor	=	Total			
					13.00	7.88	1.1000		112.68	x	x	
54	31 23 16 36 0007		CY	Excavation For Building Foundations And Other Structures By Hydraulic Excavator, Backhoe, Loader in Loose RockIncludes compacted aggregate								\$320.76
				Installation	Quantity	Unit Price	Factor	=	Total			
					36.00	8.10	1.1000		320.76	x	x	
				Excavation for footer, machine work								
55	31 23 16 36 0007	0004	MOD	For >20 To 50, Add								\$240.77
				Installation	Quantity	Unit Price	Factor	=	Total			
					36.00	6.08	1.1000		240.77	x	x	

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

56	31 23 16 36 0010	CY	Excavation For Building Foundations And Other Structures By Hand in Loose Rock Includes compacted aggregate						\$220.91	
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	200.83	x	1.1000	=	220.91		
			Excavation for footer, hand work							
57	31 23 16 36 0017	CY	Backfilling Around Building Foundations And Other Structures By Skid-Steer Loader						\$24.09	
		Installation	Quantity	Unit Price	Factor	=	Total			
			5.00	4.38	x	1.1000	=	24.09		
			Backfill around the foundation, machine work							
58	31 23 16 36 0017 0007	MOD	For Up To 20, Add						\$24.09	
		Installation	Quantity	Unit Price	Factor	=	Total			
			5.00	4.38	x	1.1000	=	24.09		
59	31 23 16 36 0019	CY	Backfilling Around Building Foundations And Other Structures By Hand						\$61.33	
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	55.75	x	1.1000	=	61.33		
			Backfill around the foundation, hand work							
60	31 23 16 36 0021	CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera						\$225.30	
		Installation	Quantity	Unit Price	Factor	=	Total			
			19.00	10.78	x	1.1000	=	225.30		
			Compaction of stone and subgrade prior to concrete placement machine work							
61	31 23 16 36 0021 0011	MOD	For Up To 20, Add						\$225.30	
		Installation	Quantity	Unit Price	Factor	=	Total			
			19.00	10.78	x	1.1000	=	225.30		
62	31 23 16 36 0022	CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Hand						\$40.35	
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	36.68	x	1.1000	=	40.35		
			Compaction of stone and subgrade prior to concrete placement hand work							
63	31 23 16 36 0024	SY	Rough Grading For Building Foundations And Other Structures by Machine						\$64.35	
		Installation	Quantity	Unit Price	Factor	=	Total			
			50.00	1.17	x	1.1000	=	64.35		
			Rough grading around foundation, machine work							
64	31 23 16 36 0025	SY	Finish Grading For Building Foundations And Other Structures by Machine						\$93.56	
		Installation	Quantity	Unit Price	Factor	=	Total			
			45.00	1.89	x	1.1000	=	93.56		
			Final grading around foundation, machine work							
65	31 23 16 36 0026	SY	Finish Grading For Building Foundations And Other Structures by Hand						\$59.62	
		Installation	Quantity	Unit Price	Factor	=	Total			
			5.00	10.84	x	1.1000	=	59.62		
			Final Grading around foundation hand work							
66	31 23 16 36 0028	CY	Load Excess Material For Removal From Excavation For Building Foundations and Other Structures by Machine						\$290.10	
		Installation	Quantity	Unit Price	Factor	=	Total			
			44.25	5.96	x	1.1000	=	290.10		
			Load excavation spoils for removal, machine work							
67	31 23 16 36 0028 0016	MOD	For >20 To 50, Add						\$217.58	
		Installation	Quantity	Unit Price	Factor	=	Total			
			44.25	4.47	x	1.1000	=	217.58		

Contractor's Cost Proposal - Detail (L/E/M) Continues..

Job Order No: 123812.00
Job Order Title: Saucon Valley SD Stadium Outdoor Projection Scoreboard GC

Support Structure

68	31 23 16 36 0029	CY	Load Excess Material For Removal From Excavation For Building Foundations and Other Structures by Hand						\$188.87	
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	85.85	1.1000		188.87			
			Load excavation spoils for removal, hand work							
69	32 91 13 16 0019	EA	Wheat Straw Mulch BaleCovers 350 SF forming a uniform mat through which 20 to 40% of the original ground surface can be seen.						\$17.56	
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	7.98	1.1000		17.56			
			straw seed protection							
70	32 91 13 26 0005	SF	Prepare And Mix Plant Bed By Hand, Up To 8" DeepIncludes loosening subgrade, removing stones, sticks, roots, rubbish, and raking surface. Excludes soil amendments.						\$2,009.21	
		Installation	Quantity	Unit Price	Factor	=	Total			
			405.00	4.51	1.1000		2,009.21			
			Prepare disturbed soil for planting							
71	32 92 19 19 0003	MSF	Tall Fescue, Push Spreader Or Hand5.5 LB/MSF spread rate.						\$38.50	
		Installation	Quantity	Unit Price	Factor	=	Total			
			0.41	86.41	1.1000		38.50			
			Grass seeding							

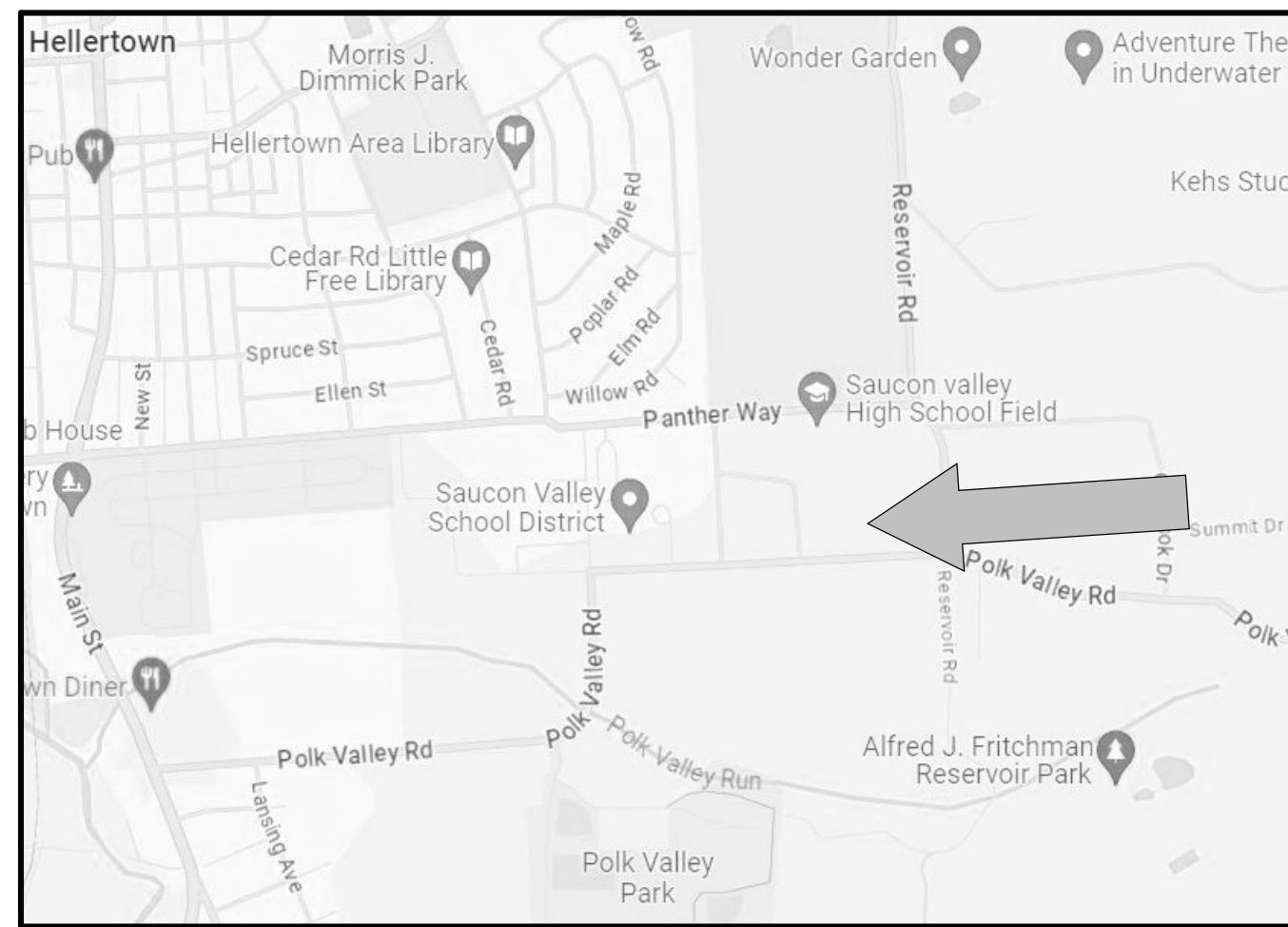
Subtotal for Support Structure **\$89,817.05**

Proposal Total **\$91,525.63**

This Proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percentage of NPP on this Proposal: %

SAUCON VALLEY SCHOOL DISTRICT NEW SCOREBOARD LOWER SAUCON TOWNSHIP NORTHAMPTON COUNTY, PA



SITE MAP

Barry Isett & Associates, Inc.
5420 Crackersport Rd
Allentown PA, 18104
610-398-0904
Contact: Ross Sotak, PE



KEY MAP

APPLICABLE CODES

THIS PROJECT IS DESIGNED AND SHALL BE BUILT TO COMPLY WITH THE FOLLOWING CODES LISTED BELOW:

INTERNATIONAL BUILDING CODE CHAPTER 11 & APPENDIX E	2018
INTERNATIONAL EXISTING BUILDING CODE	2018
INTERNATIONAL MECHANICAL CODE	2018
INTERNATIONAL PLUMBING CODE	2018
NATIONAL FIRE PREVENTION CODE	2016/2017/2018
NATIONAL ELECTRIC CODE	2017
ICC / ANSI A 117.1-7	2017

THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES OF THE AUTHORITY HAVING JURISDICTION AND MUST NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES INDICATED BY THESE DOCUMENTS FOUND PRIOR TO OR DURING CONSTRUCTION. NOTIFICATION MUST BE GIVEN TO THE ENGINEER PRIOR TO PROCEEDING WITH CONSTRUCTION.

