

# Saucon Valley School District

## Regular Meeting of the Board of Education

August 27, 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 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** – Personnel
- VI. **Approval of Minutes** – August 13, 2024
- VII. **Recognition** – None
- VIII. **Presentation** – Safety/Mental Health – *Jillian Brodhead and Robert Frey*
- 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 – \$1,755,111.03
  - B. Cafeteria Expenditures – None
  - C. Health Benefits – \$1,035,783.24
  - 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
- B. Condensed Board Summary Report
- C. Budget Transfers – None
- D. Middle School Activity Report – None
- E. High School Activity Report – July 31, 2024

**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. None

**Affiliation Agreement – DeSales University**

- 1. Approve the attached agreement between Saucon Valley School District and DeSales University regarding participation of DeSales University students in practicum experiences or student teaching at SVSD.

**ESSA MOU**

- 2. Approve the attached MOU with Community Services for Children for the 2024-2025 school year.

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

**B. Personnel**

**Items/Projects for Discussion**

- A. None

**Recommendations for Approval**

**District Office Administrative Assistant**

- 1. Approve Elizabeth Gallagher as District Office Administrative Assistant at an hourly wage of \$19.59, AA4, with benefits per the current Administrative Assistants Compensation & Benefits Plan, pending completion of employment paperwork.

**General Kitchen Help**

- 2. Approve Shannon Mininger and Ashley Diamond as General Kitchen Help at \$15.00/hour and benefits per the current Food Service Agreement.

**Modification to Act 93 & Administrative Assistants Compensation & Benefits Plans**

- 3. Approve a modification to the Compensation and Benefits Plans approved on September 13, 2022, for the Act 93 and Administrative Assistants, groups so as to provide for up to an additional 1% added to the compensation pools for the respective groups for 2024-2025.

**Modification to Food Service & Paraprofessional Compensation & Benefits Plans**

- 4. Approve a modification to the Compensation and Benefits Plans approved on September 13, 2022, for Food Service and Paraprofessional groups so as to provide for up to an additional 1% added to the raises scheduled for 2024-2025.

**2024-2025 Substitute Teachers**

- 5. Approve the following additions to the substitute teachers list for the 2024-2025 school year:  
Melanie DeSanctis

**Instructional Paraprofessionals – Transfer Part Time to Full Time**

- 6. Approve the transfer of Gail Isbell and Tamara Humphries from Part-Time to Full-Time Instructional Paraprofessionals with benefits per the current Education Support Staff Agreement effective August 21, 2024.

**Resignation**

- 7. Approve the resignation of Hannah Florendo – Dedicated Building Substitute effective August 16, 2024

**Mentors**

- 8. Approve the following mentor for the 2024-2025 school year. Salary is per the current professional agreement, which may be prorated if not a full year of mentorship.

<u>Mentor</u>	<u>Inductee</u>
Randi McCullough	Jessy Severino
Katie Fisher	Jim Case

**Unpaid Medical Leave**

9. Approve an unpaid medical leave for Brenda Bohlen – Food Service, from September 6, 2025 until approximately March 1, 2025 or sooner if released by her physician. She will be using her sick days from August 21, 2024 until September 5, 2024

**Unpaid Medical Leave**

10. Approve an unpaid medical leave for Michelle Brozoski - Instructional Paraprofessional, from September 16, 2025 until approximately March 1, 2025 or sooner if released by her physician. She will be using her sick/personal days from August 21, 2024 until September 13, 2024

**Bus Driver Transfer – Part Time to Full Time**

11. Approve the transfer of Ronald Yeakel from Part-Time to Full-Time Bus Driver with benefits per the current SVE Support Professionals Contract effective August 22, 2024.

**2024-2025 Fall Athletic Coach**

12. Approve the following 2024-2025 Fall Athletic Coach:  
Salome Carr – Assistant Coach Jr. High Field Hockey- \$2,800

**Retirement**

13. Approve the retirement of Susan Becker, instructional paraprofessional effective August 12, 2024.

**Homebound Instructors**

14. Approve the following Homebound Instructors for the 2024-2025 school year, at an hourly rate of \$45.00:  
Lara McCarthy  
Chad Shirk  
Thomas Koch

**Part-time Instructional Paraprofessionals**

15. Approve the following individuals as Part-time Instructional Paraprofessionals at \$20.98 an hour, effective upon completion of employment paperwork:  
Sarah Walters  
Gabrielle Garza

**District Photographer**

16. Approve Jessica Rasich as District Photographer for stipend of \$1500 for the 2024-25 school year.

**FMLA/Unpaid Leave**

- 17. Approve FMLA for George Velas, Jr. from June 12, 2024 until September 3, 2024. Mr. Velas has exhausted all of his existing paid time off. He is requesting an unpaid medical leave from August 6, 2024 until release by his physician. FMLA will run concurrently with his paid and unpaid time off.

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

**C. Facilities**

**Items/Projects for Discussion**

- A. Facilities Committee Summary – August 14, 2024

**Surplus/Obsolete**

- 1. Approve the attached surplus/obsolete item.

**School Affiliated Organizations**

- 2. Approve the following list of School Affiliated Organizations which allows use of School or District name and operating in relation to the school district's program:

- |  |                                |
|--|--------------------------------|
| Football Booster Club                    | SV Music Connection            |
| Wrestling Booster Club                   | Boys Soccer Booster Club       |
| SV Performing Arts Association           | ES Parent Teacher Organization |
| SV Athletics Booster Club                | MS Parent Teacher Group        |
| SV Foundation for Educational Innovation |                                |

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

**D. Finance**

**Items/Projects for Discussion**

- A. Finance Committee Summary – August 14, 2024

**HUDL Subscription Renewal**

- 1. Approve the attached agreement for HUDL Subscriptions for 3 years. The total cost for 3 years is 53,000.00. The first payment for the 2024-2025 school year is \$18,000.

**Musical Contracts**

- 2. Approve the attached Theatre Musical Contracts:
  - Elementary School (grades 3-5) - Seussical Kids \$590.00
  - Middle School (Grades 6-8) - 13 JR - \$570.00

**MKSD Architects \***

3. Approve the agreement with MKSD Architects to provide Architectural & Engineering Design Services for the renovations to the Athletic Trainer area in the High School in the amount of \$23,100.00.

**Advanced Athletic Services \***

4. Approve the agreement with Advanced Athletic Services for the refurbishment of the Baseball and Softball fields. The cost is \$48,575.00.

**Northern Nurseries \***

5. Approve the purchase from Northern Nurseries of 130 tons of Diamond-Tex Premium infield mix which will cost \$10,791.30

**Pool Starting Blocks \***

6. Approve the attached agreement with Kiefer Aquatics for six starting blocks and installation accessories for 32,009.52, pending review of solicitor.

**Pool Timing System \***

7. Approve the attached agreement with Colorado Time Systems for a new timing system in the amount of

**Band Uniforms \***

8. Approve the attached agreement with Stanbury Uniforms for 75 band uniforms & 85 raincoats at a cost of \$48,323.26 pending review of solicitor.

**Digital Marquees \***

9. Motion to approve the agreement with Fast Signs to purchase, installation of digital signs for a price up to \$100,000. Included in these expenses are costs of electrical and engineering for permit purposes.

**Bayada Nursing Contract**

10. Approve the contract with Bayada, Inc. for in-school and field trip nursing services at a rate of \$65/hour.

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 ~**

September 10, 2024 – 7 pm – Business Meeting – High School Audion

September 24, 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, August 13, 2024, in the High School Auditorium. Present were Directors William Broun, Donald Carpenter, John Conte-online, Vivian Demko, Cedric Dettmar-online, Dr. Laurel Erickson-Parsons, Tracy Magnotta-online, and Dr. Shamim Pakzad, Jay Santos. Judith Riegel, Board Secretary; Mark Fitzgerald, District Solicitor; and Jaime Vlasaty, Superintendent.

**I. Call to the Order** – 7:10 pm - *Dr. Shamim Pakzad, President, presiding*

**II. Pledge of Allegiance**

**III. Recording of Attendance** – *Judith Riegel, Board Secretary*  
7-present, 2-absent (Conte & Magnotta)

**IV. Motion to Approve Agenda** – Director Erickson-Parsons, seconded by Director Santos moved to approve the agenda. Vote: 7-yes, 0-no, 2-absent (Conte & Magnotta)

**V. Announcement of Executive Session** – Personnel & Special Education Legal Matter

**VI. Approval of Minutes** – Director Broun, seconded by Director Santos, moved to approve the minutes of July 23, 2024. Vote: 7-yes, 0-no, 2-absent (Conte & Magnotta)

**VII. Recognition** – None

Director Conte joined the meeting online – 7:13 pm

**VIII. Presentation** – SVSD Communication Plan 2024-2025 - Liam Goldrick, Donovan Group

**IX. Superintendent's Report** – *Jaime Vlasaty, Superintendent* –

Administration and staff have been busy with start of the year preparations for the 2024-25 school year.

1. Teachers have been attending professional development sessions on and off campus.
2. Many writing new curriculum for many of our classes both new and revised K-12
3. Many of our staff have returned to the schools to prepare their classrooms and spaces to welcome kids on August 21st.
4. Our custodian and maintenance crews have been working hard to ensure our facilities are exceptional for when our buildings finally open.

Administration has been working over the summer to hire long term substitutes and new positions- some of which you will see on the agenda this evening.

We have three LTS positions- Kali Stengall for Mrs. Betz and Zachary Rosamalia for Ashley Yestrumkus - high school. We also hired a yearlong ELD LTS, Linda Stiansen - elementary school.

David Micalrya- is our new Elementary Sped teacher

Jessy Sevrino- social worker

James Case is the Career Coordinator

Joseph Schoenley is the new 4th grade Spanish immersion teacher

Mr. Roberts will be returning to the Middle School and Mr. Chad Miller will be in middle school.

Based on enrollment numbers in classes we transferred and shared teachers between buildings.

Ms. Cheddar – Pd 2 HS to MS

Ms. Keeney – HS to MS

Ms. Loverdi – MS to HS

Mr. Schleicher – HS to MS

Ms. Palmer – ES to MS

Ms. Kern- (MS to HS)

Ms. Boushell- Pd 6 (shared)

Ms. Yestrumkus- Pd 5 (science support)

Mr. Koch- Pd 3 (remain at middle school)

Ms Schultz- Pd 1 (math support K-8)

Ms. Ruiz- (shared)

Ms. Sakastz (shared)

We have a math specialist, science support K-12, increased ELD support, increased reading support, separated college/ career, maintained low class sizes at our lower grade level, full time mental health support through District LSW, increased enrollment in our

HS art classes, STEM in our encore cycle at the elementary, new physical education course, two dual enrollment courses through Pitt and new AP courses.

We have 10 dedicated substitutes in our District to begin the year and 9 day to day substitutes and we continue to add them as the year goes on.

Next Board meeting, we will have updates on our facilities and Mr. Frey and Ms. Brodhead will provide updates on the new supports and safety measures for our students, teachers and staff.

I want to extend a thank you for everyone who has gone above and beyond this summer in preparing another great school year! We are set for the 21st and I hope to have some amazing updates from our first week of school at the next meeting as well!

## **X. Courtesy of the Floor to Visitors – Agenda Items Only – None**

### **XI. Presentation of Bills – David Bonenberger**

- A. General Expenditures – \$ 1,895,268.49
- B. Cafeteria Expenditures – None
- C. Health Benefits – None
- D. Capital Projects – None

1. Approve the above Presentation of Bills.

Director Erickson-Parsons, seconded by Director Broun, moved to approve the Presentation of the Bills. Vote: 8-yes, 0-no, 1-absent (Magnotta)

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

- A. Cash Investment and Bond Activity - None
- B. Condensed Board Summary Report - None
- C. Budget Transfers – None
- D. Middle School Activity Report – None
- E. High School Activity Report – May & June 2024

1. Approve the above Treasurer’s Report.

Director Santos, seconded by Director Erickson-Parsons, moved to approve the Treasurers Report. Vote: 8-yes, 0-no, 1-absent (Magnotta)

## **XIII. AGENDA ITEMS**

### **A. Education**

- A. Academic & Personnel Committee Summary - August 7, 2024

1. Approve the following Student Handbooks:

High School Student Handbook

Middle School Student Handbook

Elementary School Student Handbook

Director Erickson-Parsons, seconded by Director Carpenter, moved to approve Education Item #1. Vote:8-yes, 0-no, 1-absent (Magnotta)

2. Approve the first reading of the following policies:

Policy 709 - Building Security

Policy 805 - Emergency Preparedness and Response

Director Santos, seconded by Director Carpenter, moved to approve Education Item #2. Vote:8-yes, 0-no, 1-absent (Magnotta)

3. Approve the second and final reading of the following Policies

Policy 114 – Gifted Education

Policy 122 – Extracurricular Activities

Policy 123 – Interscholastic Athletics

Policy 123.1 – Concussion Management

Policy 123.2 – Sudden Cardiac Arrest

Policy 143 – Standards for Persistently Dangerous Schools

Policy 144 – Standards for Victims of Violent Crimes

Policy 218 – Student Discipline

Policy 218.2 – Terroristic Threats/Acts

Policy 218.3 - Placement of Students Convicted-Adjudicated of Sexual Assault

Policy 222 – Tobacco and Vaping Products

Policy 222-AR-0 – Tobacco and Vaping Products

Policy 222-AR-1 - Tobacco and Vaping Product Violation Parental Notification

Policy 226 - Searches

Policy 227 - Controlled Substances/Paraphernalia

Policy 227-AR-0 – Controlled Substance Paraphernalia

Policy 233 - Suspension and Expulsion

Policy 237 - Electronic Devices

Policy 309 – Assignment and Transfer

Policy 323 – Tobacco and Vaping Products

Policy 351 – Controlled Substance Abuse

Policy 351-AR-0 – Drug-Free Workplace Notice

Policy 351-AR-1 – Record of Reasonable Suspicion

Policy 409 – Assignment & Transfer

Policy 913.1 AR – Flyers

Policy 916 – Volunteers

Safe to Say Procedures

Director Erickson-Parsons, seconded by Director Carpenter, moved to approve Education Item #3. Vote:8-yes, 0-no, 1-absent (Magnotta)

Director Magnotta joined the meeting 8:08 pm.

Director Carpenter, seconded by Director Santos, moved to approve the amending Policy 409 by adding, “9. Provide the Board a public update and summary of the transfers and assignments prior to the school year in which the transfers are to be effective.” Vote: 9-yes, 0-no

Director Carpenter, seconded by Director Erickson-Parsons, moved to approve the amended Policy 409. Vote: 9-yes, 0-no

## B. Personnel

1. Approve the following long-term substitutes:

Kali Steingall as an Elementary Long-Term Substitute at Bachelors, Step 1, \$59,182.00, for the 2024-2025 school year.

Linda Stiansen as an ESL Long-Term Substitute in the Elementary School at Bachelors, Step 1, \$59,182.00, for the 2024-2025 school year. Effective upon completion of employment paperwork

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

2. Approve Joseph Schoenly as an Elementary Spanish Immersion Teacher at Masters +30, Step 14, \$97,744.00, effective upon completion of employment paperwork and release from current position.

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

3. Approve James Case as Career Coordinator at Bachelors Step 6, \$65,833. Start date to be determined upon release.
4. Approve the change of classification for Sherry Belskie from AA4 to AA5 at an hourly rate of \$20.79 and \$1.00 per hour increase effective July 1, 2024.
5. Approve the following mentors for the 2024-2025 school year. Salary is per the current professional agreement, which may be prorated if not a full year of mentorship.

**Mentor**

Kellie King  
Kaitlin Dennington  
Beth Ravier

**Inductee**

Kali Steingall  
David Michaylira  
Joseph Schoenly

6. Approve the following department/team leaders/grade level chairs for the 2024-25 school year. The stipend will be \$2,500 per position.

**High School Department Chairpersons**

Robin Heppenheimer – ELA  
Cheri Chisesi – Mathematics  
Jessica Friday – Social Studies

Kimberly Mertz – Science  
Amber Sams – Related Arts  
Megan Bath – Special Education

**Middle School Department Chairpersons**

Lynn Cheddar – ELA- Co-Chair (split stipend)  
Lara McCarthy – ELA- Co-Chair (split stipend)  
Amanda Holveck – Mathematics  
Victoria Gazzana - Social Studies  
Amie Geissinger – Science  
Phillip Russell - Related Arts - Co-Chair (split stipend)  
Meredith Lesney - Related Arts- Co-Chair (split stipend)  
Dana Russo - Special Education

**Elementary Grade Level/Department Chairpersons**

Rebecca Harvey – Kindergarten  
Jennifer Davison – Grade 1  
Holli Conrad – Grade 2  
Paige Hestand – Grade 3  
Beth Ravier – Grade 4  
Kaitlyn Dennington – Special Education Co-Chair (Split Stipend)  
Brianna Barona – Special Education (Split Stipend)  
Joanna Lemay – Related Arts

**District**

Katie Fisher – K-12 Guidance  
Kassandra Diehl – K-12 Foreign Language  
Leah Mickey – K-12 Reading  
Megan Kern – K-12 ELD

7. Approve the following resignations:  
Jacqueline Febbo, high school teacher, effective August 16, 2024.  
Jessica Cummings, middle school teacher, effective August 8, 2024.
8. Approve Jessica Rasich as a full-time middle school administrative assistant with an hourly wage of \$18.53, AA3, and benefits per the current Administrative Assistants Compensation & Benefits Plan pending completion of employment paperwork.
9. Approve the attached Addendum to the current Educational Support Staff to add the classification of Registered Behavioral Technician.
10. Approve the following individuals as Part-time Instructional Paraprofessionals \$20.98 an hour, effective upon completion of employment paperwork:  
Danielle Frain  
Molly Kroboth  
Mason Stewart

11. Approve Scott Correll as a Part-time Non-Instructional Paraprofessional at \$20.18 an hour, effective upon completion of employment paperwork.
12. Approve Angela Muzzicato as a Part-time Registered Behavior Technician - Instructional Paraprofessional at \$25.00 an hour, effective upon completion of employment paperwork.
13. Approve the following individuals on the Theatre Teams:
  - High School Theater Team
    - Lex Donatelli – High School Director (Fall & Spring) - \$6,775
    - Vicki Marie Van Hise – Asst. Musical Director - \$1,400
    - Elizabeth Trostle – Musical Choreographer - \$1,900
    - Vicki Marie Van Hise – Musical Vocal Director - \$1,850
    - Jonathan Girton – Musical Set Construction/Design - \$2,100
  - Middle School Theater Team
    - Kendra Schessler – 6-8 Musical Director - \$5,250
    - Calista Unger - 6-8 Asst. Musical Director - \$2,000
  - Elementary School Theater Team
    - Kendra Schessler – 3-5 Musical Director - \$3,500
    - Calista Unger - 3-5 Asst. Musical Director - \$2,000
    - Kendra Schessler – K-2 Musical Director - \$1,250
    - Calista Unger - K-2 Asst. Musical Director - \$2,000
14. Approve the following additions to the substitute teachers list for the 2024-2025 school year:
  - Regina Albano      Lorraine Grosset      Thomas Roney
15. Approve Nancy Bohnhorst for a medical leave. She will be going out on August 8, 2024, and will use 10 sick days before enacting FMLA, which will run concurrently with her paid time off. Her return is October 3, 2024, or earlier if released by her physician.
16. Approve the retirement of:
  - Linda Framhein, Full Time K-12 Technology Assist., effective January 3, 2025.
  - Katherine Jackson – Full Time Paraprofessional – effective August 5, 2024
17. Approve the resignations of the following individuals:
  - James Chisesi, Part-Time Paraprofessional - effective July 31, 2024
  - Annette Kacerik – Part-Time Food Service – effective August 6, 2024
18. Approve the following Co-curricular Advisors for the 2024-2025 school year.
  - Robert Svitilla – Robotics (grades 9-12) - \$6,500
  - Robert Svitilla – Robotics (grades 7/8) - \$5,000
  - Robert Svitilla – Robotics (grades 5/6) - \$2,160

Deb Kimball – FCCLA – Volunteer  
Benjamin Broadhead - Marching Band Section Tech – Volunteer  
Hailey Pudliner - Marching Band Section Tech – Volunteer  
Trinity Oakes - Marching Band Section Tech – Volunteer

19. Approve the following 2024-2025 Fall Athletic Coaches:  
Amya Rivera-Soto- Head MS Volleyball- \$3,000  
Ashley Rostkowski- Assist MS Volleyball- \$1,000  
Lauren Musselman- Assist Varsity Field Hockey- \$3,150  
Cole Schamber- Asst Varsity Boys Soccer- \$1,700  
Kris Horton – Asst. Boys Soccer - \$1,700  
Melissa Parsons – Asst. Varsity Volleyball - \$3,200  
Leann Markwalter- Cross Country - Volunteer
20. Approve Ashely Yestrumkus for Educational Sabbatical for the Spring Semester of 2024-2025 school year.

Director Erickson-Parsons, seconded by Director Dettmar, move to approve Personnel Items #3-20. Vote: 9-yes, 0-no

**C. Facilities**

1. Approve the 2024-2025 bus routes and bus drivers subject to change based on enrollment.
2. Approve the attached list of Surplus/Obsolete items.

Director Erickson-Parsons, seconded by Director Santos, move to approve Facilities Items #1 & 2. Vote: 9-yes, 0-no

**D. Finance**

1. Authorize Fox Rothschild LLP to enter into an agreement for the property located at 255 Front Street in Hellertown Borough and further identified as tax parcel identification number Q7SW3A 8 13 0715 exempting the property from real estate taxation for tax year 2024 (School District tax year 2024-2025) and for each subsequent tax year until a change in the property pursuant to applicable law.

Director Dettmar, seconded by Director Carpenter, move to approve Finance Item #1. Vote: 8-yes, 0-no, 1 – abstain (Erickson-Parsons)

2. Approval of the proposed agreement with Mind of An Athlete, LLC. and the Saucon Valley School District for athletic programming for the 2024-2025 school year.

Director Erickson-Parsons, seconded by Director Demko, move to approve Finance Item #2. Vote: 8-yes, 0-no,

3. Approve the change of bid thresholds in Policy 610 per the PA Department of Labor.
4. Approve the following contracts with Colonial IU 20:  
Alternate and Regular Education Transportation  
One-on-One Services
5. Approve the agreement with Bancroft for educational services for student #2808931603 for the 2024-2025 school year.
6. Approve the attached credit change order for the HV/AC project.

Director Erickson-Parsons, seconded by Director Carpenter, move to approve Finance Item #3-6. Vote: 9-yes, 0-no,

7. Approve the Saucon Valley School District's proposed revision to the BAVTS Articles of Agreement.

Director Dettmar, seconded by Director Conte, move to approve Finance Item #7.

Director Demko, seconded by Director Santos, called to end discussion.  
Vote: 6-yes, 3-no (Carpenter, Pakzad, Santos)

Director Dettmar, seconded by Director Conte, move to approve Finance Item #7.  
Vote: 7-yes, 0-no (Demko, Santos)

8. Motion to appoint a negotiating team consisting of Dr. Shamim Pakzad, Mr. William Broun, and Mr. Donald Carpenter to negotiate the BAVTS agreement between Saucon Valley School District, Bethlehem Area School District, and Northampton Area School District.

Director Carpenter, seconded by Director Erickson-Parsons, move to approve Finance Item #8.