GENERAL NOTES

GENERAL NOTES

- THE CONTRACTOR SHALL PROVIDE ALL LABOR AND MATERIALS UNLESS NOTED OTHERWISE TO COMPLETE THE WORK.
- ALL WORK WILL BE SUBJECT TO THE APPROVAL OF THE BUILDING OWNER AND PRIME DESIGN PROFESSIONAL.
- ALL WORK IS TO BE COORDINATED WITH THE BUILDING OWNER, INCLUDING WORKING HOURS, DUMPSTER LOCATIONS, LOADING AREAS, ETC.
- ALL WORK SHOWN ON THESE DRAWINGS HAS BEEN DESIGNED IN ACCORDANCE WITH THE REQUIREMENTS OF THE "2018 INTERNATIONAL BUILDING CODE"
- CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES AND ORDINANCES.
- MECHANICAL AND ELECTRICAL SYSTEMS SHALL COMPLY WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES AND ORDINANCES.
- CONTRACTOR SHALL BE COMPLETELY FAMILIARIZED WITH ALL CONTRACT DOCUMENTS. BY SUBMITTING A COST PROPOSAL TO COMPLETE THE WORK, THE CONTRACTOR REPRESENTS THAT THEY HAVE VISITED THE SITE AND ARE FAMILIAR WITH THE CONDITIONS UNDER WHICH THE WORK WILL BE PERFORMED.
- WORK NOT INDICATED ON A PART OF THE DRAWINGS BUT REASONABLY IMPLIED TO BE SIMILAR TO THAT SHOWN AT CORRESPONDING PLACES SHALL BE REPEATED.
- JOBSITE SAFETY AND CONSTRUCTION PROCEDURES ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR. REVIEW OF THE CONSTRUCTION BY THE DESIGN PROFESSIONAL IS FOR GENERAL CONFORMANCE WITH DESIGN ASPECTS ONLY, NOT TO REVIEW THE CONTRACTOR'S PROVISIONS FOR JOBSITE SAFETY. LACK OF COMMENT ON THE PART OF THE DESIGN PROFESSIONAL WITH REGARD TO JOBSITE SAFETY IS NOT TO BE INTERPRETED AS APPROVAL OF JOBSITE SAFETY PRACTICES.
- THE CONTRACTOR SHALL COORDINATE OPENINGS, SLEEVES, CONCRETE HOUSEKEEPING PADS, INSERTS, AND DEPRESSIONS SHOWN ON THE PRIME PROFESSIONAL, MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION DRAWINGS.
- ALL COSTS OF INVESTIGATION AND/OR REDESIGN DUE TO CONTRACTOR IMPROPER INSTALLATION OF ELEMENTS OR OTHER ITEMS NOT IN CONFORMANCE WITH THE CONTRACT DOCUMENTS SHALL BE AT THE CONTRACTOR'S EXPENSE.
- ALL DRAWINGS SHALL BE USED IN CONJUNCTION WITH EACH OTHER. IF THERE IS A DISCREPANCY BETWEEN DRAWINGS AND SPECIFICATIONS, IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE PRIME PROFESSIONAL PRIOR TO PERFORMING THE WORK. IN THE CASE OF A CONFLICT, THE MORE STRINGENT IN COST OR QUALITY SHALL APPLY.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING BUILDING INFORMATION SHOWN (DIMENSIONS, EXISTING CONDITIONS, ELEVATIONS, ETC.) AND NOTIFY THE PRIME PROFESSIONAL OF ANY DISCREPANCIES PRIOR TO FABRICATION OR INSTALLATION OF ANY COMPONENTS. FAILURE TO NOTIFY PRIME PROFESSIONAL OF UNSATISFACTORY CONDITIONS CONSTITUTES ACCEPTANCE OF UNSATISFACTORY CONDITIONS.
- IF THE EXISTING FIELD CONDITIONS DO NOT PERMIT THE INSTALLATION OF THE WORK IN ACCORDANCE WITH THE DETAILS SHOWN, THE CONTRACTOR SHALL NOTIFY THE PRIME PROFESSIONAL IMMEDIATELY AND PROVIDE A SKETCH OF THE CONDITION WITH THE PROPOSED MODIFICATION OF THE DETAILS SHOWN ON THE CONTRACT DOCUMENTS. DO NOT COMMENCE WORK UNTIL CONDITION IS RESOLVED AND MODIFICATION IS APPROVED BY THE PRIME PROFESSIONAL.
- SHOP DRAWINGS FOR ALL MATERIALS ARE TO BE SUBMITTED TO THE PRIME DESIGN PROFESSIONAL FOR REVIEW PRIOR TO THE START OF FABRICATION OR COMMENCEMENT OF WORK. REVIEW PERIOD SHALL BE A MINIMUM OF TWO (2) WEEKS.
- REPRODUCTION OF ANY PORTION OF THE CONTRACT DRAWINGS FOR RESUBMITTAL AS SHOP DRAWINGS IS PROHIBITED. SHOP DRAWINGS PRODUCED IN SUCH A MANNER WILL BE REJECTED AND RETURNED.
- SHOP DRAWINGS SUBMITTED FOR REVIEW SHALL CONSIST OF THREE (3) SETS OF PRINTS. ONLY ONE (1) MARKED UP SET WITH THE COMMENTS WILL BE RETURNED TO THE CONTRACTOR.
- SHOP DRAWINGS SHALL BEAR THE CONTRACTOR'S STAMP OF APPROVAL WHICH SHALL CONSTITUTE CERTIFICATION THAT THE CONTRACTOR HAS VERIFIED ALL CONSTRUCTION CRITERIA, MATERIALS, AND SIMILAR DATA AND HAS CHECKED EACH DRAWING FOR COMPLETENESS, COORDINATION, AND COMPLIANCE WITH THE CONTRACT DOCUMENTS.
- THE DRAWINGS HAVE BEEN PRODUCED ENTIRELY ON A CADD SYSTEM. ANY OTHER LETTERING, LINES OR SYMBOLS, OTHER THAN PROFESSIONAL STAMPS AND SIGNATURES, HAVE BEEN MADE WITHOUT THE AUTHORIZATION OF BIA AND ARE NOT VALID.
- ALL MATERIALS SHALL BE STORED TO PROTECT THEM FROM EXPOSURE TO THE ELEMENTS, IN ACCORDANCE WITH MANUFACTURERS WRITTEN INSTRUCTIONS.
- DEBRIS, WASTE OR OTHER UNUSED CONSTRUCTION MATERIALS SHALL NOT BE PERMITTED TO ACCUMULATE. EACH TRADE IS RESPONSIBLE FOR THE REMOVAL AND DISPOSAL OF THEIR RESPECTIVE DEBRIS. LOCATION OF DUMPSTERS IS TO BE APPROVED BY THE BUILDING OWNER.
- UPON COMPLETION OF THE WORK, THE GENERAL CONTRACTOR IS RESPONSIBLE FOR LEAVING THE SITE IN "BROOM-CLEAN" CONDITION.
- GENERAL CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL FINISHES TO REMAIN, INCLUDING COMMON CORRIDORS, LOBBIES, STAIRS, LANDSCAPING, ELEVATOR CABS, ETC.
- GENERAL CONTRACTOR SHALL PROVIDE AN ESTIMATED CONSTRUCTION WORK SCHEDULE. SCHEDULE SHALL BE UPDATED AS REQUIRED DUE TO CHANGES IN THE PROGRESS OF WORK AND UPON THE REQUEST OF THE BUILDING OWNER AND/OR PRIME DESIGN PROFESSIONAL.
- CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE THE FOLLOWING SANITARY FACILITIES: TEMPORARY TOILETS, WASH FACILITIES, AND DRINKING WATER FOR USE OF CONSTRUCTION PERSONNEL. COMPLY WITH AUTHORITIES HAVING JURISDICTION FOR TYPE, NUMBER, LOCATION, OPERATION, AND MAINTENANCE OF FIXTURES AND FACILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE TO SECURE ALL PERMITS REQUIRED BY AUTHORITIES HAVING JURISDICTION.

LIST OF DRAWINGS

Sheet Number	Sheet Name	Current Revision Date	Current Revision
CS	COVER SHEET		
SP1.0	SITE PLAN		
S1.0	STRUCTURAL PLANS, NOTES & DETAILS		
E0.0	INFORMATION SHEET - ELECTRICAL		
E1.0	SITE PLAN - ELECTRICAL		
E1.1	ENLARGED PARTIAL PLANS & ELECTRICAL DETAILS		

Issued for Permit 05/24/2024

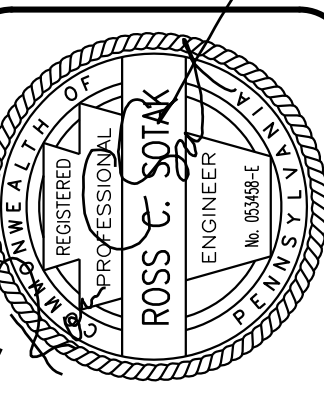
COVER SHEET

SAUCON VALLEY SCHOOL DISTRICT
NEW SCOREBOARD
LOWER SAUCON TOWNSHIP
NORTHAMPTON COUNTY, PA

DATE: 05/24/2024	DSGN: SV
SCALE: CHK	SV
DRAWN: RPK	APPRD: RCS
JOB: 1046724.000	P MGR: RCS
COPYRIGHT 2024	
SHEET:	

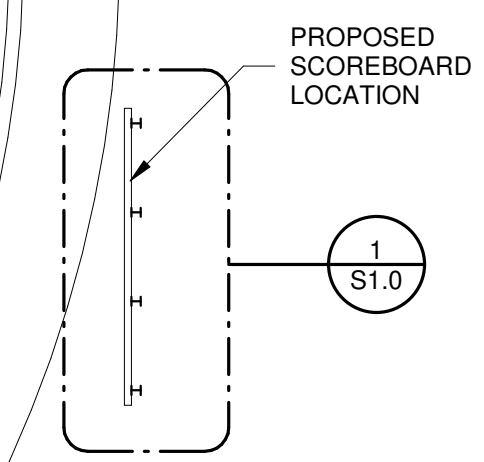
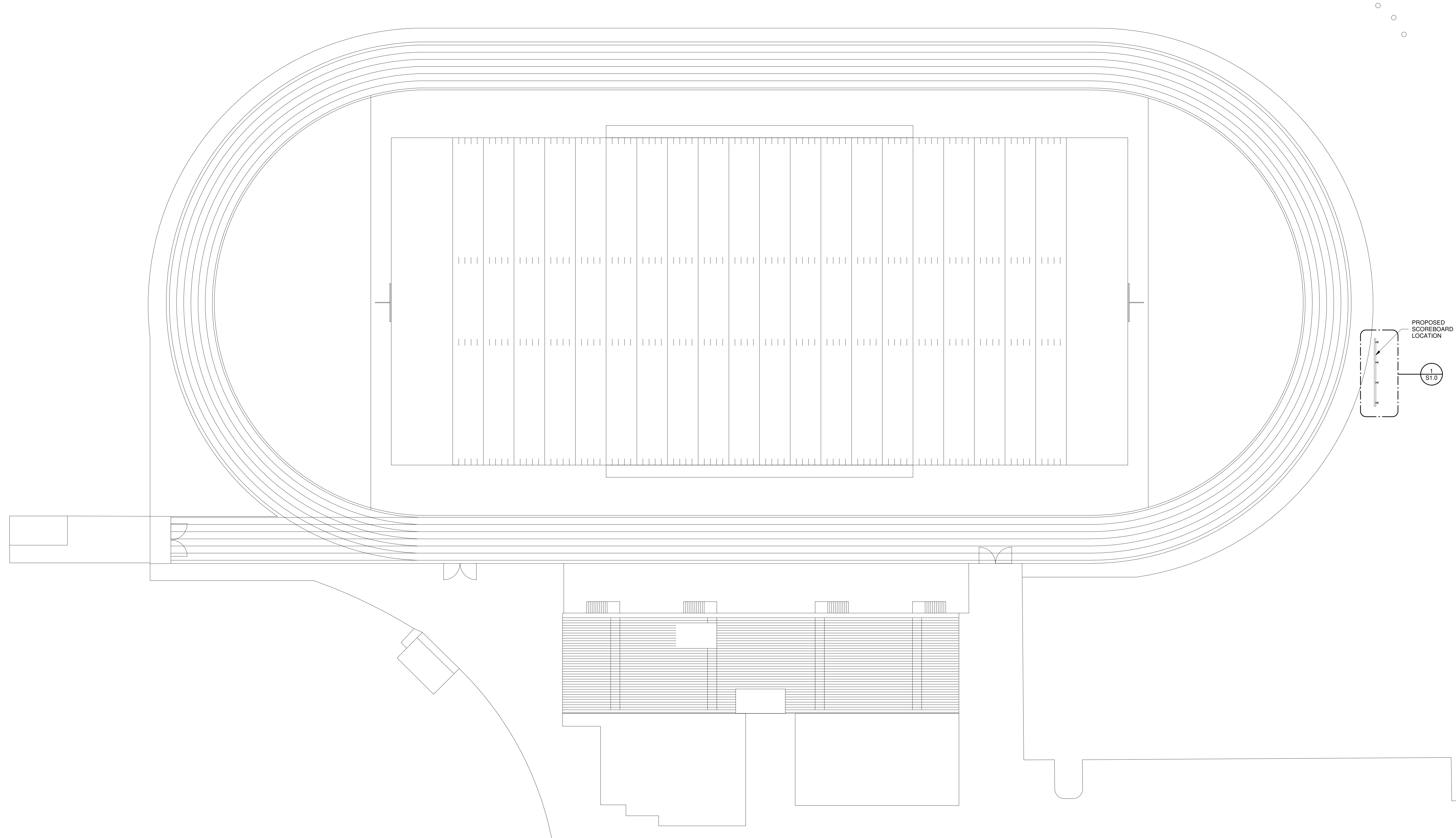
CS

REVISIONS	DATE



610.398.0904
barryisett.com





Site Plan
SCALE: 3/64" = 1'-0"

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS FOR THE ENTIRE PROJECT BEFORE PROCEEDING WITH THE WORK.