Director Carpenter, seconded by Director Santos moved to amend the agenda for Finance #8, to replace William Bourn with Laurel Erickson-Parsons.  
Vote: 8-yes, 1-no (Demko)

Director Dettmar, seconded by Director Conte, move to approve the amended Finance Item #8. Vote: 8-yes, 1-no (Demko)

## E. Community Updates

- **Hellertown/Lower Saucon Chamber of Commerce** – *John Conte* – None

- **Saucon Valley Foundation for Educational Innovation** – *Tracy Magnotta* - None

**F. Northampton Community College** – *Susan Baxter* - None

**G. Bethlehem Area Vo-Tech School** – *Vivian Demko & Cedric Dettmar* – The first reading of the Comprehensive Plan was approved.

**H. Colonial Intermediate Unit** – *Dr. Shamim Pakzad* - None

**I. PSBA Representative** – *Donald Carpenter* - Commented on the upcoming PSBA elections.

**J. New Business** - None

**K. Old Business** - None

**XIV. Citizens’ Inquiries and Comments** –

H. Ziegler – Commented on Bethlehem Area Vocational-Technical School Agreement.

**XV. Announcements**

**Future Meetings ~**

August 27, 2024 – 7 pm – Business Meeting – High School Audion

September 10, 2024 – 7 pm – Business Meeting – High School Audion

**XVI. Motion to Adjourn Meeting**

Board President Pakzad adjourned the meeting.

Time: 10:05 pm

ATTEST \_\_\_\_\_

Secretary

\_\_\_\_\_

President

## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - FULTON BANK - GENERAL    **Payment Dates:** 08/28/2024 - 08/28/2024

**Payment Categories:** Regular Checks  
**Sort:** Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		AFLAC	DED: AFLA - Full Payroll Pay Date: 8/22/2024	DED: AFLA - Full Payroll Pay Date: 8/8/2024	66.54
		AHOLD FINANCIAL SERVICES	SUPERINTENDENT MEAL/REF	DUE TO/FROM CAFETERIA FUND	187.53
		AMAZON CAPITAL SERVICES	DUE TO/FROM CAFETERIA FUND		112.47
		AMERICAN CHORAL DIRECTOR ASSOCIATION	Membership		125.00
		AMERICAN INSPECTION AGENCY INC.	Pool Insepction		350.00
		BEHAVIORIAL HEALTH ASSOCIATES	SUMMER SCHL - PROF ED SRV OTHER ED - HS	SUMMER SCHL - PROF ED SRV OTHER ED - MS	2,299.00
		BETHLEHEM SEWERAGE AND EXCAVATING SERVICES LLC	Maintenance Agreement Renewal		435.00
		BJOREM SPEECH PUBLICATIONS	Speech supplies		203.99
		BUS PARTS WAREHOUSE	Supplies		354.34
		BUSS ROSEMARIE	SENIOR CITIZENS TAX REBATE		700.00
		BUXMONT AIR DUCT & VENT CLEANING	Repairs/Maintenance		2,800.00
		CENTRAL SUSQUEHANNA INTERMEDIATE UNIT	EDUC SOFT & LIC - BUS OFC		36,631.58
		CHRISTMAN CECELIA M.	SENIOR CITIZENS TAX REBATE		300.00
		COLONIAL LEAGUE	Colonial League Dues		5,740.00
		CREST/GOOD MFG. CO	Supplies		3,731.00
		DEGLER-WHITING INC.	Maintenance Agreement Renewal		3,798.00
		DOROTHY HAWK	SENIOR CITIZENS TAX REBATE		300.00
		EASTERN FOOTBALL CONFERENCE	DUES & FEES ATHLETICS 9-12		100.00
		F.W. WEBB COMPANY	Supplies		930.71
		F.W. WEBB COMPANY	Supplies	SUPPLIES - PLANT OPERATIONS	61.26

\* - 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 - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Regular Checks  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		GARY TRITTENBACH	SENIOR CITIZENS TAX REBATE		300.00
		GOLD STAR FOODS, INC.	DUE TO/FROM CAFETERIA FUND		262.08
		GOLFBALLS.COM	Golf Balls		858.66
		GraceNotes LLC	Sightreading Subscription		400.50
		HERSHEY'S CREAMERY COMPANY	DUE TO/FROM CAFETERIA FUND		2,066.64
		HIGH MEADOWS LANDSCAPING LLC	Repairs/Maintenance		5,580.00
		HSLC	Power Library Databases		325.00
		INFOBASE	Infobase database subscription(Blooms Lit		935.60
		JEN SCHMELL	DUE TO/FROM CAFETERIA FUND		25.20
		JOHN JAMICKY	SENIOR CITIZENS TAX REBATE		231.56
		JOSHUA TREE INC.	Landscaping		1,049.15
		KELLY ANN SPRADLIN	TUITION NON PUB - COMP ED 9-12		28,100.00
		KOCH RICHARD L.	SENIOR CITIZENS TAX REBATE		300.00
		LITZENBERGER JANE	SENIOR CITIZENS TAX REBATE		550.00
		LOGAN KIRIPOSKI INC.	Agreement Renewal		1,000.00
		LOWE'S	SUPPLIES - PLANT OPERATIONS	SUPPLIES - BUSINESS OFFICE	1,693.33
		MKSD ARCHITECTS	SOLICITOR RETAINER		195.00
		MONTGOMERY COUNTY IU #23	EDUC SOFT & LIC - BUS OFC	SOFT & LIC - PRINC OFC 9-12	3,735.10
		MOUNTAIN ENVIRONMENTAL & RADON SERVICES LLC	Repair/Maintenance Equipment		20,400.00
		O.R.E. RENTAL EQUIPMENT	SUPPLIES - PLANT OPERATIONS		133.52
		OVERHEAD DOOR CO. OF ALLENTOWN	Repair/Maintenance Equipment		520.00

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## FUND ACCOUNTING PAYMENT SUMMARY

**Bank Account:** GF - FULTON BANK - GENERAL    **Payment Dates:** 08/28/2024 - 08/28/2024

**Payment Categories:** Regular Checks  
**Sort:** Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		PEN ARGYL AREA SCHOOL DISTRICT	SPEC ED TUITION CHARTER SCHOOL		6,785.86
		PENNSYLVANIA MUSIC EDUCATORS-PMEA	PMEA Membership		294.00
		REV ROBOTICS	Robotics supplies		267.53
		RICE JOSEPH	SENIOR CITIZENS TAX REBATE		300.00
		ROBOTEL CORP	subscription	Online Onboarding 1H/ NA Online Onboarding	1,821.00
		ROCKLAND BAKERY INC.	DUE TO/FROM CAFETERIA FUND		233.10
		ROHRER BUS SALES INC.	Supplies		690.17
		SAUCON VALLEY BIKES	Giant Stance 29 2 XL bike		1,400.00
		SAUCON VALLEY CAFETERIA	SUPPLIES - BUSINESS OFFICE		10.01
		SAUCON VALLEY FOOTBALL CLUB	OTHER LIABILITIES		2,992.27
		SCHOLASTIC MAGAZINES	Scholastic French	SOFTWARE AND LICENSE 5-8	240.63
		SCHUYLER DENNIS	SENIOR CITIZENS TAX REBATE		300.00
		SERVICE ELECTRIC TELEPHONE CO.	TELEPHONE		1,141.52
		SERVICE TIRE TRUCK CENTERS	Supplies		3,612.60
		SINGER EQUIPMENT COMPANY	DUE TO/FROM CAFETERIA FUND		481.22
		SMODISH ELAINE C.	SENIOR CITIZENS TAX REBATE		300.00
		SNO Sites	High School Newspaper Website Subscription		500.00
		SUCCESSORIES LLC	Successories-		451.38
		SYSCO OF CENTRAL PA	DUE TO/FROM CAFETERIA FUND		6,418.71
		TAMMY HOFMANN	DUE TO/FROM CAFETERIA FUND		136.70

\* - 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 - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Regular Checks  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		TENNANT SALES AND SERVICE CO.	Repair/Maintenance Equipment		362.70
		THE PENNSYLVANIA CYBER CHARTER SCHOOL	SPEC ED TUITION CHARTER SCHOOL	TUITION - CHARTER SCHOOLS	39,822.51
		UNITED ART & EDUCATION	Art Supplies		5,171.76
		WILLIAM H. SADLIER INC.	VWIE SB Site Lic (100 Or less)		1,766.24
		ZANER-BLOSER	Superkids Consumables		11,190.00
<b>10 - GENERAL FUND</b>					<b>214,577.67</b>
<b>Grand Total All Funds</b>					<b>214,577.67</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>0.00</b>
<b>Grand Total Manual Checks</b>					<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>214,577.67</b>
<b>Grand Total Virtual Payments</b>					<b>0.00</b>
<b>Grand Total All Payments</b>					<b>214,577.67</b>

\* - 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 - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Direct Deposits  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ABA SUPPORT SERVICES LLC	PROF SERVICES - MS L SUPPORT		311.58 <i>D</i>
		AGORA CYBER CHARTER SCHOOL	TUITION - CHARTER SCHOOLS		4,879.44 <i>D</i>
		AMAZON CAPITAL SERVICES	Supplies for 3rd grade	Ice Machine Replacement	25,926.04 <i>D</i>
		AMERICHEM	Supplies		22.65 <i>D</i>
		ARTS ACADEMY CHARTER SCHOOL	TUITION - CHARTER SCHOOLS	SPEC ED TUITION CHARTER SCHOOL	24,906.19 <i>D</i>
		ARTS ACADEMY ELEMENTARY CHARTER SCHOOL	SPEC ED TUITION CHARTER SCHOOL		7,112.26 <i>D</i>
		ASCENDANCE TRUCKS PENNSYLVANIA LLC	Supplies		1,980.70 <i>D</i>
		BACHIK ROSE A.	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		BANCROFT	SPEC ED TUITION CHARTER SCHOOL		4,230.00 <i>D</i>
		BARRY ISETT & ASSOCIATES INC	OTHER LIABILITIES		1,330.00 <i>D</i>
		BSN SPORTS LLC	UNIFORMS GOLF BOYS VARSITY	Footballs	3,516.49 <i>D</i>
		CAROLYN LOVERDI	TUITION REIMB REGULAR 9-12		1,545.00 <i>D</i>
		CENGAGE LEARNING	Accounting Textbooks		7,029.00 <i>D</i>
		CINTAS FIRE	Maintenance Agreement Renewal		4,725.14 <i>D</i>
		CIRCLE OF SEASONS CHARTER SCHOOL	TUITION - CHARTER SCHOOLS		8,896.97 <i>D</i>
		COLONIAL INTERMEDIATE UNIT #20	SPECIAL ED IU CONTRACTED SVCS		38,518.15 <i>#D</i>
		CONSTELLATION ENERGY GAS SERVICES LLC	NATURAL GAS - PLANT OPERATIONS		2,641.38 <i>D</i>
		CYBERSOFT TECHNOLOGIES INC	TECH SUPPORT SERVICES - DISTRICT		1,995.00 <i>D</i>
		David L Jost	TUITION REIMB REGULAR 5-8		3,250.00 <i>D</i>
		DEBORAH KIMBALL	TUITION REIMB REGULAR 9-12	SUPPLIES - CONSUMER ED 9-12	2,372.91 <i>D</i>