Issued for Permit 05/24/2024

SITE PLAN

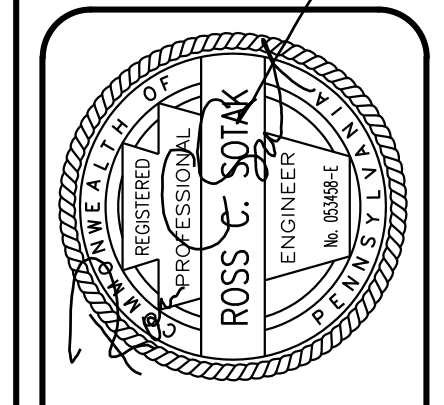
SAUCON VALLEY SCHOOL DISTRICT
NEW SCOREBOARD
LOWER SAUCON TOWNSHIP
NORTHAMPTON COUNTY, PA

DATE:	05/24/2024	DSGN:	SV
SCALE:	As indicated	CHK:	SV
DRAWN:	RPK	APPR:	RCS
JOB:	1046724.000	P MGR:	RCS
COPYRIGHT 2024			
SHEET:			

SP1.0

BARRY ISETT & Associates
MULTI-DISCIPLINE ENGINEERS AND CONSULTANTS

610.398.0904
barryisett.com



REVISIONS	DATE

FILENAME: AutoCAD_Docs\1046724.000_Saucon_Valley_School_District_Scoreboard\1046724000_Sheet_SauconValley_SU_Scoreboard_R22.rvt

DESIGN LOADS:

Table with 2 columns: Parameter and Value. Includes Governing Design Code (2018 International Building Code), Design Wind Load Parameters (Ultimate Design Wind Speed 105 MPH), and Internal Pressure Coefficient (+/- 0.18).

ADDITIONAL NOTES:

- 1. THE CONTRACTOR IS CAUTIONED AS TO NOT STORE ANY CONSTRUCTION MATERIALS OR UNDERTAKE ANY CONSTRUCTION OPERATION WILL EXCEED THE DESIGN LIVE LOAD CAPACITIES NOTED.
- 2. THE STRUCTURE HAS BEEN DESIGNED FOR THE DEAD AND LIVE LOADS INDICATED ABOVE, ANY INCREASE OF LOADS DUE TO CHANGE IN USAGE OR CONSTRUCTION MATERIALS, ETC. SHALL HAVE THE WRITTEN APPROVAL OF THE ENGINEER.

SHOP DRAWINGS

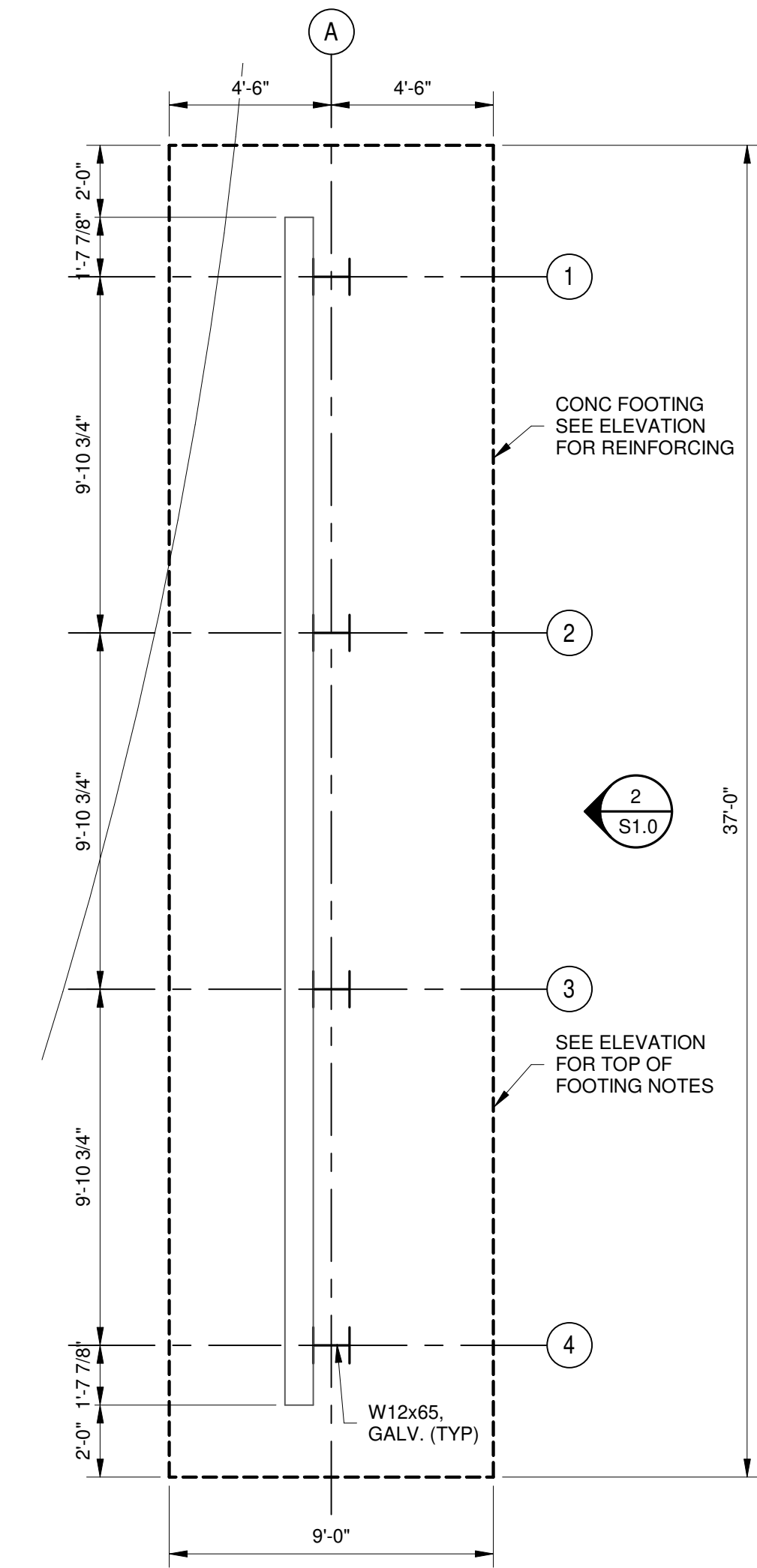
- 1. DUPLICATION/PHOTOCOPIING OF THESE STRUCTURAL DRAWINGS SHALL NOT BE PERMITTED FOR SHOP DRAWINGS. THIS INCLUDES PARTIAL AND/OR COMPLETE DUPLICATION OF PLAN SHEETS AS BACKGROUNDS FOR SHOP DRAWINGS.
- 2. ORIGINAL SHOP DRAWINGS SHALL BE SUBMITTED FOR THE ARCHITECT/ENGINEER REVIEW FOR THE FOLLOWING ITEMS AND AS PER THE SPECIFICATIONS:

GENERAL NOTES

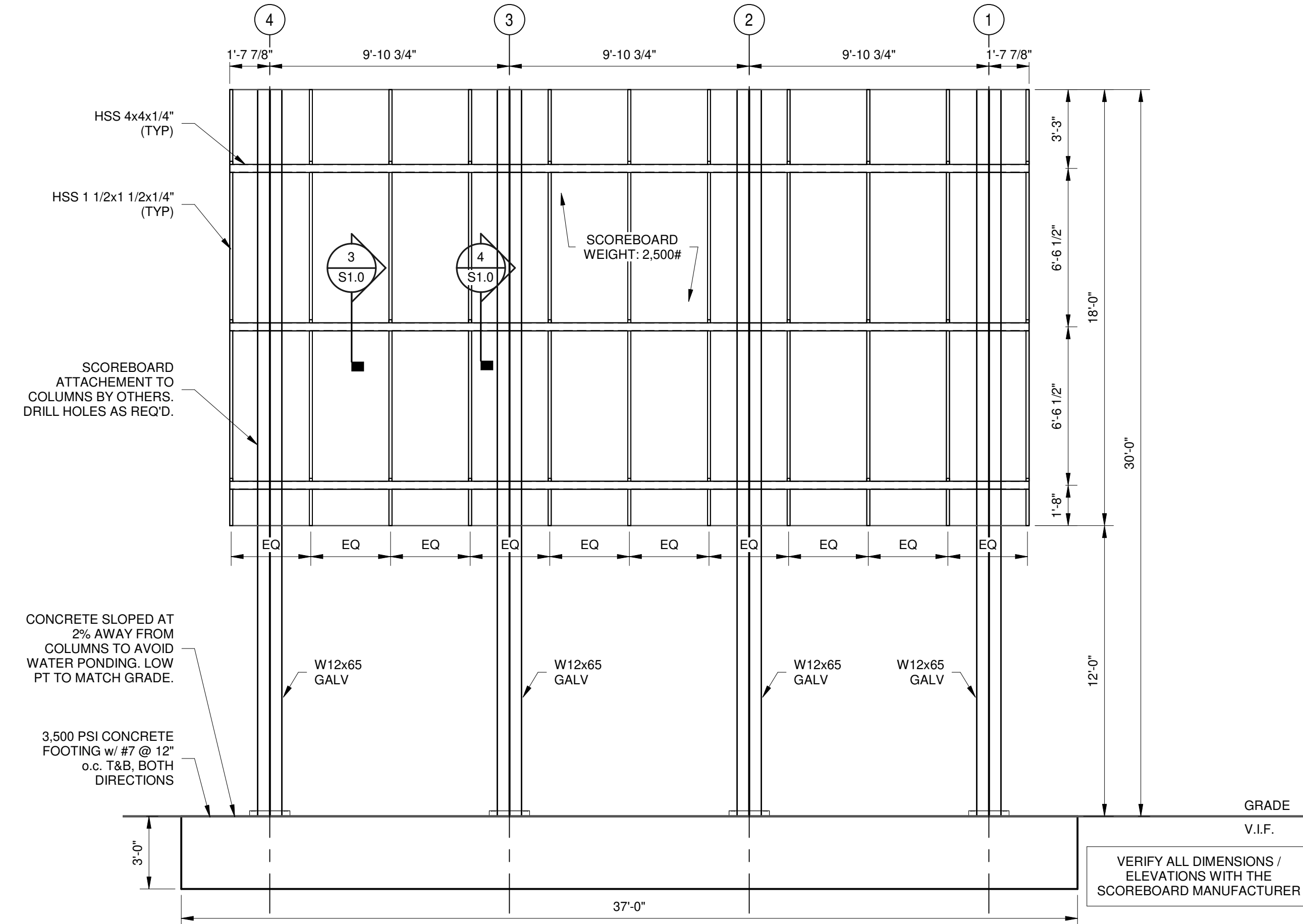
- 1. THE CONTRACTOR IS ADVISED THAT ALL PLANS, DIMENSIONS, AND DETAILS DEPICT FIELD CONDITION AS SHOWN. MINOR VARIATIONS ARE TO BE EXPECTED AND ANY DEVIATIONS FROM THE CONTRACT DOCUMENTS SHALL BE APPROVED BY THE ARCHITECT IN WRITING PRIOR TO PROCEEDING.
- 2. THE CONTRACTOR SHALL FIELD CHECK AND VERIFY ALL DIMENSIONS AND ELEVATIONS OF EXISTING WORK PRIOR TO FABRICATION OF ANY NEW MATERIALS.

CONCRETE

- 1. ALL WORK SHALL CONFORM TO THE "SPECIFICATIONS FOR STRUCTURAL CONCRETE" (AMERICAN CONCRETE INSTITUTE, ACI 301) AND THE "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE" (ACI 318), LATEST EDITIONS, UNLESS NOTED OTHERWISE IN THE DRAWINGS OR PROJECT SPECIFICATIONS.
- 2. CONSTRUCTION TOLERANCES SHALL CONFORM TO THE "SPECIFICATION FOR TOLERANCES FOR CONCRETE CONSTRUCTION AND MATERIALS" (ACI 117), LATEST EDITION.