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Direct Deposits  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		DEMCO INC.	Supplies for admin & maintenance of library prog		940.48 <i>D</i>
		DOMENICA ELLIS	TUITION REIMB REGULAR 9-12		1,677.00 <i>D</i>
		EAST PENN BUSINESS MACHINES	SUPPLIES REGULAR 9-12	SUPPLIES REGULAR K-4	1,290.00 <i>D</i>
		EASTON ARTS ACADEMY ELEMENTARY CHARTER SCHOOL	TUITION - CHARTER SCHOOLS		3,138.04 <i>D</i>
		EPLUS TECHNOLOGY INC.	TECHNOLOGY ADMIN LIC & FEES		14,532.48 <i>D</i>
		ERIC FOCHT	TUITION REIMB REGULAR 9-12		1,677.00 <i>D</i>
		ESTATE OF PATRICIA KRYCIA	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL	TUITION - CHARTER SCHOOLS		5,931.31 <i>D</i>
		FASTSIGNS	SECURITY - SUPPLIES - SFSC	SECURITY - SUPPLIES -PCCD - MERT	7,509.63 <i>D</i>
		GOPHER	SUPPLIES REGULAR 5-8		239.36 <i>D</i>
		HILLENDALE ASSOCIATES, INC.	HEALTH INSURANCE EXPENSE PAYAB		1,260.00 <i>D</i>
		HUB INTERNATIONAL	INSURANCE - PROP/LIAB/AUTO		43,436.00 <i>D</i>
		INTEGRITEC INC.	Maintenance		479.17 <i>D</i>
		J.C. EHRLICH	Maintenance Agreement Renewal		3,915.13 <i>D</i>
		JANICE KOKOLUS	SENIOR CITIZENS TAX REBATE		550.00 <i>D</i>
		JENNIFER DAVISON	TUITION REIMB REGULAR K-4		3,354.00 <i>D</i>
		JOAN PUSKAS	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		JOHNSON CONTROLS FIRE PROTECTION LP	Repair/Maintenance Equipment		2,682.35 <i>D</i>
		JOHNSTONE SUPPLY	Supplies		2,560.36 <i>D</i>
		JUDITH RIEGEL	SUPPLIES - BUSINESS OFFICE		49.36 <i>D</i>
		KELLER DAVID A	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>

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## FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - FULTON BANK - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Direct Deposits  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		KELLY BOUSHELL	TUITION REIMB REGULAR 5-8		1,677.00 <i>D</i>
		KRUKOWSKI WALTER	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		LAKESIDE EDUCATIONAL NETWORK	TECH SUPPT - OTHR PROF SVC - HS		2,875.00 <i>D</i>
		LARA McCARTHY	INSTR PRG OUTSIDE - OTR PROF SVC - MS - COMP		240.00 <i>D</i>
		LEARN BY DOING INC	Albert Subscription for AP classes	Albert Subscription Pre recorded teacher training	1,435.00 <i>D</i>
		LEHIGH VALLEY DUAL LANGUAGE CHARTER SCHOOL	SPEC ED TUITION CHARTER SCHOOL		2,465.99 <i>D</i>
		LISA MICHELLE BASARA	TRANSP - CONTRACT CARRIERS - COMP ED		1,400.00 <i>D</i>
		MC GRAW HILL LLC	SIP materials	BOOKS & PERIODICALS REG K-4	10,029.90 <i>D</i>
		Megan Bath	TUITION REIMB REGULAR 9-12		3,354.00 <i>D</i>
		MEIXELL MARYANN	SENIOR CITIZENS TAX REBATE		550.00 <i>D</i>
		MICROBAC LABORATORIES INC.	Pool Testing		138.16 <i>D</i>
		MILLER TAMARA	TUITION REIMB REGULAR 5-8		895.00 <i>D</i>
		MUSIC & ARTS	Yamaha YMP-204M Series Marching F Mellophone Silver (Quantity 2)	Blanket PO for Supplies Band Class	5,047.23 <i>D</i>
		NAPA AUTO PARTS-HELLERTOWN	Supplies		160.69 <i>D</i>
		NORTHEAST JANITORIAL SUPPLY	Supplies		1,802.08 <i>D</i>
		OVERDRIVE INC.	Overdrive		720.00 <i>D</i>
		PP & L ELECTRIC UTILITIES	ELECTRIC - PLANT OPERATIONS		38,178.34 <i>D</i>
		PRINTFORCE LLC.	Envelopes for MS Main Office	supplies for office	838.50 <i>D</i>
		RACEWAY CHEVROLET	SUPPLIES - TRANSPORTATION		24.42 <i>D</i>
		Ritter Faye	SENIOR CITIZENS TAX REBATE		350.00 <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 - GENERAL    Payment Dates: 08/28/2024 - 08/28/2024

Payment Categories: Direct Deposits  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
		ROBERTO CLEMENTE CHARTER SCHOOL	TUITION - CHARTER SCHOOLS		8,896.97 <i>D</i>
		ROZANN PEARSON	SENIOR CITIZENS TAX REBATE		300.00 <i>D</i>
		Saucon True Value	Supplies		1,610.75 <i>D</i>
		SEVEN GENERATIONS CHARTER SCHOOL	TUITION - CHARTER SCHOOLS	SPEC ED TUITION CHARTER SCHOOL	18,708.38 <i>D</i>
		SUN LIFE ASSURANCE COMPANY OF CANADA	DED: VOLI - Full Payroll Pay Date: 8/8/2024		690.18 <i>D</i>
		THE LEHIGH VALLEY CHARTER H.S. FOR THE ARTS INC.	TUITION - CHARTER SCHOOLS	SPEC ED TUITION CHARTER SCHOOL	31,427.97 <i>D</i>
		UGI CORP	NATURAL GAS - PLANT OPERATIONS		7,150.49 <i>D</i>
		WEX HEALTH INC	PURCHASED PRO&TECH SVCS		260.70 <i>D</i>
		WILMINGTON TRUST FEE COLLECTIONS	PRINCIPAL REDEMPTION - SVSD	BOND INTEREST-SVSD	1,146,080.00 <i>D</i>
		XEROX FINANCIAL SERVICES	LEASE PRINCIPAL EXPENDITURES		11,316.04 <i>D</i>
<b>10 - GENERAL FUND</b>					<b>1,540,533.36</b>
<b>Grand Total All Funds</b>					<b>1,540,533.36</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>1,540,533.36</b>
<b>Grand Total Manual Checks</b>					<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>0.00</b>
<b>Grand Total Virtual Payments</b>					<b>0.00</b>
<b>Grand Total All Payments</b>					<b>1,540,533.36</b>

\* - 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: PH - PLGIT HEALTH BENEFIT    Payment Dates: 07/20/2024 - 08/26/2024

Payment Categories: Regular Checks, Non-negotiable Disbursements, Manual Checks  
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* 00W4000491	07/23/2024	DELTA DENTAL	WEEKLY CLAIMS		3,295.91
* 00W4004395	07/30/2024	DELTA DENTAL	ADMIN FEE		1,126.44
* 00W4004414	07/30/2024	BENECON	PREMIUM, CLAIMS		480,552.33
* 00W4004421	07/30/2024	DELTA DENTAL	WEEKLY CLAIMS		5,706.53
* 00W4007454	08/02/2024	CM REGENT LLC - SUN LIFE	JULY & AUG PREM		22,660.72
* 00W4017131	08/16/2024	DELTA DENTAL	WEEKLY CLAIMS		4,505.83
* 00W4017135	08/16/2024	VISION BENEFITS OF AMERICA	JULY CLAIMS		2,369.25
* 00W4017144	08/16/2024	DELTA DENTAL	WEEKLY CLAIMS		2,903.06
* 00W4018886	08/21/2024	DELTA DENTAL	WEEKLY CLAIMS		3,358.95
* 00W4019595	08/21/2024	SYMETRA LIFE INSURANCE COMPANY	DED: SYM-CRITILL - Full Payroll Pay Date: 8/22/2024	DED: SYM-HOSPINDM - Full Payroll Pay Date: 8/22/2024	913.25
* 00W4021879	08/26/2024	CM REGENT LLC - SUN LIFE	LIFE/LTD		11,430.80
* 00W4021891	08/26/2024	BENECON	HEALTH INSURANCE EXPENSE PAYAB		496,960.17
<b>10 - GENERAL FUND</b>					<b>1,035,783.24</b>
<b>Grand Total All Funds</b>					<b>1,035,783.24</b>
<b>Grand Total Credit Cards</b>					<b>0.00</b>
<b>Grand Total Direct Deposits</b>					<b>0.00</b>
<b>Grand Total Manual Checks</b>					<b>0.00</b>
<b>Grand Total Other Disbursement Non-negotiables</b>					<b>1,035,783.24</b>
<b>Grand Total Procurement Card Other Disbursement Non-negotiables</b>					<b>0.00</b>
<b>Grand Total Regular Checks</b>					<b>0.00</b>
<b>Grand Total Virtual Payments</b>					<b>0.00</b>
<b>Grand Total All Payments</b>					<b>1,035,783.24</b>

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

**Cash, Investment and Bond Activity July 31, 2024**

**CASH ACCOUNTS**

	<u>Balance July 1, 2024</u>	<u>Earnings/Deposits</u>	<u>Disbursements</u>	<u>Balance July 31, 2024</u>
PLGIT General - New	\$ 188,764.01	\$ 74.43	\$ 188,838.44	\$ -
PLGIT/CLASS	9,044,192.19	0.00	9,044,192.19	0.00
PLGIT General	2,382,975.65	9,044,718.62	11,427,169.49	524.78
PLGIT Salary	17,222.26	884,569.90	884,569.90	17,222.26
PLGIT General (3)	0.00	12,848,082.65	11,717,646.08	1,130,436.57
PLGIT Reserve Class (3)	0.00	9,032,540.55	3,250,000.00	5,782,540.55
PLGIT Health Benefits	18,128.51	1,150,073.90	1,150,073.90	18,128.51
PLGIT Cafeteria	89,369.63	387.94	0.00	89,757.57
PLGIT Reserve Class	74.43	0.00	74.43	0.00
Lafayette General	904,485.19	2,548,695.55	2,420,394.11	1,032,786.63
Lafayette Flexible Spending	41,636.72	11,292.68	14,869.39	38,060.01
Lafayette Cafeteria	10,388.83	328.27	0.00	10,717.10
<b>Total Cash Accounts</b>	<b>\$ 12,697,237.42</b>	<b>\$ 35,520,764.49</b>	<b>\$ 40,097,827.93</b>	<b>\$ 8,120,173.98</b>

\*Earnings/Deposits includes transfers of \$34,895,436.88 between accounts

\*\*Disbursements includes transfers of \$34,895,436.88 between accounts

**INVESTMENT ACCOUNTS**

	<u>Balance July 1, 2024</u>	<u>Earnings/Deposits</u>	<u>Disbursements</u>	<u>Balance July 31, 2024</u>
PSDLAF	\$ 8,520,594.76	\$ 21,619.08	\$ -	\$ 8,542,213.84
PLGIT / PLUS (61)	0.00	0.00	0.00	0.00
<b>Total Investment Accounts</b>	<b>\$ 8,520,594.76</b>	<b>\$ 21,619.08</b>	<b>\$ -</b>	<b>\$ 8,542,213.84</b>

	<u>Balance July 1, 2024</u>	<u>Earnings/Deposits</u>	<u>Disbursements</u>	<u>Balance July 31, 2024</u>
1998 Construction Fund (195-04)	\$ -	\$ -	\$ -	\$ -
G.O. Bonds, Series of 2017 (195-14)	0.00	0.00	0.00	0.00
2003 Emmaus Bond, Const Fund (195-08)	0.00	0.00	0.00	0.00
Land Purchase GOB Series 2005 (195-10)	0.00	0.00	0.00	0.00
GESP Phase II GOB Series 2013A (195-12)	0.00	0.00	0.00	0.00
<b>Total Bond Issue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CAPITAL RESERVE FUND**

	<u>Balance July 1, 2024</u>	<u>Earnings/Deposits</u>	<u>Disbursements</u>	<u>Balance July 31, 2024</u>
Capital Reserve Fund	\$ 73.13	\$ 0.31	\$ -	\$ 73.44

(UNADJUSTED)

Condensed Board Summary Report

From 07/01/2024 To 07/31/2024

Summarization Level: MAJOR FUND/MAJOR FUNCTION/SUB FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
10	GENERAL FUND						
1000							
1100							
1110	REG PROG ELEM/SECONDARY	22,679,846.00	311,378.40	311,378.40	575,414.09	21,793,053.51	3.91
	<b>Total</b>	<b>22,679,846.00</b>	<b>311,378.40</b>	<b>311,378.40</b>	<b>575,414.09</b>	<b>21,793,053.51</b>	<b>3.91</b>
1200							
1225	SPEECH	451,245.00	5,596.30	5,596.30	2,047.12	443,601.58	1.69
1231	EMOTIONAL SUPPORT	407,893.00	8,318.07	8,318.07	622.02	398,952.91	2.19
1241	LEARNING SUPPORT	8,282,618.00	259,853.80	259,853.80	2,733.46	8,020,030.74	3.17
1243	GIFTED SUPPORT	286,881.00	3,603.52	3,603.52	0.00	283,277.48	1.26
1270	MULTI-HANDICAPPED SUPPT	0.00	0.00	0.00	0.00	0.00	0.00
1290	OTHER SUPPORT	124,000.00	0.00	0.00	0.00	124,000.00	0.00
	<b>Total</b>	<b>9,552,637.00</b>	<b>277,371.69</b>	<b>277,371.69</b>	<b>5,402.60</b>	<b>9,269,862.71</b>	<b>2.96</b>
1300	VOCATIONAL EDUCATION						
1390	VOCATIONAL EDUCATION	1,080,587.00	142,185.00	142,185.00	0.00	938,402.00	13.16
	<b>Total</b>	<b>1,080,587.00</b>	<b>142,185.00</b>	<b>142,185.00</b>	<b>0.00</b>	<b>938,402.00</b>	<b>13.16</b>
1400	OTHER INSTR. PROGRAMS						
1410	DRIVERS' EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1420	SUMMER SCHOOL	22,648.00	12,875.04	12,875.04	0.00	9,772.96	56.85
1430	HOMEBOUND INSTRUCTION	13,448.00	0.00	0.00	0.00	13,448.00	0.00
1441	ADJ / COURT PLACED PROG	0.00	0.00	0.00	0.00	0.00	0.00
1442	ALTERNATIVE EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
1450	INSTRUCTIONAL PROGRAMS OUTSIDE EST'D SCHOOL DAY	0.00	0.00	0.00	0.00	0.00	0.00
1480	TITLE I	0.00	0.00	0.00	0.00	0.00	0.00

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Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1490	ACCOUNTABILITY	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>36,096.00</b>	<b>12,875.04</b>	<b>12,875.04</b>	<b>0.00</b>	<b>23,220.96</b>	<b>35.67</b>
1500	NONPUBLIC SCHOOL PGMS						
1500	NONPUBLIC SCHOOL PGMS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
1600							
1693	COMMUNITY COLLEGE	287,673.00	34,191.75	34,191.75	0.00	253,481.25	11.89
	SPSHP						
	<b>Total</b>	<b>287,673.00</b>	<b>34,191.75</b>	<b>34,191.75</b>	<b>0.00</b>	<b>253,481.25</b>	<b>11.89</b>
2000							
2100	SUPPORT SERVICES PUPIL						
2120	GUIDANCE SERVICES	1,248,447.00	17,081.59	17,081.59	0.00	1,231,365.41	1.37
2130	ATTENDANCE SERVICES	3,800.00	0.00	0.00	0.00	3,800.00	0.00
2140	PSYCHOLOGICAL SERVICES	341,396.00	8,707.25	8,707.25	0.00	332,688.75	2.55
2150	SPEECH PATH/AUDIOLOGY	0.00	0.00	0.00	0.00	0.00	0.00
2160	SOCIAL WORK SERVICES	0.00	987.31	987.31	0.00	(987.31)	0.00
	<b>Total</b>	<b>1,593,643.00</b>	<b>26,776.15</b>	<b>26,776.15</b>	<b>0.00</b>	<b>1,566,866.85</b>	<b>1.68</b>
2200	SUPPORT SERVICES-INSTRU						
2200	SUPPORT SERVICES-INSTRU	0.00	0.00	0.00	0.00	0.00	0.00
2220	TECH SUPPORT SERVICES	925,701.00	52,551.78	52,551.78	63,630.84	809,518.38	12.55
2230	EDU TELEVISION SERVICES	4,500.00	0.00	0.00	0.00	4,500.00	0.00
2250	SCHOOL LIBRARY SERVICES	608,575.00	10,932.25	10,932.25	37,458.81	560,183.94	7.95
2260	INSTRUCTION & CURR DEV	474,969.00	33,537.40	33,537.40	0.00	441,431.60	7.06
2271	INSTRUC STAFF DEVEL SVC	171,192.00	4,902.00	4,902.00	11,554.00	154,736.00	9.61
2272	NON CERTIFIED PROF DEV	0.00	0.00	0.00	149.00	(149.00)	0.00

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Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2280	NONPUBLIC SUPPORT SVC	0.00	0.00	0.00	0.00	0.00	0.00
2290	OTHER INSTRUC STAFF SVC	208,130.00	4,049.46	4,049.46	0.00	204,080.54	1.95
	<b>Total</b>	<b>2,393,067.00</b>	<b>105,972.89</b>	<b>105,972.89</b>	<b>112,792.65</b>	<b>2,174,301.46</b>	<b>9.14</b>
2300	SUPPORT SERVICES-ADMIN						
2310	BOARD SERVICES	62,782.00	16,396.67	16,396.67	0.00	46,385.33	26.12
2320	BOARD TREASURER SERVICE	250.00	0.00	0.00	0.00	250.00	0.00
2330	TAX ASSESS & COLLECTION	162,500.00	16,874.14	16,874.14	0.00	145,625.86	10.38
2340	STAFF RELATIONS/NEGO	0.00	0.00	0.00	0.00	0.00	0.00
2350	LEGAL SERVICES	150,000.00	0.00	0.00	0.00	150,000.00	0.00
2360	OFFICE SUPERINTENDENT	518,196.00	33,841.74	33,841.74	53.56	484,300.70	6.54
2380	OFFICE OF PRINCIPAL SVC	1,691,411.00	110,143.03	110,143.03	17,870.99	1,563,396.98	7.57
	<b>Total</b>	<b>2,585,139.00</b>	<b>177,255.58</b>	<b>177,255.58</b>	<b>17,924.55</b>	<b>2,389,958.87</b>	<b>7.55</b>
2400	SUPP SVC-PUBLIC HEALTH						
2420	MEDICAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2430	DENTAL SERVICES	600.00	0.00	0.00	0.00	600.00	0.00
2440	NURSING SERVICES	468,634.00	17,151.58	17,151.58	4,755.53	446,726.89	4.67
	<b>Total</b>	<b>469,234.00</b>	<b>17,151.58</b>	<b>17,151.58</b>	<b>4,755.53</b>	<b>447,326.89</b>	<b>4.67</b>
2500	SUPP SERVICES-BUSINESS						
2511	SUPP SERVICES-BUSINESS	913,313.00	66,955.44	66,955.44	7.48	846,350.08	7.33
	<b>Total</b>	<b>913,313.00</b>	<b>66,955.44</b>	<b>66,955.44</b>	<b>7.48</b>	<b>846,350.08</b>	<b>7.33</b>
2600							
2660	SECURITY SERVICES	138,000.00	0.00	0.00	0.00	138,000.00	0.00
2690	OPER OF BLDG SERVICES	5,233,023.00	362,637.98	362,637.98	903,213.83	3,967,171.19	24.19
	<b>Total</b>	<b>5,371,023.00</b>	<b>362,637.98</b>	<b>362,637.98</b>	<b>903,213.83</b>	<b>4,105,171.19</b>	<b>23.57</b>

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Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2700							
2790	STUDENT TRANSP SERVICES	3,158,400.00	79,924.57	79,924.57	148,469.07	2,930,006.36	7.23
	<b>Total</b>	<b>3,158,400.00</b>	<b>79,924.57</b>	<b>79,924.57</b>	<b>148,469.07</b>	<b>2,930,006.36</b>	<b>7.23</b>
2800	SUPPORT SVCS-CENTRAL						
2820	INFORMATION SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2823	PUBLIC INFORMATION SVC	0.00	0.00	0.00	0.00	0.00	0.00
2830	STAFF SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
2832	RECRUITMENT & PLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00
2834	STAFF DEV - NON-CERT	0.00	0.00	0.00	0.00	0.00	0.00
2836	STAFF DEVELOPMENT SVCS	500.00	0.00	0.00	0.00	500.00	0.00
2850	STATE & FED AGENCY SVCS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>
2900	OTHER SUPPORT SERVICES						
2910	OTHER SUPPORT SERVICES	24,354.00	0.00	0.00	0.00	24,354.00	0.00
	<b>Total</b>	<b>24,354.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>24,354.00</b>	<b>0.00</b>
3000	OP OF NONINSTRUCT SVC						
3000	OP OF NONINSTRUCT SVC						
3000	OP OF NONINSTRUCT SVC	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
3100	FOOD SERVICES						
3100	FOOD SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
3200	STUDENT ACTIVITIES						
3200	STUDENT ACTIVITIES	321,839.00	750.00	750.00	1,780.00	319,309.00	0.79
3250	SCHOOL ATHLETICS	1,098,975.00	22,455.13	22,455.13	29,853.80	1,046,666.07	4.76

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Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
	<b>Total</b>	<b>1,420,814.00</b>	<b>23,205.13</b>	<b>23,205.13</b>	<b>31,633.80</b>	<b>1,365,975.07</b>	<b>3.86</b>
<b>3300</b>	<b>COMMUNITY SERVICES</b>						
3300	COMMUNITY SERVICES	19,690.00	0.00	0.00	0.00	19,690.00	0.00
	<b>Total</b>	<b>19,690.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,690.00</b>	<b>0.00</b>
<b>4000</b>	<b>FACILITIES ACQUISITION</b>						
<b>4600</b>	<b>EXISTING BLDG IMPROVE</b>						
4600	EXISTING BLDG IMPROVE	1,468,870.00	0.00	0.00	0.00	1,468,870.00	0.00
	<b>Total</b>	<b>1,468,870.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,468,870.00</b>	<b>0.00</b>
<b>5000</b>	<b>OTHER EXPEND &amp; FINANCE</b>						
<b>5100</b>	<b>OTHER EXPEND &amp; FINANCE</b>						
5100	OTHER EXPEND & FINANCE	0.00	0.00	0.00	0.00	0.00	0.00
5110	DEBT SERVICE	1,179,600.00	0.00	0.00	0.00	1,179,600.00	0.00
5130	REFUND PRIOR YR REV	0.00	0.00	0.00	0.00	0.00	0.00
5140	LEASE EXPENDITURES	133,152.00	0.00	0.00	0.00	133,152.00	0.00
	<b>Total</b>	<b>1,312,752.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,312,752.00</b>	<b>0.00</b>
<b>5200</b>	<b>FUND TRANSFERS</b>						
5230	CAPITAL PROJ TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
5251	FOOD SVC FUND TRANSFER	100,000.00	0.00	0.00	0.00	100,000.00	0.00
5280	ACTIVITY FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>100,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>
<b>5800</b>	<b>SUSPENSE ACCOUNT</b>						
5800	SUSPENSE ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>5900</b>	<b>BUDGETARY RESERVE</b>						
5900	BUDGETARY RESERVE	0.00	0.00	0.00	0.00	0.00	0.00