1 Foundation Plan SCALE: 1/4" = 1'-0"



2 Scoreboard Elevation SCALE: 1/4" = 1'-0"

REBAR LAP SPICE LENGTHS

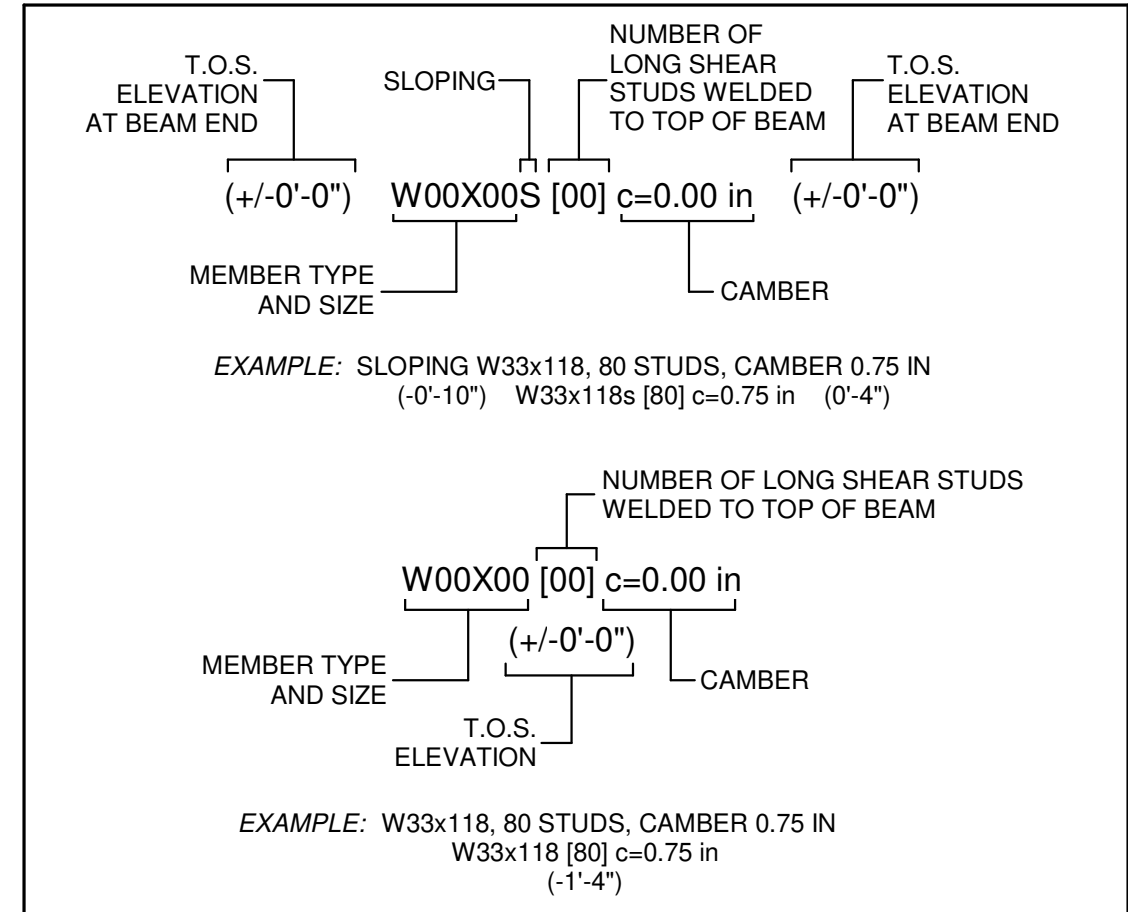
Table with columns for Bar Location, Bar Size (#3, #4, #5, #6, #7, #8), and dimensions (ld, ls, ldn, ls, ldn, ls, ldn). Includes notes for vertical and horizontal wall bars, footing top and bottom bars.

CONCRETE MIX DESIGN CRITERIA

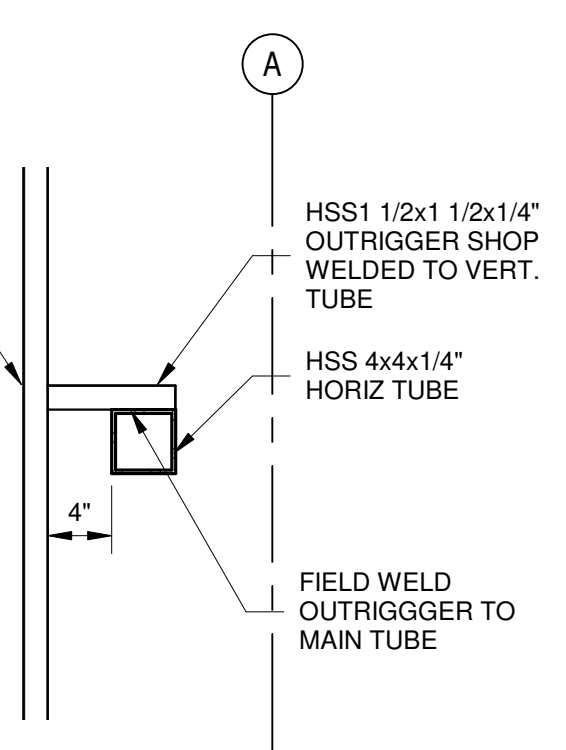
Table with columns: Exposure Class, Max. w/c, Min. f'c, Air Content, Cement Type. Includes rows for Footings and Foundation Walls, Interior Slabs on Grade, Interior Elevated Slabs, and Exterior Slabs.

STRUCTURAL STEEL

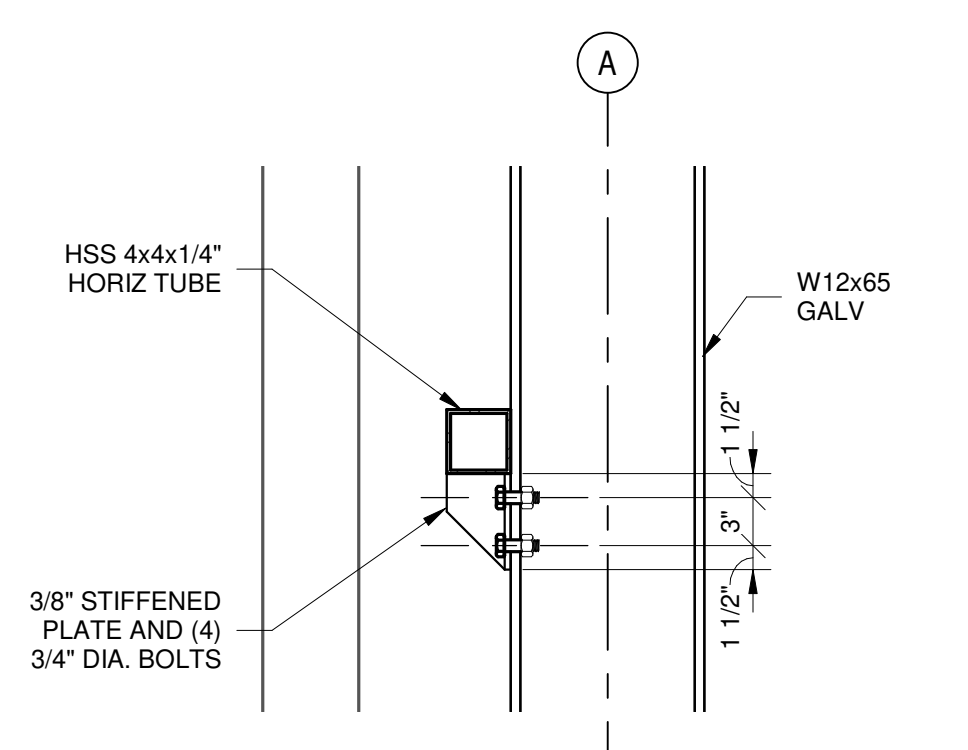
- 1. DESIGN, FABRICATION AND ERECTION OF THE STRUCTURAL STEEL SHALL CONFORM WITH THE LATEST EDITION OF THE FOLLOWING STANDARDS, EXCEPT WHERE MORE STRINGENT REQUIREMENTS ARE SHOWN:
- 2. THE OWNER SHALL ENGAGE A TESTING AND INSPECTION AGENCY TO PERFORM THE SPECIAL INSPECTIONS REQUIRED BY THE SCHEDULE OF SPECIAL INSPECTIONS.



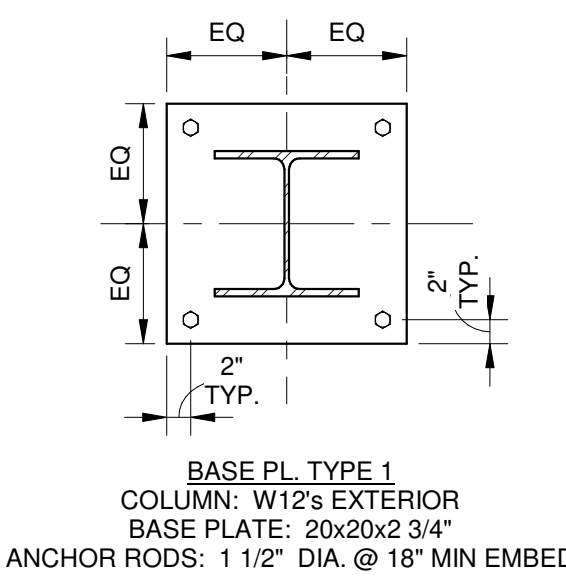
Anchor Rods Details SCALE: 1 1/2" = 1'-0"



3 Typical Section SCALE: 1" = 1'-0"



4 Typical Section SCALE: 1" = 1'-0"



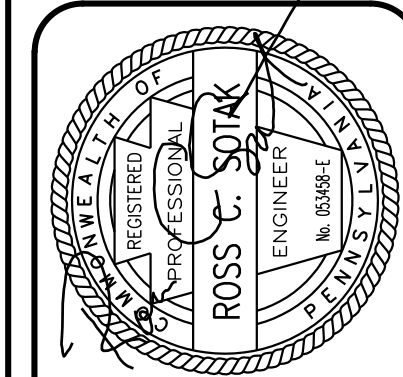
Base Plate Detail SCALE: 3/4" = 1'-0"

ABBREVIATION LIST

Table with 3 columns: Abbreviation, Description, and Notes. Includes terms like A.F.F. (Above Finish Floor), LG (Long Leg Horizontal), and W.F. (Welded).

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS FOR THE ENTIRE PROJECT BEFORE PROCEEDING WITH THE WORK.

Table with 2 columns: REVISIONS and DATE. Includes a header for 'Issued for Permit 05/24/2024'.



Company logo for Barry Issett & Associates, Inc. with contact information: 610.398.0904, barryisett.com, and 'MULTI-DISCIPLINE ENGINEERS AND CONSULTANTS'.

STRUCTURAL PLANS, NOTES & DETAILS SAUCON VALLEY SCHOOL DISTRICT NEW SCOREBOARD LOWER SAUCON TOWNSHIP NORTHAMPTON COUNTY, PA

Project information including 'Issued for Permit 05/24/2024', drawing title 'STRUCTURAL PLANS, NOTES & DETAILS', and sheet number 'S1.0'.

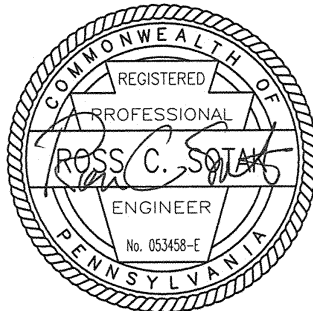
File #:	_____
Permit #:	_____
Date:	_____
A6	

Uniform Construction Code
SPECIAL INSPECTIONS AND OBSERVATIONS STATEMENT

This statement must accompany permit applications for all construction for which special inspections and observations are required in Chapter 17 of the <i>International Building Code (IBC)</i>	
Project Name:	
Project Address:	
Owner:	Telephone:

This is to certify that all the inspections and observations that I have checked on pages 2-3 **and** on page 4 of this statement are required for the project named above and will be performed by the designated individuals or firms. By signing this statement, I also acknowledge that:

- these inspections and observations must be performed by competent individuals in accordance with the requirements of the *IBC* Chapter 17 (as applicable) and that the construction work must comply with the department-approved plans and specifications and all applicable provisions of the Uniform Construction Code;
- records of all required special inspections and testing observations (including any discrepancies and methods of correction of these discrepancies) will be retained and made available to department representatives, upon request; and,
- the Final Report section of this statement must be signed by me and a copy of this statement submitted to the department inspector, at the time that the final inspection is performed and before a certificate of occupancy is issued.