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Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
6000	REVENUE LOCAL SOURCES						
6000	REVENUE LOCAL SOURCES						
6001	FUND BALANCE	(807,893.00)	0.00	0.00	0.00	(807,893.00)	0.00
	<b>Total</b>	<b>(807,893.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(807,893.00)</b>	<b>0.00</b>
6100	TAXES LEVIED						
6111	REAL ESTATE TAXES	(33,075,067.00)	0.00	0.00	0.00	(33,075,067.00)	0.00
6112	INTERIM REAL ESTATE TAX	(1,011,773.00)	(1,295.51)	(1,295.51)	0.00	(1,010,477.49)	0.13
6113	PUBLIC UTILITY REALTY	(35,000.00)	0.00	0.00	0.00	(35,000.00)	0.00
6120	PER CAPITA TAX	0.00	0.00	0.00	0.00	0.00	0.00
6141	ACT 511 PC FLAT	0.00	0.00	0.00	0.00	0.00	0.00
6143	EMER MUNIC SVC TAX	(42,000.00)	(1,545.77)	(1,545.77)	0.00	(40,454.23)	3.68
6151	EARNED INCOME TAX	(4,100,000.00)	(134,344.56)	(134,344.56)	0.00	(3,965,655.44)	3.28
6153	REALTY TRANSFER TAX	(500,000.00)	0.00	0.00	0.00	(500,000.00)	0.00
	<b>Total</b>	<b>(38,763,840.00)</b>	<b>(137,185.84)</b>	<b>(137,185.84)</b>	<b>0.00</b>	<b>(38,626,654.16)</b>	<b>0.35</b>
6400	DELINQUENCY TAXES						
6411	DELINQUENT RE TAX	(1,000,000.00)	(64,475.08)	(64,475.08)	0.00	(935,524.92)	6.45
6420	DELINQUENT PC SECT 679	0.00	(71.50)	(71.50)	0.00	71.50	0.00
6441	DELINQUENT PC 511	0.00	(74.92)	(74.92)	0.00	74.92	0.00
	<b>Total</b>	<b>(1,000,000.00)</b>	<b>(64,621.50)</b>	<b>(64,621.50)</b>	<b>0.00</b>	<b>(935,378.50)</b>	<b>6.46</b>
6500	EARNINGS ON INVESTMENTS						
6510	INTEREST ON INVESTMENTS	(900,000.00)	(60,671.55)	(60,671.55)	0.00	(839,328.45)	6.74
6530	GAIN/LOSS ON INVESTMNTS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(900,000.00)</b>	<b>(60,671.55)</b>	<b>(60,671.55)</b>	<b>0.00</b>	<b>(839,328.45)</b>	<b>6.74</b>

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<b>6700</b>							
6710	ADMISSIONS	(76,000.00)	0.00	0.00	0.00	(76,000.00)	0.00
6740	FEES	0.00	0.00	0.00	0.00	0.00	0.00
6750	STUDENT EVT- SPEC EVENT	0.00	0.00	0.00	0.00	0.00	0.00
6790	OTHRSTUDENT ACT INCOME	(15,000.00)	0.00	0.00	0.00	(15,000.00)	0.00
	<b>Total</b>	<b>(91,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(91,000.00)</b>	<b>0.00</b>
<b>6800</b>							
6821	STATE REV REC OTHER PA	0.00	0.00	0.00	0.00	0.00	0.00
6831	FUNDS OTHER PA SCH DST	0.00	0.00	0.00	0.00	0.00	0.00
6832	FEDERAL IDEA REVENUE	(238,450.00)	0.00	0.00	0.00	(238,450.00)	0.00
6833	AARP IDEA	0.00	0.00	0.00	0.00	0.00	0.00
6837	FED REV CARES ACT-CNTY	0.00	0.00	0.00	0.00	0.00	0.00
6839	FEDERAL REVENUE - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(238,450.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(238,450.00)</b>	<b>0.00</b>
<b>6900</b>	REVENUE LOCAL SOURCES						
6910	USE OF FACILITIES	(3,500.00)	0.00	0.00	0.00	(3,500.00)	0.00
6920	CONTRIBUTION & DONATION	0.00	0.00	0.00	0.00	0.00	0.00
6941	REGULAR SCH TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6944	Tuition other LEA's	(4,000.00)	0.00	0.00	0.00	(4,000.00)	0.00
6980	COMMUNITY ACTIVITY REV	(5,000.00)	0.00	0.00	0.00	(5,000.00)	0.00
6990	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
6991	REFUND OF P/Y EXPEND	0.00	0.00	0.00	0.00	0.00	0.00
6992	ENERGY EFF REV & INCENT	0.00	0.00	0.00	0.00	0.00	0.00

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6999	Miscellaneous	(30,000.00)	(155.08)	(155.08)	0.00	(29,844.92)	0.52
	<b>Total</b>	<b>(42,500.00)</b>	<b>(155.08)</b>	<b>(155.08)</b>	<b>0.00</b>	<b>(42,344.92)</b>	<b>0.36</b>
<b>7000</b>							
<b>7100</b>	<b>BASIC INS.OPR.SUBSIDIES</b>						
7110	BASIC EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7111	BASIC EDUCATION SUBSIDY	(4,505,059.00)	0.00	0.00	0.00	(4,505,059.00)	0.00
7112	SOCIAL SECURITY SUBSIDY	0.00	0.00	0.00	0.00	0.00	0.00
7140	CHARTER SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7160	Tuition for 1305 & 1306	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(4,505,059.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(4,505,059.00)</b>	<b>0.00</b>
<b>7200</b>	<b>REVENUE EDU.PROGRAMS</b>						
7210	HOMEBOUND INSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
7220	VOCATIONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7230	ALTERNATIVE EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7250	MIGRATORY CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00
7271	SPECIAL EDUCATION	(1,073,974.00)	(168,457.00)	(168,457.00)	0.00	(905,517.00)	15.69
7299	DIRECT PMT - PRRS & APS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(1,073,974.00)</b>	<b>(168,457.00)</b>	<b>(168,457.00)</b>	<b>0.00</b>	<b>(905,517.00)</b>	<b>15.69</b>
<b>7300</b>	<b>REVENUE NON-ED.PROGRAMS</b>						
7310	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
7311	SD TRANSPORTATION	(285,000.00)	0.00	0.00	0.00	(285,000.00)	0.00
7312	NP TRANSPORTATION	(115,000.00)	0.00	0.00	0.00	(115,000.00)	0.00
7320	RENT & SINK FUND PYMT	0.00	0.00	0.00	0.00	0.00	0.00
7330	MEDICAL/DENTAL SVCS	(38,000.00)	0.00	0.00	0.00	(38,000.00)	0.00

(UNADJUSTED)

Condensed Board Summary Report

From 07/01/2024 To 07/31/2024

Summarization Level: MAJOR FUND/MAJOR FUNCTION/SUB FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
7340	SUPPLEMENTAL REIMBURSE	(1,406,465.00)	0.00	0.00	0.00	(1,406,465.00)	0.00
7360	SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361	PCCD Grant	0.00	0.00	0.00	0.00	0.00	0.00
7362	School Mental Health & Safety and Security Grant	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(1,844,465.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,844,465.00)</b>	<b>0.00</b>
7500	ACCOUNTABILITY GRANT						
7500	ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7501	Accountability Grant	0.00	0.00	0.00	0.00	0.00	0.00
7505	READY TO LEARN BLK GRNT	(142,538.00)	0.00	0.00	0.00	(142,538.00)	0.00
7506	PA SMART GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7510	EXTRA GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
7599	EXTRA GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(142,538.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(142,538.00)</b>	<b>0.00</b>
7800	REVENUE PA SHARE BEN.						
7810	FICA - STATE	(865,561.00)	0.00	0.00	0.00	(865,561.00)	0.00
7820	RETIREMENT - STATE	(3,838,520.00)	0.00	0.00	0.00	(3,838,520.00)	0.00
	<b>Total</b>	<b>(4,704,081.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(4,704,081.00)</b>	<b>0.00</b>
7900	REVENUE TECHNOLOGY						
7920	CLASSROOMS FOR FUTURE	0.00	0.00	0.00	0.00	0.00	0.00
7990	OTHER TECHNOLOGY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
8000							
8500	FEDERAL GRANTS-IN-AID						
8512	IDEA Part B	0.00	0.00	0.00	0.00	0.00	0.00

(UNADJUSTED)

Condensed Board Summary Report

From 07/01/2024 To 07/31/2024

Summarization Level: MAJOR FUND/MAJOR FUNCTION/SUB FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
8513	TITLE I GRANT IMPROV	0.00	0.00	0.00	0.00	0.00	0.00
8514	Title I	(262,154.00)	(20,197.13)	(20,197.13)	0.00	(241,956.87)	7.70
8515	TITLE II	(55,578.00)	0.00	0.00	0.00	(55,578.00)	0.00
8516	TITLE III ESL	(6,420.00)	0.00	0.00	0.00	(6,420.00)	0.00
8517	DRUG FREE SCHOOLS	(14,686.00)	0.00	0.00	0.00	(14,686.00)	0.00
8518	TITLE V	0.00	0.00	0.00	0.00	0.00	0.00
8519	TITLE II/TITLE V GRANT	0.00	0.00	0.00	0.00	0.00	0.00
8570	TITLE II EESE GRANT	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(338,838.00)</b>	<b>(20,197.13)</b>	<b>(20,197.13)</b>	<b>0.00</b>	<b>(318,640.87)</b>	<b>5.96</b>
<b>8600</b>	<b>OTHER FED.GRANTS-IN-AID</b>						
8670	DRUG FREE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
8680	TITLE III	0.00	0.00	0.00	0.00	0.00	0.00
8690	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>8700</b>							
8701	IDEA PART B - ARRA	0.00	0.00	0.00	0.00	0.00	0.00
8708	ARRA FISCAL STAB - BE	0.00	0.00	0.00	0.00	0.00	0.00
8709	Basic Ed - Ed Jobs	0.00	0.00	0.00	0.00	0.00	0.00
8741	CARE ACT - ESSER FUNDNG	0.00	0.00	0.00	0.00	0.00	0.00
8742	GOV EMER ED RELIEF FUND	0.00	0.00	0.00	0.00	0.00	0.00
8743	ESSER II - CRRSA ACT	0.00	0.00	0.00	0.00	0.00	0.00
8744	ARP ESSER III	0.00	(35,472.29)	(35,472.29)	0.00	35,472.29	0.00
8747	EMERGENCY CONNECTMITY	0.00	0.00	0.00	0.00	0.00	0.00
8749	ARPA - PCCD FUNDNG	0.00	0.00	0.00	0.00	0.00	0.00

(UNADJUSTED)

Condensed Board Summary Report

From 07/01/2024 To 07/31/2024

Summarization Level: MAJOR FUND/MAJOR FUNCTION/SUB FUNCTION/FULL FUNCTION

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
8751	ARP ESSER 7% LEARNING LOSS	0.00	0.00	0.00	0.00	0.00	0.00
8752	ARP ESSER 7% SUMMER PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
8753	ARP ESSER 7% AFTERSCHOOL PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>(35,472.29)</b>	<b>(35,472.29)</b>	<b>0.00</b>	<b>35,472.29</b>	<b>0.00</b>
8800	ACCESS REIMBURSEMENTS						
8810	MEDICAL ASSISTANCE	(15,000.00)	0.00	0.00	0.00	(15,000.00)	0.00
8820	MED ASSIS - TRANS & AD	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>(15,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(15,000.00)</b>	<b>0.00</b>
9000							
9200							
9220	LEASE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
9300							
9330	Trans from Cap Reserve	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
9400	SALE OF ASSETS						
9400	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>MAJOR FUND 10 TOTALS</b>							
	<b>Total Expenditure</b>	<b>53,054,886.00</b>	<b>1,637,881.20</b>	<b>1,637,881.20</b>	<b>1,799,613.60</b>	<b>49,617,391.20</b>	<b>6.48</b>
	<b>Total Other Expenditure</b>	<b>1,412,752.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,412,752.00</b>	<b>0.00</b>
	<b>Total Revenue</b>	<b>(54,467,638.00)</b>	<b>0.00</b>	<b>(486,760.39)</b>	<b>0.00</b>	<b>(53,980,877.61)</b>	<b>0.89</b>
	<b>Total Other Revenue</b>	<b>0.00</b>	<b>(486,760.39)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
		<b>0.00</b>	<b>1,151,120.81</b>	<b>1,151,120.81</b>	<b>1,799,613.60</b>	<b>(2,950,734.41)</b>	

(UNADJUSTED)

### Condensed Board Summary Report

From 07/01/2024 To 07/31/2024

Summarization Level: MAJOR FUND/MAJOR FUNCTION/SUB FUNCTION/FULL FUNCTION

**Grand Totals All Funds**

	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
Total Expenditure	53,054,886.00	1,637,881.20	1,637,881.20 ✓	1,799,613.60	49,617,391.20	6.48
Total Other Expenditure	1,412,752.00	0.00	0.00	0.00	1,412,752.00	0.00
Total Revenue	(54,467,638.00)	(486,760.39)	(486,760.39) ✓	0.00	(53,980,877.61)	0.89
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	1,151,120.81	1,151,120.81	1,799,613.60	(2,950,734.41)	

SAUCON VALLEY HIGH SCHOOL  
FINANCIAL REPORTS  
JULY 31, 2024  
CLUB ACCOUNT FUND

BEGINNING BALANCE	\$	67,072.86
INCOME		37.22
EXPENSES		-
ENDING BALANCE	\$	67,110.08

CLUB ACCOUNT	ENDING BALANCE
AEVIDUM	300.03
BAND	2,030.18
BIG PANTHERS / LITTLE PANTHERS	2,409.73
CALCULUS CLUB	105.14
CHORUS	731.73
CLASS OF 2022	588.98
CLASS OF 2023	45.13
CLASS OF 2024	6,327.16
CLASS OF 2025	1,690.04
CLASS OF 2026	4,697.55
CLASS OF 2027	3,444.62
CLASS OF 2028	852.75
CLASS OF 2029	609.10
CLASS OF 2030	852.75
CLASS OF 2031	670.03
COMPETITION CHEERLEADING	1,799.88
DANCE TEAM	2,239.94
DRAMA CLUB	1,149.88
ENVIRONMENTAL CLUB	1.38
FBLA	6,088.95
FCCLA	934.27
FOREIGN LANGUAGE	542.47
GLOBAL SCHOLARS	112.51
GSA	48.30
NAT'L HONOR SOCIETY	4,134.86
LEO CLUB	778.86
MINI-THON	2,933.03
MODEL UN	323.91
NEWSPAPER	159.83
PAINTBALL	50.89
PHOTOGRAPHY CLUB	541.47
READING TEAM	13.67
ROBOTICS CLUB	8,850.37
RUGBY CLUB	694.38
SADD	137.43
SGA - STUDENT STORE	5,409.52
SKI CLUB	1,140.62
SMASH-VIDEO CLUB	24.25
SPIRIT COUNCIL	98.67
STEM	589.68
UNICEF	432.75
YEARBOOK	2,486.17
INTEREST	37.22
<b>TOTALS</b>	<b>\$ 67,110.08</b>

Teresa Casimire  
Principal

*Hammie*  
8/21/24

**Affiliation Agreement  
Between  
DeSales University  
and the  
Saucon Valley School District**

**THIS AGREEMENT**, is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between DESALES UNIVERSITY, (hereinafter referred to as “University”), a private educational institution located in Center Valley, Pennsylvania and the Saucon Valley School District (hereinafter called “School District”) with offices located in Hellertown, PA.

The parties intending to be legally bound hereby do agree to the following terms and condition:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY

- a. *Selection of Students.* The University shall be responsible for the selection of qualified students to participate in the practicum experiences of student teaching, professional development school (PDS) students, interns, field experience students, and student observers. Selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by the School District.
- b. *Education of Students.* The University shall assume full responsibility for the classroom and classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading and graduation.
- c. *Submission of Candidates.* The University shall submit the names of the students to the School District or a designated representative prior to the practicum assignment or student teaching.
- d. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising the student of his or her own responsibilities under this Agreement. The student shall be advised of his or her obligations to abide by the policies and procedures of the School District, and should any student fail to abide by any policy and/or procedure, he or she may be expelled from the program.
- e. *Professional Liability Insurance.* The University shall purchase professional liability insurance, and the students shall be covered under this policy with the limits as follows: \$1,000,000.00 per claim and an aggregate of \$2,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of this Agreement.
- f. *Compensation.* For and in consideration of the placement of student teachers with district cooperating teachers, the University agrees to pay each cooperating teacher selected to guide the student’s experience a stipend as agreed upon by the parties. This stipend is in addition to the regular salary paid by the School District.

## II. DUTIES AND RESPONSIBILITIES OF SCHOOL DISTRICT

- a. *Establishment of Practicum for Student Teaching, etc.* The School District authorizes the use of its facilities as may be agreed upon by the School District and the University as a practicum for student teaching, professional development school (PDS students), interns, and student observers of the Department of Education. This practicum/student teaching and so forth is required and authorized by the law.
- b. *Policies of School District.* The University will review with each student, prior to the assignment, any and all applicable policies, codes or confidentiality issues related to the experience. The School District will provide the University all the applicable information in advance of the Student's participation. Student teachers, field students, and interns shall not be accepted into the schools of the School District until they have complied with mandatory background check requirements for mandated reporter training, state police criminal background check, child abuse background check, and Federal FBI clearances.
- c. *Administration.* The School District will have the sole authority and control over all aspects of student services. The School District will be responsible for and retain control over the organization, and operation of its programs.
- d. *Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal occurs, the School District should immediately contact the responsible University Faculty Advisor.
- e. *Designation of Representative.* The School District shall designate a person to serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate the experience on the student(s).
- f. *Supervision of Students.* The School District shall provide either a practicum site supervisor or a cooperating teacher who will supervise student activities during practicum visit or student teaching.
- g. *Reporting of Student Progress.* The School District shall provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the School District.
- h. *Student Records.* The School District shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.
- i. *Eligibility Requirements.* Each cooperating teacher selected to supervise the student teacher shall hold a current Pennsylvania certificate in the subject area/grade level to which the student teacher is assigned. The cooperating teacher will have a minimum of three (3) years of full-time teaching experience and have been in his/her current assignment in a school district for a minimum of one (1) year.
- j. *Substitute Teaching.* The School District shall comply with the appropriate Pennsylvania statutes about using substitute teachers during their student teaching assignments.

III. MUTUAL TERMS AND CONDITIONS

- a. *Number of Participating Students.* The parties will mutually agree upon the number of students that shall be assigned to the School District for this practicum or student teaching experience.
- b. *Terms of Agreement.* The terms of this Agreement shall be five (5) years from the date of execution. This Agreement may not exceed a period of five (5) years.
- c. *Termination of Agreement.* The University or the School District may terminate this Agreement for any reason with ninety (90) days notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the School district terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.
- d. *Nondiscrimination.* The parties agree to continue their respective policies on nondiscrimination based on the Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- h. *Liability.* Neither of the parties shall assume any liability to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract.
- i. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regard to this relationship.

**IN WITNESS WHEREOF**, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

DeSales University

Saucon Valley School District

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature

Authorized Signature

\_\_\_\_\_

Print Name/Title

\_\_\_\_\_

Print Name/Title

AGREEMENT BETWEEN  
Saucon Valley School District and  
Community Services for Children, Inc.  
Head Start/Early Head Start of the Lehigh Valley

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and families served. This agreement shall be in effect from August 2024 through August 2029 and will be reviewed annually for necessary updates.

This agreement is to ensure a successful and mutually beneficial system of collaboration that includes: alignment of curriculum, staff professional development, child and family transition from Community Services for Children, Lehigh and Northampton County provider of Head Start services, to the Saucon Valley School District (District), as well as information and data sharing between the District and Head Start.

Bi-annual communication will occur between the Supervisor of Federal Programs or designee at the District and the Director of Program Operations at Community Services for Children (CSC) through collaboration meetings. Regular ongoing communication will take place via phone calls and emails as is necessary to facilitate the collaboration. Each partner will distribute staff, child and family communication through the established communication channels as the need arises.

Annually, during the month of June, Community Services for Children will mail, to each receiving elementary school, a transition checklist that indicates key developmental milestones achieved by the transitioning child. The transition checklist will also include information regarding specialized services received by the child. The Principal at the receiving elementary school will review the transition checklist with Kindergarten teachers to help inform placement. When requested, Head Start teaching staff will be available to meet with district Kindergarten teachers to support a successful transition.

The District, when providing a professional development event with an early childhood focus, will invite Head Start staff to participate. CSC will also invite the District to any relevant trainings or staff development functions.

The District's Supervisor of Federal Programs or designee will attend two Head Start/Pre-K Counts parent meetings to support parent orientation to the district and aid in informing parents of the services and curricular content provided by the district.

Head Start children and families will be invited to participate in two key district events to support kindergarten transition. Parents will provide written expressed permission for their child to attend the transition events. Additionally, as space allows, Head Start/Pre-K Counts children will be invited to attend the district's summer camp program prior to their first year of kindergarten.

Annually, District leadership and Head Start leadership will meet to discuss; child progress and outcomes, school readiness goals, curricular alignment, potential joint staff professional development, District initiatives, and transition activities.

Saucon Valley School District will make available and/or provide Head Start/Early Head Start/Pre-K

Counts information to interested families.

**Signatures indicating agreement:**

Saucon Valley School District Representative(s):

Date:

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Community Services for Children Representative(s):

Date:

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## Facility Committee – August 14, 2024

The Saucon Valley School Board's Facility Committee met on August 14, 2024, at 5:00 p.m. in the District Office Conference Room.

The following items were on the Facility Committee agenda:

Discussion & Action – Athletic Trainer Area Renovation

Discussion & Action – Baseball/Softball Field Refurbishment

Both items were sent to the Board for approval.

Saucon Valley School District  
Office of the Superintendent

TO: David Bonenberger, Business Manager

FROM: Kaela Bitting

RE: Surplus / Obsolete Materials & Equipment

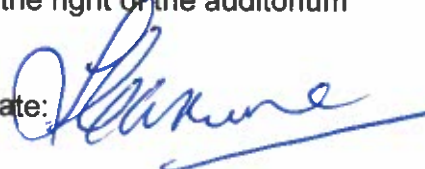
DATE: 8/19/24

<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>	<u>REASON FOR DISPOSAL</u>	<u>Total</u>
Art Table	n/a	Outdated / too large for art teacher space	1

Reason: Broken / obsolete Furniture

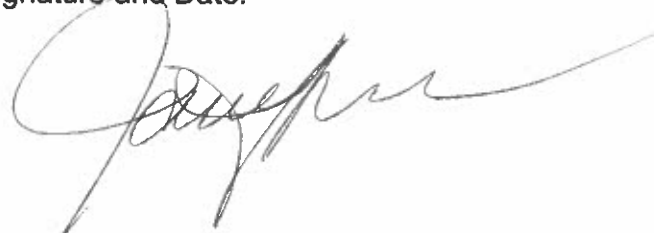
Pick up location/room: Music closet to the right of the auditorium

Principal / Supervisor Signature and Date:



8/19/24

Superintendent Signature and Date:



Office use:

Date declared \_\_\_\_\_

Date of disposal \_\_\_\_\_

Picked up by \_\_\_\_\_

Disposal method \_\_\_\_\_

## Finance Committee Summary – August 14, 2024

The Finance Committee of the Saucon Valley School Board met on August 14, 2024, at 6:00 p.m. in the district Office Audion.

The following items were on the Finance Committee agenda:

**Discussion & Action:** SVSD Marching Band Uniforms

**Discussion & Action:** Digital Marquee

**Discussion & Action:** High School Swimming Pool

Starting Block Replacements

Replacement of Timing System

All items were sent to the Board for approval.