Name of Design Professional in Responsible Charge

Ross C. Sotak

Signature of Design Professional in Responsible Charge

PA License Number

____/____/____
Date signed (Month/Day/Year)

CHECK EACH THAT APPLIES	TYPE OF SPECIAL INSPECTION OR OBSERVATION	NAME AND ADDRESS OF INDIVIDUAL AND/OR FIRM PERFORMING INSPECTION OR OBSERVATION	CREDENTIALS (Enter acronym from page 4. If "Other," please specify special training or basis for competency to perform work.)
<input type="checkbox"/>	Inspection of Fabricators		
<input type="checkbox"/>	Inspection of Steel Construction		
<input type="checkbox"/>	Inspection of Concrete Construction		
<input type="checkbox"/>	Inspection of Masonry Construction		
<input type="checkbox"/>	Inspection of Wood Construction		
<input type="checkbox"/>	Inspection of Soil Conditions		
<input type="checkbox"/>	Inspection of Pile Foundations		

CHECK EACH THAT APPLIES	TYPE OF SPECIAL INSPECTION OR OBSERVATION	NAME AND ADDRESS OF INDIVIDUAL AND/OR FIRM PERFORMING INSPECTION OR OBSERVATION	CREDENTIALS (Enter acronym from page 4. If "Other," please specify special training or basis for competency to perform work.)
<input type="checkbox"/>	Inspection of Pier Foundations		
<input type="checkbox"/>	Inspection of Wood Panels and Veneers		
<input type="checkbox"/>	Inspection of Sprayed Fire-Resistant Materials		
<input type="checkbox"/>	Inspection of Smoke Control		
<input type="checkbox"/>	Inspection of Exterior Insulation & Finish System (EIFS)		
<input type="checkbox"/>	Structural Observations		
<input type="checkbox"/>	Inspection of Mastic and Intumescent Fire-Resistant Coatings		

**FINAL
REPORT**

Required Special Inspections or Observations:

- | | |
|--|---|
| <input type="checkbox"/> Inspection of Fabricators | <input type="checkbox"/> Inspection of Pile Foundations |
| <input type="checkbox"/> Inspection of Steel Construction | <input type="checkbox"/> Inspection of Pier Foundations |
| <input type="checkbox"/> Inspection of Concrete Construction | <input type="checkbox"/> Inspection of Wood Panels and Veneers |
| <input type="checkbox"/> Inspection of Masonry Construction | <input type="checkbox"/> Inspection of Sprayed Fire-Resistant Materials |
| <input type="checkbox"/> Inspection of Wood Construction | <input type="checkbox"/> Inspection of Smoke Controls |
| <input type="checkbox"/> Inspection of Soil Conditions | <input type="checkbox"/> Inspection of Exterior Insulation & Finish System (EIFS) |
| <input type="checkbox"/> Structural Observations | <input type="checkbox"/> Inspection of Mastic and Intumescent Fire-Resistant Coatings |

I certify that I have reviewed the report on each of the inspections or observations checked above. These reports indicate that the covered work is in compliance with the department-approved plans and specifications and all applicable provisions of the Uniform Construction Code.

Signature of Design Professional in Responsible Charge:

Date signed:

____/____/____
(Day/Month/Year)

KEY for use in **CREDENTIALS** column:
(on pages 2 and 3)

ACI	American Concrete Institute Certified Concrete Field Testing Technician
AWS	American Welding Society Certified Welding Inspector
ASNT	American Society of Non-Destructive Testing
AWCI	Association of Wall and Ceiling Industries
MCA	Model code agency (ICC, BOCA, SBCCI, ICBO) special inspection certification
PA	Professional Architect (currently licensed)
PE	Professional Engineer (currently licensed)
OTHER	Specialized training coursework or other basis for competency deemed acceptable

GENERAL NOTES:

- CONTRACTOR SHALL PROVIDE BRANCH CIRCUIT WIRING TO ALL ITEMS WHICH REQUIRE ELECTRICAL CONNECTIONS. WHERE BRANCH CIRCUIT WIRING IS NOT SHOWN, CONTRACTOR SHALL CONNECT ITEMS TO THE CIRCUITS INDICATED. EXACT ROUTING OF CONDUITS AND WIRING SHALL BE DETERMINED BY THE CONTRACTOR IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE AND SPECIFICATIONS.
- CONTRACTOR SHALL USE ONLY THOSE WIRING METHODS ALLOWED IN THE SPECIFICATIONS.
- A MAXIMUM OF 3 CIRCUITS SHALL BE RUN IN ONE CONDUIT, CIRCUITS MUST BE ON SEPARATE PHASES. CIRCUITS SHALL NOT SHARE A COMMON NEUTRAL.
- MINIMUM WIRE SIZE SHALL BE #12AWG. MINIMUM CONDUIT SIZE SHALL BE 3/4".
- THE ELECTRICAL CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS AT THE SITE.
- ALLOW CLEAR SPACE IN FRONT OF ALL PANELBOARDS, SWITCHBOARDS, ELECTRICAL EQUIPMENT, ETC., AS REQUIRED BY NEC.
- COORDINATE EXACT LOCATION OF LIGHTING FIXTURES WITH HVAC DUCTWORK, PIPING, AND EQUIPMENT.
- ALL LIGHTING FIXTURES TO BE COMPATIBLE WITH THE CEILING CONSTRUCTION.
- ELECTRICAL CONTRACTOR TO SUPPLY ALL GROUNDING & BONDING REQUIREMENTS PER NEC.
- ELECTRICAL CONTRACTOR TO PROVIDE ALL CUTTING AND PATCHING IN EXISTING BUILDING RELATED TO THE NEW ELECTRICAL WORK.
- ELECTRICAL CONTRACTOR SHALL UNCONDITIONALLY GUARANTEE IN WRITING ALL MATERIALS EQUIPMENT AND WORKMANSHIP FOR A PERIOD OF ONE YEAR FROM DATE OF ACCEPTANCE BY OWNER.
- THE ELECTRICAL CONTRACTOR SHALL SUBMIT TO THE ARCHITECT & ENGINEER AS-BUILT DRAWINGS AND OPERATION AND MAINTENANCE MANUALS INCLUDING ALL NAMEPLATE DATA, WIRING DIAGRAMS, MAINTENANCE INSTRUCTIONS AND PARTS LIST UPON PROJECT COMPLETION.
- ELECTRICAL CONTRACTOR SHALL MAINTAIN A CLEAN AND SAFE WORK AREA AT ALL TIMES. ALL SAFETY PROCEDURES AND ENFORCEMENT IS THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL CONFORM TO ALL OSHA STANDARDS.
- ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR ALL ACCESS PANELS NECESSARY FOR A CODE COMPLIANT INSTALLATION.
- ENSURE ALL CONTACTORS ARE LABELED WITH LOADS CONTROLLED. ALL CONTACTORS SHALL BE LOCATED NEAR ELECTRICAL PANEL.
- THESE DRAWINGS AND SPECIFICATIONS ARE NOT INTENDED TO SHOW THE LOCATION OF EVERY WIRE, CONDUIT, FITTING, ETC., BUT IS UNDERSTOOD THAT THE CONTRACTOR SHALL FURNISH AND INSTALL ALL MATERIALS AND LABOR FOR COMPLETE WORKABLE SYSTEMS UNLESS NOTED OTHERWISE IN THIS SPECIFICATION OR ON THE DRAWINGS.
- CONTRACTOR SHALL PROVIDE BUT NOT BE LIMITED TO:
 - COMPLETE SYSTEM OF WIRING FOR EMERGENCY LIGHTING, LIGHT AND POWER, PLUMBING, HVAC EQUIPMENT, FIRE ALARM ALONG WITH TELEPHONE AND DATA EQUIPMENT INSTALLATION.
 - ALL PANELS, SWITCHBOARDS, MOTOR CONTROLLERS, TRANSFORMERS, DISCONNECTS, RECEPTACLES, SWITCHES, OUTLETS AND PLATES FOR SAME, FEEDERS FROM PANELS AND RELATED APPURTENANCES.
 - LIGHTING FIXTURES, LAMPS, BALLASTS AND APPURTENANCES.
- DESIGN DRAWINGS ARE DIAGRAMMATIC AND DO NOT SHOW ALL OFFSETS, BENDS, ELBOWS, FITTINGS OR OTHER SPECIFIC ELEMENTS WHICH MAY BE REQUIRED FOR COMPLETE INSTALLATION OF THE WORK. SUCH WORK MAY BE ACCOMPLISHED AT THE SITE. ADDITIONAL BENDS, OFFSETS AND CONDUIT AS REQUIRED BY VERTICAL AND HORIZONTAL EQUIPMENT LOCATIONS OR OTHER JOB CONDITIONS SHALL BE PROVIDED TO COMPLETE THE WORK AT NO ADDITIONAL COST TO OWNER.
- EXCEPT WHERE SHOWN IN DIMENSIONAL DETAIL, THE LOCATIONS OF SWITCHES, RECEPTACLES, LIGHTS, AND OTHER EQUIPMENT SHOWN ON PLANS ARE APPROXIMATE. SUCH ITEMS SHALL BE PLACED SO AS TO ELIMINATE INTERFERENCE WITH DUCTS, PIPING AND EQUIPMENT. THE EXACT LOCATION SHALL BE DETERMINED IN THE FIELD. ALL DOOR SWINGS SHALL BE VERIFIED SO THAT LIGHT SWITCHES ARE PROPERLY LOCATED.
- FIELD VERIFY EXISTING CONDITIONS AND COORDINATE ALL WORK WITH ALL OTHER TRADES, AND ACTUAL CONDITIONS IN FIELD.

ABBREVIATIONS & SYMBOL	
AFF	ABOVE FINISHED FLOOR
AFG	ABOVE FINISHED GRADE
ATS	AUTOMATIC TRANSFER SWITCH
CT	COUNTERTOP
DC	DUCT COIL
DF	DRINKING FOUNTAIN
EC	ELECTRICAL CONTRACTOR
EF	EXHAUST FAN
ERL	EXISTING TO BE RELOCATED
ETD	EXISTING TO BE DEMOLISHED
ETR	EXISTING TO REMAIN
GC	GENERAL CONTRACTOR
GF	GROUND FAULT INTERRUPTER
HC	HVAC CONTRACTOR
HP	HEAT PUMP
HV	HIGH VOLUME
KES	KITCHEN EQUIPMENT SUPPLIER
MW	MICROWAVE
PC	PLUMBING CONTRACTOR
TVSS	TRANSIENT VOLTAGE SURGE SUPPRESSER
WM	WALL MOUNTED
WP	WEATHERPROOF
Ⓢ	DRAWING NOTE BY SYMBOL

CONTROL EQUIPMENT	
Ⓜ	MANUAL MOTOR STARTER - OVERLOADS SIZED TO ACCOMMODATE MOTOR - 4'-0" AFF UNLESS OTHERWISE NOTED
Ⓜ	COMBINATION MOTOR STARTER - TYPESIZE/NEMA ENCLOSURE AS INDICATED - MOUNT 4'-0" AFF TO CENTERLINE OF OPERATING HANDLE. PROVIDE OVERCURRENT AND OVERLOADS IN ACCORDANCE WITH MANUFACTURERS' RECOMMENDATIONS FOR MOTOR HP
Ⓜ	MOTOR - HORSEPOWER AS INDICATED
Ⓜ	DISCONNECT SWITCH - AMPS/POLES/FUSES/NEMA ENCLOSURE AS INDICATED - MOUNT 4'-0" AFF TO CENTERLINE OF OPERATING HANDLE
T	TRANSFORMER

STANDARD MOUNTING HEIGHTS	
9" BELOW FINISHED CEILING	WALL MOUNTED CLOCKS, PROGRAM BELLS, (OR AS SHOWN ON ARCHITECTURAL DETAIL)
6" ABOVE DOOR	NURSE CALL DOME LIGHT
6" ABOVE FIRE HOUSE CABINET	RED SIGNAL LIGHT
10'-0"	BATTERY LIGHTING UNITS AND REMOVE WALL MOUNTED LIGHT HEADS (OR 1'-0" BELOW FINISHED CEILING OR TOP UNIT)
8'-6"	PENDANT-HUNG INDUSTRIAL AND STRIP LIGHTING FIXTURES
7'-8"+	TELEVISION OUTLET AND SERVICE RECEPTACLE - FOR SHELF MOUNTED T.V. IN BEDROOMS
7'-6"	OR 6" BELOW FINISHED CEILING, WHICHEVER IS LOWER
CENTER ABOVE DOOR OR WINDOW OPENING	WARNING AND SIGNALING FIXTURES/SIGNS
6'-8"	OR 6" BELOW FINISHED CEILING WHICHEVER IS LOWER. FIRE ALARM SIGNAL DEVICES AND ILLUMINATED FIRE SIGNALS
6'-6"	TOP OF FLUSH AND SURFACE MOUNTED ELECTRICAL LIGHTING OR POWER PANELBOARDS AND TELEPHONE CABINETS
6'-3"	TOP OF BACK-MOUNTED WALL EXIT FIXTURES (NOT MOUNTED ABOVE DOORS)
6'-0"	TOP OF HIGHEST ELECTRICAL SAFETY DISCONNECT SWITCHES, MAGNETIC STARTERS, CONTACTORS
4'-6"	CENTERLINE OF OPERATING HANDLE FOR WALL MOUNTED DISCONNECT SWITCHES AND MOTOR STARTERS; WALL MOUNTED TELEPHONE AND PAY STATIONS (3'-6" AT HANDICAP LOCATIONS VERIFY EXACT HEIGHT PRIOR TO ROUGH-IN)
3'-10"	WALL PHONE, ELECTRICAL DEVICE LIGHTING SWITCHES, MANUAL MOTOR STARTERS, SECURITY CARD, AND GFI RECEPTACLES IN TOILET ROOMS OR FOR SEPERATE SINKS NOT IN CASEWORK
3'-6"	FIRE ALARM PULL STATIONS
2'-0"	ELECTRICAL RECEPTACLES WITHIN MECHANICAL SPACES, ELECTRICAL AND ELEVATOR ROOMS
1'-6"	ELECTRICAL RECEPTACLES, TELEPHONE OUTLETS, DATA OUTLETS, TELEPHONE/DATA OUTLETS
0"	FINISHED FLOOR

- MOUNTING HEIGHT NOTES:
- MOUNTING HEIGHTS TO CENTER OF OUTLETS UNLESS OTHERWISE NOTED. IN MASONRY CONSTRUCTION THE ABOVE MOUNTING HEIGHTS SHALL BE USED FOR REFERENCE TO NEAREST BLOCK OF BRICK COURSING.
 - THE ABOVE MOUNTING HEIGHTS SHALL BE ADHERED TO UNLESS SPECIFICALLY NOTED OR DETAILED OTHERWISE ON THE DRAWING OR SPECIFICATIONS.
 - A "x" BESIDE A DEVICE INDICATES THAT DEVICE IS MOUNTED ABOVE A COUNTER OR CASEWORK. COORDINATE WITH ARCHITECTURAL ROOM ELEVATIONS, DETAILS, AND CASEWORK CONTRACTOR.

THE ELECTRICAL SYSTEMS PRESENTED ON THE SUBSEQUENT DRAWINGS WERE DESIGNED IN ACCORDANCE WITH THE FOLLOWING APPLICABLE CODES AND STANDARDS

- THE NATIONAL ELECTRICAL CODE (NEC), 2017
- INTERNATIONAL BUILDING CODE (IBC), 2018
- INTERNATIONAL ENERGY CONSERVATION CODE (IECC), 2018
- ASHRAE STANDARD 90.1

SITE WORK	
Ⓢ	UTILITY POLE
Ⓢ	POLE MOUNTED AREA LIGHTING FIXTURE
MH	MANHOLE
Ⓢ	GROUND ROD

PANELBOARDS	
■	SURFACE MOUNTED PANEL
■	FLUSH MOUNTED PANEL
■	EXISTING SURFACE MOUNTED PANEL
■	EXISTING FLUSH MOUNTED PANEL

CIRCUITING	
JB	JUNCTION BOX
ROOM NAME ROOM # P-1	BRANCH CIRCUIT NUMBER FOR ALL ITEMS IN THIS ROOM UNLESS OTHERWISE INDICATED - (*) INDICATES CONNECTION TO CIRCUIT NUMBER SHOWN NEXT TO DEVICE

NOTE:
NOT ALL ABBREVIATIONS AND SYMBOLS INDICATED MAY APPEAR ON THESE CONTRACT DRAWINGS. THIS IS FOR REFERENCE ONLY.

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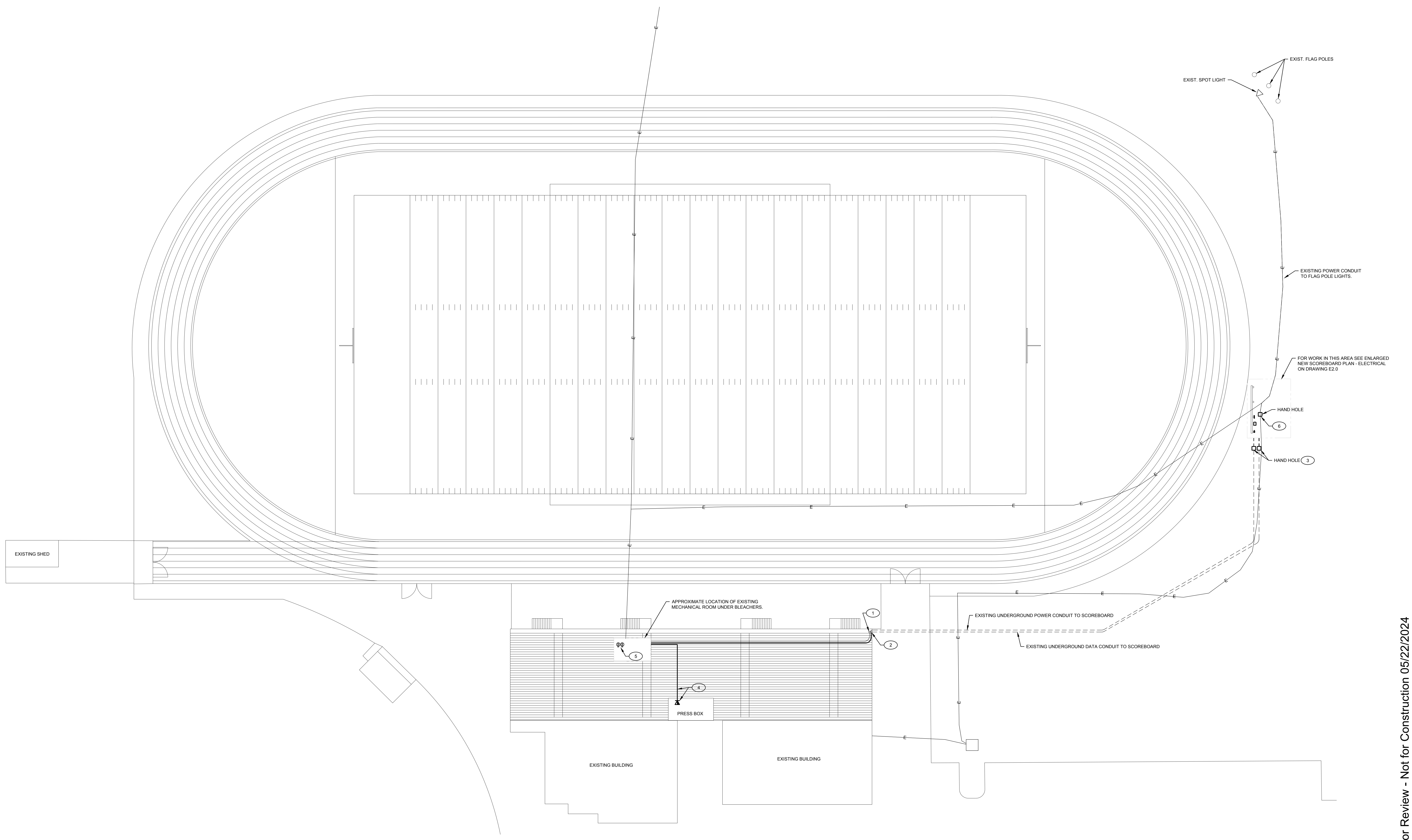
INFORMATION SHEET - ELECTRICAL
SAUCON VALLEY SCHOOL DISTRICT
NEW SCOREBOARD
LOWER SAUCON TOWNSHIP
NORTHAMPTON COUNTY, PA

DATE: 05/22/2024	DSGN: JAP
SCALE: AS NOTED	CHK: SPL
DRAWN: JAP	APPRD: SPL
JOB: 1046724.000	P MGR: SPL
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SHEET:	

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS FOR THE ENTIRE PROJECT BEFORE PROCEEDING WITH THE WORK.

E1.0

BARRY ISETT & Associates
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www.barryisett.com



SITE PLAN - ELECTRICAL
SCALE: 1"=20'-0"

NOTES BY SYMBOL: (6)
(THIS DRAWING ONLY)

- (1) EXISTING POWER CONDUIT STUBBED UP AT CORNER OF BLEACHERS FROM EXISTING SCOREBOARD TO MECHANICAL ROOM.
- (2) EXISTING EMPTY DATA CONDUIT STUBBED UP AND CAPPED AT CORNER OF BLEACHERS FROM EXISTING SCOREBOARD. EXTEND EXISTING CONDUIT TO MECHANICAL ROOM USING SAME PATHWAY AS EXISTING POWER CONDUIT. PROVIDE (2) SINGLE MODE 4 STRAND FIBER FROM MEDIA RACK TO SCOREBOARD IN DATA CONDUIT. SEE DATA SINGLE LINE DIAGRAM ON DRAWING E1.1 FOR ADDITIONAL INFORMATION.
- (3) PROVIDE 12" x 12" HAND HOLE TO CAPTURE EXISTING UNDERGROUND CONDUITS (1) POWER CONDUIT AND (1) EMPTY DATA CONDUIT AND EXTEND TO NEW SCOREBOARD. SEE DETAILS ON DRAWING E1.1 FOR ADDITIONAL INFORMATION.
- (4) PROVIDE 1" DATA CONDUIT FROM MEDIA RACK WITH CAT 6E AND BELDON 9502(RS323) TO PRESS BOX. TERMINATE CABLES INTO JUNCTION BOX.
- (5) PROVIDE AND INSTALL (2) 20A-1P DEDICATED RECEPTACLES AT NEW HEAD EQUIPMENT. PROVIDE CIRCUIT FROM EXISTING 120/208V POWER PANEL IN MECHANICAL ROOM. UTILIZE EXISTING 20A-1P SPARE CIRCUIT BREAKERS IN PANEL, IF NO SPARES ARE AVAILABLE PROVIDE 20A-1P CIRCUIT BREAKERS IN EXISTING PANEL SPACE. WIRE SIZE SHALL BE #12, #12GS IN 3/4" CONDUIT.
- (6) PROVIDE HAND HOLE TO CAPTURE EXISTING UNDERGROUND CONDUIT SERVING FLAG POLE LIGHTS AND RECONNECT TO NEW PANEL AT SCOREBOARD.

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS FOR THE ENTIRE PROJECT BEFORE PROCEEDING WITH THE WORK.

Issued for Review - Not for Construction 05/22/2024

SITE PLAN - ELECTRICAL
SAUCON VALLEY SCHOOL DISTRICT
NEW SCOREBOARD
LOWER SAUCON TOWNSHIP
NORTHAMPTON COUNTY, PA

DATE:	05/22/2024	DSGN:	JAP
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JOB:	1046724.000	P MGR:	SPL

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REVISIONS	DATE	BY

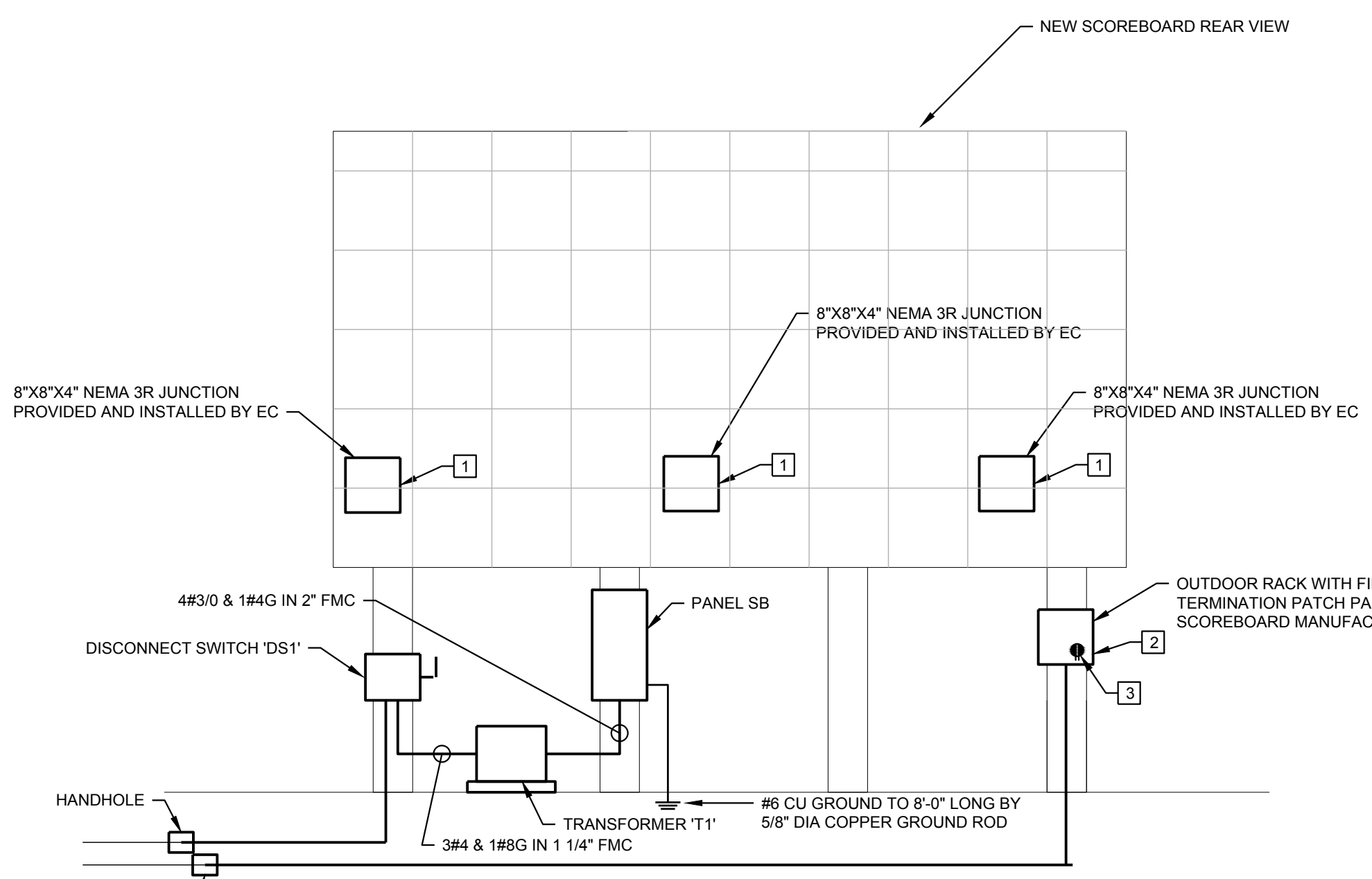
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barryisett.com
ARCHITECTS ENGINEERS AND CONSULTANTS

FILENAME: C:\Users\japarrone\OneDrive\Barry Isett and Associates\1046724.000_Saucon_Valley_School_District_Scoreboard\Project Files\MEP-CAD\VE-Drawings.dwg - May 22, 2024 11:45 AM

ENLARGED NEW SCOREBOARD PLAN - ELECTRICAL
SCALE: 1/4"=1'-0"

PANEL SHALL BE SERVICE ENTRANCE RATED SO NEUTRAL AND GROUND BUS ARE CONNECTED OR PROVIDE A SYSTEM BONDING JUMPER IN THE PANEL

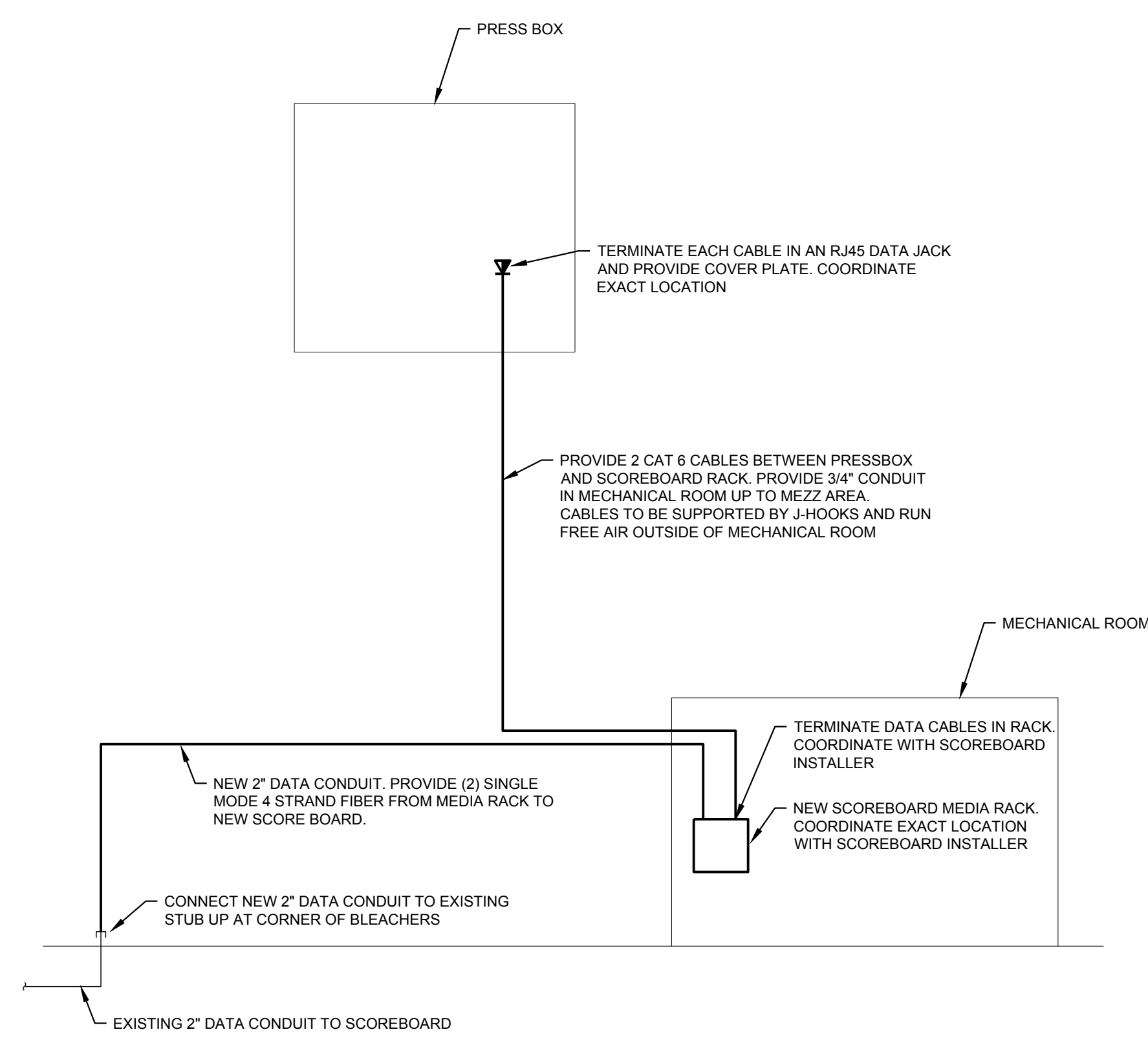
CKT	CIRCUIT DESCRIPTION	BREAKER	WIRE NO	WIRE SIZE	GND SIZE	COND	LOAD KVA	KVAPH			LOAD KVA	COND	GND SIZE	WIRE SIZE	BREAKER	CIRCUIT DESCRIPTION	CKT	
								A	B	C								
1	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	2
3	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	4
5	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	6
7	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	8
9	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	10
11	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	12
13	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	14
15	FOR USE BY SCOREBOARD	2	30	2	10	10	3/4"	1.2	2.4	1.2	3/4"	10	10	2	30	2	FOR USE BY SCOREBOARD	16
17	SPARE	2	30					0.0	0.0	0.0				30	2	SPARE	18	
19	SPARE	2	30					0.0	0.0	0.0				30	2	SPARE	20	
21	SPARE	2	30					0.0	0.0	0.0				30	2	SPARE	22	
23	PREPARED SPACE	1						0.0	0.0	0.0							24	
25	PREPARED SPACE	1						0.0	0.5	0.0	3/4"	12	2	20	1	RECEPTACLE FOR FIBER CONVERTER	26	
27	PREPARED SPACE	1						0.0	0.0	0.0				20	1	SPARE	28	
29	PREPARED SPACE	1						0.0	0.0	0.0				20	1	SPARE	30	
31	PREPARED SPACE	1						0.0	0.0	0.0				20	1	SPARE	32	
33	PREPARED SPACE	1						0.0	0.0	0.0				20	1	SPARE	34	
35	PREPARED SPACE	1						0.0	0.0	0.0				20	1	SPARE	36	
37	PREPARED SPACE	1						0.0	0.0	0.0				1		PREPARED SPACE	38	
39	PREPARED SPACE	1						0.0	0.0	0.0				1		PREPARED SPACE	40	
41	PREPARED SPACE	1						0.0	0.0	0.0				1		PREPARED SPACE	42	
							TOTAL KVA/PHASE	7.7	7.2	4.8								
							TOTAL KVA PANEL	19.7										
							TOTAL AMP'S PANEL	55										



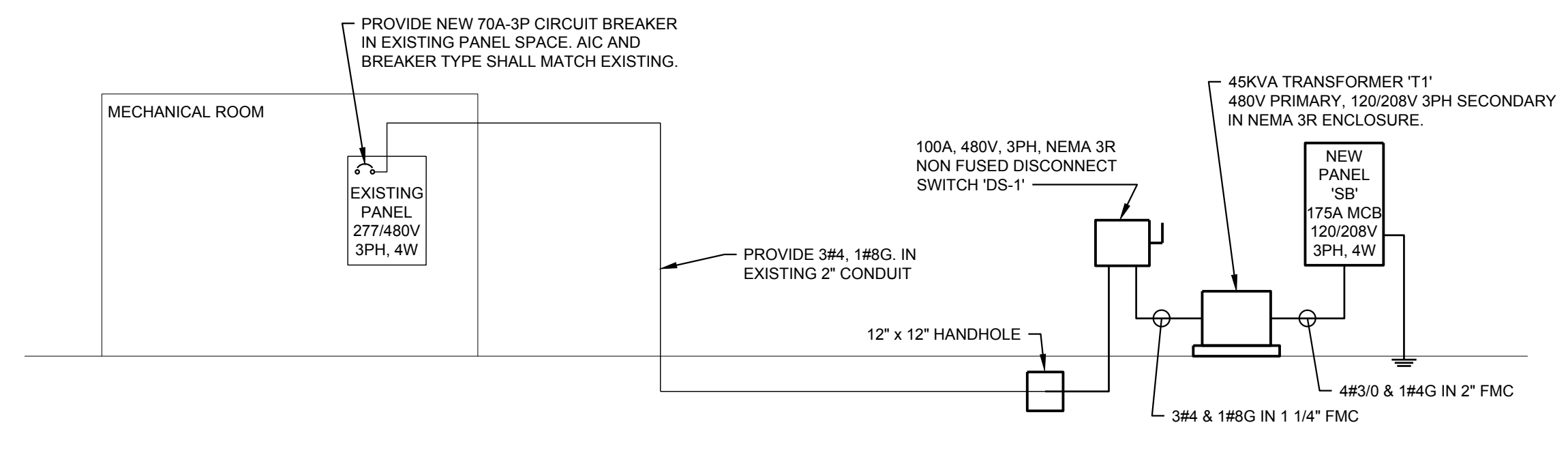
SCOREBOARD ELEVATION - ELECTRIC & DATA
NO SCALE

NOTES BY SYMBOL:

- EXTEND 30A-2P CIRCUITS FROM PANEL SB UP TO 8" X 8" X 4" JUNCTION BOX AND MAKE FINAL CONNECTION OF ALL CIRCUITS TO CIRCUITS INSTALLED TO JUNCTION BOX BY SCOREBOARD INSTALLER. COORDINATE EXACT NUMBER OF CIRCUITS TO EACH JUNCTION BOX WITH SCOREBOARD INSTALLER.
- OUTDOOR RACK WITH FIBER TERMINATION PATCH PANEL BY SCOREBOARD MANUFACTURER. EC TO INSTALL 2" DATA CONDUIT FROM NEW HAND HOLE TO DATA SCOREBOARD AND TERMINATE AT RACK. EC TO MAKE FINAL TERMINATION OF FIBER OPTIC CABLE ON FIBER PATCH PANEL PROVIDED BY SCOREBOARD MANUFACTURER IN RACK. COORDINATE LOCATION WITH INSTALLING CONTRACTOR PRIOR TO ROUGH IN.
- PROVIDE GFCI RECEPTACLE IN WP ENCLOSURE FOR FIBER CONVERTER AND CONNECT TO 20A-1P CIRCUIT BREAKER IN PANEL 'SB'.



DATA SINGLE LINE DIAGRAM
NO SCALE



ELECTRICAL SINGLE LINE DIAGRAM
NO SCALE

ELECTRICAL SPECIFICATIONS:

- A. GENERAL**
- ALL ELECTRICAL EQUIPMENT SHALL BE UL LISTED.
 - ALL ELECTRICAL INSTALLATIONS SHALL BE IN STRICT ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NFPA 70), AND LOCAL AUTHORITIES HAVING JURISDICTION.
 - ALL SYSTEMS ARE SHOWN SCHEMATICALLY. EXISTING CONDITIONS MAY DIFFER TO THE FIELD CONDITIONS. DEVIATIONS SHALL BE REPORTED TO THE CONSTRUCTION MANAGER PRIOR TO PROCEEDING WITH WORK. ALL DIMENSIONS ARE TO BE FIELD VERIFIED.
 - COORDINATE ALL WORK WITH OTHER CONTRACTORS AND SUBCONTRACTORS PRIOR TO START OF WORK IN ALL AREAS.
 - INSTALL ALL EQUIPMENT AND ENGINEERED PRODUCTS IN STRICT ACCORDANCE WITH MFG'S WRITTEN INSTALLATION PROCEDURES AND RECOMMENDATIONS.
 - IT IS INTENDED THAT THE DRAWINGS AND SPECIFICATIONS SHALL PROVIDE A WORKING INSTALLATION COMPLETE IN EVERY DETAIL AND ALL ITEMS NECESSARY FOR A COMPLETE INSTALLATION SHALL BE FURNISHED WHETHER OR NOT SPECIFIED OR SHOWN ON DRAWINGS.
 - DATA GIVEN HEREIN AND ON DRAWINGS IS AS EXACT AS COULD BE SECURED. ABSOLUTE ACCURACY IS NOT GUARANTEED AND THE CONTRACTOR SHALL OBTAIN EXACT LOCATIONS, MEASUREMENTS, ELEVATIONS, ETC., AT SITE AND SATISFACTORILY ADAPT HIS WORK TO ACTUAL BUILT CONDITIONS.
 - THE OMISSION OF EXPRESSED REFERENCE IN THE DRAWINGS OR SPECIFICATIONS TO ANY ITEM OF LABOR OR MATERIAL NECESSARY FOR THE PROPER EXECUTION OF THE WORK IN ACCORDANCE WITH PRESENT GOOD PRACTICES OF THE TRADE SHALL NOT RELIEVE THIS CONTRACTOR FROM PROVIDING, AT NO SUCH ADDITIONAL LABOR AND MATERIALS UNDER THIS CONTRACT.
 - ALL WORK SHALL BE EXECUTED AND ALL EQUIPMENT CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH THE CURRENT REQUIREMENTS OF ALL OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA), THE NATIONAL ELECTRICAL CODE (NEC) AS AMENDED TO DATE, UNDERWRITERS LABORATORIES (UL), NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA), OWNER'S INSURANCE UNDERWRITERS AND/OR OTHER AUTHORITIES HAVING JURISDICTION OVER PREMISES. PUBLIC UTILITIES WHICH HAVE CONNECTION WITH ANY SYSTEMS SPECIFIED, AND ALL FEDERAL, STATE, COUNTY AND LOCAL ORDINANCES AND REGULATIONS. NOTHING CONTAINED IN THESE SPECIFICATIONS OR SHOWN ON DRAWINGS, SHALL BE CONSTRUED TO CONFLICT WITH AFORESAID CODES, ORDINANCES, OR REGULATIONS. CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ACCIDENT TO PERSONS, MATERIAL OR PROPERTY CAUSED BY FAILURE TO ADHERE TO THE PROPER CODE REQUIREMENTS UNTIL THE OWNER HAS ACCEPTED WORK.
- B. WIRING DEVICES**
- ALL WIRING DEVICES SHALL BE MANUFACTURED BY HARVEY HUBBELL CO. OR APPROVED EQUAL.
 - ALL NORMAL POWER RECEPTACLES TO BE IVORY IN COLOR.
 - SWITCHES SHALL BE HEAVY DUTY AC QUITE TYPE, TOGGLE HANDLE, 20 AMP., 120-277 V., TYPE 1221 SINGLE POLE, TYPE 1223 THREE WAY, IVORY IN COLOR.
 - RECEPTACLES SHALL BE HEAVY DUTY, 2 POLE, 3 WIRE GROUNDING TYPE, NEMA 5-20R, 20 AMP., 125 VOLT TYPE 5302.
 - RECEPTACLES SHALL BE HEAVY DUTY, 2 POLE, 3 WIRE GROUNDING TYPE, NEMA 5-20R, 20 AMP., 125 VOLT WITH GREEN DOT ON FACE TYPE 5300.
 - GROUND FAULT RECEPTACLES SHALL BE NEMA 5-20R, 20A, 125V, TYPE GF-5362(IVORY).
 - COVER PLATE SHALL BE SMOOTH NYLON TYPE COLOR TO MATCH DEVICE BEING SERVED SWITCH COVER TYPE P1 SERIES, RECEPTACLES TYPE P8 SERIES, GFCI TYPE P426R SERIES.

- C. WIRING**
- CONDUCTORS SMALLER THAN #8 SHALL BE SOLID CONDUCTORS.
 - CONDUCTORS LARGER THAN #10 SHALL BE STRANDED CONDUCTORS.
 - ALL WIRING SHALL BE COPPER 98% CONDUCTIVITY.
 - INSULATION SHALL BE THINWALL OR AS NOTED OR SPECIFIED.
 - MINIMUM SIZE CONDUCTORS FOR POWER AND LIGHTING CIRCUITS SHALL BE #12 AWG.
 - MINIMUM SIZE FOR 120V CIRCUITS OVER 100 FEET TO THE FIRST OUTLET SHALL BE #10 AWG. (MINIMUM).
- D. PANELBOARDS**
- PANELS SHALL BE AS SHOWN ON THE DRAWINGS AND SHALL BE DEAD FRONT SAFETY TYPE MADE UP OF MOLDED INSULATING SECTIONS, AND ARRANGED SO THAT EACH SECTION CAN BE EASILY REMOVED WITHOUT DISTURBING THE OTHERS.
 - PANEL SHALL BE SO DESIGNED THAT THE BRANCH CIRCUIT CONNECTIONS TO THE MAIN BUS PROVIDE SEQUENCE (FULL DISTRIBUTED) PHASING.
 - PANEL SHALL HAVE MAINS SIZE, VOLTAGE, PHASE, AND CIRCUIT BREAKER - TYPE, TRIP RATINGS, ETC., AND QUANTITIES ALL AS SCHEDULED ON ELECTRICAL DRAWINGS. ALL CIRCUIT BREAKERS SHALL BE BOLT-ON TYPE QUICK-MAKE, QUICK-BREAK WITH THERMAL-MAGNETIC TRIPS. PROVIDE SEPARATE GROUND BUS WITH INDIVIDUAL BUS CONNECTIONS FOR EACH BRANCH CIRCUIT GROUND CONNECTION. GROUND BUS SHALL BE RATED AT FULL SIZE CAPACITY OF THE RATED CURRENT OF THE MAIN BUS.
 - CABINETS SHALL BE OF CODE GAUGE GALVANIZED STEEL. THE PANELBOARD FRONT SHALL CONSIST OF A FLAT PIECE OF SHEET STEEL WITH AN OPENING TO WHICH THE PANELBOARD DOOR IS ATTACHED BY MEANS OF SEMI-CONCEALED HINGES. DOOR SHALL BE PROVIDED WITH FLUSH TYPE, COMBINATION CYLINDER LATCH AND LOCK. CABINETS FOR THE DISTRIBUTION PANELS SHALL HAVE 5 INCHES OF GUTTER SPACE ON ALL SIDES AROUND PANELBOARDS AND LIGHTING PANELS SHALL HAVE A MINIMUM OF 5 INCHES ON ALL SIDES AROUND PANEL BOARD. MINIMUM ACCEPTABLE CABINET WIDTH SHALL BE 20".
 - WHERE CALLED FOR ON SCHEDULE, "SPACE" SHALL MEAN TO INCLUDE ALL NECESSARY BUS, DEVICE SUPPORTS AND CONNECTIONS.
 - ALL CURRENT CARRYING PARTS SHALL BE OF 98% CONDUCTIVITY COPPER.
 - PANELBOARDS SHALL BE THE STANDARD MANUFACTURED PRODUCT OF GENERAL ELECTRIC, CUTLER HAMMER, SIEMENS OR SQUARE D. ALL COMPONENTS OF THE PANELBOARDS SHALL BE THE PRODUCT AND ASSEMBLY OF THE SAME MANUFACTURER.

- E. RACEWAYS**
- TYPE MC CABLE SHALL BE USED FOR BRANCH CIRCUITS #6A AND SMALLER WHERE INSTALLED CONCEALED IN WALLS OR ABOVE CEILING AND PROTECTED FROM DAMAGE, WHERE USED IN HEALTH CARE FACILITIES IN AREAS OF PATIENT CARE MC CABLE SHALL BE RATED AS PER NEC REQUIREMENTS. HEALTH CARE FACILITY (HCF) SHALL BE OF ALUMINUM ARMOR, AND PROVIDED WITH ALL NECESSARY CONNECTORS. MEET UL STANDARD 4: NEC ARTICLE 517. WIRING FOR PANEL FEEDERS AND INSTALLED EXPOSED IN UNFINISHED SPACES SHALL BE RUN IN METAL CONDUIT (EMT, IMC, RIGID ALUMINUM OR RIGID STEEL).
 - FLEXIBLE METAL AND WATERPROOF FLEXIBLE METAL CONDUITS SHALL BE UTILIZED FOR FINAL CONNECTIONS TO MOTORS.
 - RIGID CONDUIT (RGS) SHALL BE OF MILD STEEL, PIPING, ZINC COATED. IT SHALL BE OF SUFFICIENT WEIGHT AND THICKNESS TO WITHSTAND CRACKING AND FEELING DURING BENDING. GALVANIZING SHALL CONSIST OF A COATING OF ZINC OF UNIFORM THICKNESS APPLIED BY EITHER ELECTROLYTIC OR HOT METAL DIP PROCESS.
 - EACH PIECE OF CONDUIT SHALL BE STRAIGHT, FREE FROM BLISTERS AND OTHER DEFECTS, CUT SQUARE AND TAPER REAMED AND SHALL BE FURNISHED IN 10 FOOT LENGTHS. THREADED AT EACH END. COUPLINGS SHALL BE SUPPLIED AT ONE END AND PROTECTION FOR THE OTHER END. ALL THREADS SHALL BE CLEARLY CUT. EACH LENGTH SHALL BEAR THE UNDERWRITERS' LABEL.
 - THIN WALL CONDUIT (EMT) SHALL BE OF SAME GENERAL CONSTRUCTION AS RIGID CONDUIT SPECIFIED ABOVE, EXCEPT FOR WALL THICKNESS.
 - PLASTIC CONDUIT SHALL BE TYPE II, SCHEDULE 40, AS MANUFACTURED BY CARLON PRODUCTS CORPORATION OR APPROVED EQUAL. PLASTIC CONDUIT SHALL BE COMPOSED OF MODIFIED HIGH IMPACT STYRENE AND SHALL CONFORM TO THE SOCIETY OF THE PLASTIC INDUSTRY AND FEDERAL SPECIFICATIONS NO. 1-C-0070-0.
- F. DEVICE BOXES**
- BOXES SHALL BE GALVANIZED STEEL, MOUNTED FLUSH IN WALL EXCEPT IN ELECTRICAL CLOSETS WHERE BOXES MAY BE SURFACE MOUNTED.
 - DEVICE BOXES SHALL BE MOUNTED AS FOLLOWS UNLESS SHOWN OTHERWISE.
 - DIMENSIONS ARE FROM FINISHED FLOOR TO CENTER OF DEVICE UNLESS NOTED OTHERWISE. LIGHT SWITCH 47" (6" ABOVE CENTER). DUPLEX RECEPTACLE 18" (6" ABOVE CENTER).
- G. BRANCH CIRCUITS**
- ALL 120VOLT BRANCH CIRCUITS SHALL BE PROVIDED WITH ITS OWN NEUTRAL CONDUCTOR. SHARING OF NEUTRALS SHALL "NOT" BE ALLOWED.
- H. GROUNDING**
- ALL BRANCH CIRCUITS SHALL BE PROVIDED WITH EQUIPMENT GROUNDING CONDUCTOR SIZED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE TABLE 250-122.

CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS FOR THE ENTIRE PROJECT BEFORE PROCEEDING WITH THE WORK.

Issued for Review - Not for Construction 05/22/2024

ENLARGED PARTIAL PLANS, DETAILS & SPECIFICATIONS
SAUCON VALLEY SCHOOL DISTRICT
NEW SCOREBOARD
LOWER SAUCON TOWNSHIP
NORTHAMPTON COUNTY, PA

DATE:	05/22/2024	DSGN:	JAP
SCALE:	AS NOTED	CHK:	SPL
DRAWN:	JAP	APPRD:	SPL
JOB:	1046724.000	P MGR:	SPL
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