# Order

Order Number Q-223818-1  
 Created Date 7/31/2024  
 Expiration Date 8/30/2024

Billing Entity Agile Sports Technologies, Inc. dba Hudl  
 600 P Street, Suite 400  
 Lincoln, NE 68508

## Address Information

Customer Name	Saucon Valley High School	Ship To	Saucon Valley High School
Bill To Email	amy.virden@svpanthers.org		Amy Virden
Bill To	2100 Polk Valley Rd Hellertown, Pennsylvania 18055-2406 United States		amy.virden@svpanthers.org (610) 838-7001 2100 POLK VALLEY RD HELLERTOWN, Pennsylvania 18055 US

## Terms

Contract Start Date	9/1/2024	Billing Frequency	Annual
Contract End Date	8/31/2027	Payment Terms	Net 30
		Payment Method	Wire Transfer

Total Contract Value: USD 53,000.00  
 Year 1: USD 18,000.00  
 Year 2: USD 17,500.00  
 Year 3: USD 17,500.00

## Product and Services

### Year 1

- 1 - High School Select Athletic Department Package
  - 1 - Playtools
  - 1 - Hudl Sideline Premium Software
  - 1 - Focus Exchange Network
  - 1 - Focus Indoor Software
  - 1 - Focus Outdoor Software
  - 1 - Hudl Assist Unlimited Game + Scout Standard- All Varsity Sports
  - 1 - Hudl Gold - Organization Access
  - 1 - Hudl Streaming Premium 60
  - 1 - Focus Indoor Software

- 1 - Focus Flex
- (1) Focus Flex Software
- (1) Focus Flex Hardware Kit
- 1 - Manfrotto Tripod
- 1 - Hudl Tickets

Year 2

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- 1 - High School Select Athletic Department Package
  - 1 - Playtools
  - 1 - Hudl Sideline Premium Software
  - 1 - Focus Exchange Network
  - 1 - Focus Indoor Software
  - 1 - Focus Outdoor Software
  - 1 - Hudl Assist Unlimited Game + Scout Standard- All Varsity Sports
  - 1 - Hudl Gold - Organization Access
  - 1 - Hudl Streaming Premium 60
  - 1 - Focus Indoor Software
  - 1 - Focus Flex Software
- 1 - Hudl Tickets

Year 3

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- 1 - High School Select Athletic Department Package
  - 1 - Playtools
  - 1 - Hudl Sideline Premium Software
  - 1 - Focus Exchange Network
  - 1 - Focus Indoor Software
  - 1 - Focus Outdoor Software
  - 1 - Hudl Assist Unlimited Game + Scout Standard- All Varsity Sports
  - 1 - Hudl Gold - Organization Access
  - 1 - Hudl Streaming Premium 60
  - 1 - Focus Indoor Software
  - 1 - Focus Flex Software
- 1 - Hudl Tickets

**Authorized Signature**

Signature:  
 Name:  
 Title:  
 Date:

Signature:  
 Name:  
 Title:  
 Date:

**Terms and Services**

- 1 This Order and Organization's purchase and use of the Products described on this Order are governed by the signed agreement in place between the parties, or, if no such agreement exists, the Organization Terms found at [www.hudl.com/eula](http://www.hudl.com/eula)
- 1.1 the Hudl Ticketing Addendum found at <https://www.hudl.com/legal/agreements/hudl-ticket-terms>
- 1.2 the Hudl Streaming Addendum found at [www.hudl.com/legal/agreements/hudl-streaming-addendum](http://www.hudl.com/legal/agreements/hudl-streaming-addendum)
- 1.3 the Focus Exchange Network Addendum found at [www.hudl.com/legal/agreements/focus-exchange-network-addendum](http://www.hudl.com/legal/agreements/focus-exchange-network-addendum)
- 2 The Invoice for the Year 1 amount will be sent either 30 days before the start date indicated above or once the Order is executed by both parties (whichever is later). Additional invoices will be aligned with the annual billing dates for the remainder of the Subscription Term.
- 3 Prices shown above do not include any taxes that may apply; any such taxes are Organization's responsibility. Tax-exempt Organizations must provide a copy of their certificate of exemption to Hudl. This is not an invoice.
- 4 If this Order is returned to Hudl after the start date indicated above, Hudl may adjust the start and end dates to reflect the actual dates of service without changing the total days of service or price. Any Hudl products currently used or purchased by Organization, including those listed above, will remain effective for the remainder of the current Subscription Term.

Your MTI Rep: KAITLIN STERN  
 Your MTI Account Number: 0061714  
 Contract No: 9915866

**Licensee:**

SAUCON VALLEY ELEMENTARY  
 C/O: ROBERT FREY  
 2085 Polk Valley Rd  
 Hellertown, PA 18055-2400

TELE#: 610 838 9331 FAX: 510 838 6661  
 E-MAIL: ROBERT.FREY@SVPANTHERS.ORG

- REPRINT -

Contract Issue Date: 08/12/24  
 Contract Expiration Date: 09/23/24  
 Valid For Performances From:  
 Actual Performance Dates: 11/01/24 - 11/02/24  
 MTI Access Code: SEU3234691

**PRODUCTION CONTRACT** for SEUSSICAL KIDS  
 CONTRACT PROVISIONS:

ALL PERFORMERS MUST BE IN THE 9TH GRADE AND UNDER. THIS LICENSE INCLUDES THE RIGHTS FOR UNLIMITED PERFORMANCES WITHIN \*ONE\* YEAR AS RECORDED IN THE DATES ABOVE.

**AMOUNT ENCLOSED**

SHOWKIT™ (See *Additional Materials Order Form* for a list of ShowKit™ contents)

Royalty. . . . . \$ 109.00

Non-Refundable Materials Fee . . . . . \$ 436.00

SHOWKIT SHIPPING (Rush Delivery available for \$90.00 in U.S.): . . . . . \$ 45.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (where applicable): . . . . . \$ \_\_\_\_\_

ADDITIONAL MATERIALS TOTAL (from *Additional Materials Order Form* — please attach): . . . . . \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** (Payable in U.S. Funds): . . . . . \$                     

**PAYMENT**

CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)

CREDIT CARD: (circle one)      VISA      MASTERCARD      AMERICAN EXPRESS

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on card: \_\_\_\_\_ Billing Postal Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Amount: \_\_\_\_\_

PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: \_\_\_\_\_

(No P.O. Boxes) \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

**Note:** The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.  
 With this contract you are agreeing to produce SEUSSICAL KIDS  
 By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**Licensee:**

SAUCON VALLEY ELEMENTARY  
 C/O: ROBERT FREY  
 2085 Polk Valley Rd  
 Hellertown, PA 18055-2400

TELE#: 610 838 9331 FAX: 510 838 6661  
 E-MAIL: ROBERT.FREY@SVPANTHERS.ORG

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SHOWKIT SHIPPING (Rush Delivery available for \$90.00 in U.S.): . . . . . \$ 45.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (where applicable): . . . . . \$ \_\_\_\_\_

ADDITIONAL MATERIALS TOTAL (from *Additional Materials Order Form* — please attach): . . . . . \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** (Payable in U.S. Funds): . . . . . \$           

**PAYMENT**

CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)

CREDIT CARD: (circle one)      VISA      MASTERCARD      AMERICAN EXPRESS

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on card: \_\_\_\_\_ Billing Postal Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Amount: \_\_\_\_\_

PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: \_\_\_\_\_

(No P.O. Boxes) \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

**Note:** The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.  
 With this contract you are agreeing to produce SEUSSICAL KIDS  
 By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

## **STANDARD MATERIALS**

Your MTI Rep: KAITLIN STERN  
Your MTI Account Number: 0061714  
Contract No: 9915866

### ***Your SHOWKIT™ Will Consist of the Following:***

- 1 DIRECTOR'S GUIDE
- 1 CHOREOGRAPHY VIDEOS DIGITAL
- 1 PIANO VOCAL SCORE
- 30 STUDENT BOOK
- 1 DOWNLOADABLE RESOURCES AND MEDIA
- 1 GUIDE VOCAL AND PERF TRACKS DIGITAL

# ADDITIONAL MATERIALS

## ADDITIONAL MATERIALS ORDER FORM

**You can order additional materials and theatrical resources at the following rates.**

To order, simply indicate the quantity of each item you would like and add the Grand Total to the Confirmation Page of this Production Contract.

ITEM	QUANTITY	COST EACH	TOTAL
<b>ADDITIONAL MATERIALS</b>			
DIRECTOR'S GUIDE	_____	x \$ 100.00=	\$ _____
PIANO VOCAL SCORE	_____	x \$ 40.00=	\$ _____
STUDENT BOOK	_____	x \$ 10.00=	\$ _____
<b>THEATRICAL RESOURCES</b>			
CUSTOMIZABLE SHOW POSTERS AND ARTWORK	_____	x \$ 175.00=	\$ _____
HOW DOES THE SHOW GO ON?	_____	x \$ 21.00=	\$ _____
LOGO PACK DIGITAL	_____	x \$ 75.00=	\$ _____
PRODUCTIONPRO-DIGITAL SCRIPT/SCORE	_____	x \$ 199.00=	\$ _____
SCENIC PROJECTIONS	_____	x \$ 495.00=	\$ _____
SCENIC PROJECTIONS PRO	_____	x \$ 1,795.00=	\$ _____
SOCIAL MEDIA MARKETING KIT	_____	x \$ 150.00=	\$ _____
STAGE WRITE APPLICATION	_____	x \$ 150.00=	\$ _____
STUDENT BOOK TENPACK	_____	x \$ 75.00=	\$ _____
VIDEO LICENSE	_____	x \$ 75.00=	\$ _____
LOGO TEES SIX-PACK ADULT LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT MEDIUM	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT SMALL	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT X-LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT XX-LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD MEDIUM	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD SMALL	_____	x \$ 80.00=	\$ _____

Add total for all items here.

ADDITIONAL MATERIALS TOTAL ..... \$ \_\_\_\_\_

ADDITIONAL MATERIALS SHIPPING ..... \$ \_\_\_\_\_

(do not apply shipping charge for digital items such as Logo Packs):

Add'l Materials Total	Standard	Rush	Add'l Materials Total	Standard	Rush
\$1 - \$100	\$15.00	\$44.00	\$401 - 500	\$31.00	\$120.00
\$101 - \$200	\$19.00	\$60.00	\$501 - 600	\$35.00	\$140.00
\$201 - \$300	\$23.00	\$80.00	\$601 - 700	\$39.00	\$160.00
\$301 - \$400	\$27.00	\$100.00	\$700 and up	go to mtishows.com/ship	

Make sure to enter (above) the appropriate Additional Materials Shipping Charge based on the tables on the left. US and Canada only. Customers in other countries must contact MTI for exact shipping fees.

SALES TAX (where applicable): \$ \_\_\_\_\_

**ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page)** \$ \_\_\_\_\_

You MUST return this form along with your contract to receive materials. All sales are final. No refunds or exchanges.

\*\*\* For shows offering Customized Poster, the purchase of a Customized Poster requires purchase of Logo Pack. If you order a Customized Poster without ordering a Logo Pack, a Logo Pack (at \$75) will automatically be added to your order.\*\*\*

## **AUTHOR BILLING - SEUSSICAL KIDS**

In accordance with the Dramatic Performing Rights License, all advertising, such as posters and program covers, must include the show logo as provided in the ShowKit™ Director's Guide and all of the following author billing.

It is a violation of your contract if you crop or edit this logo in any way.

[name of school]  
Production of



*Book by* **Lynn Ahrens and Stephen Flaherty**

*Music by* **Stephen Flaherty**

*Lyrics by* **Lynn Ahrens**

*Conceived by* **Lynn Ahrens, Stephen Flaherty and Eric Idle**

*Based on the works of* **Dr. Seuss**

*Music Supervised, Adapted and Produced by* **Bryan Louiselle**

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

## MTI BILLING CREDIT

In accordance with the Dramatic Performing Rights License, all publicity materials (posters, programs, etc.) MUST include the following credit:

### SEUSSICAL KIDS

is presented through special arrangement with Music Theatre International (MTI).  
All authorized performance materials are also supplied by MTI.  
[www.MTIShows.com](http://www.MTIShows.com)

## VIDEOTAPING WARNING

This license does NOT grant you the right\*\* to make, use and/or distribute a mechanical recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, audiocassette, videotape, film, CD, DVD and other digital sequencing. You agree to inform all parents, students and attendees of the above prohibitions against recording the show By means of both a program note and a pre-show announcement.

In compliance with the above condition, you MUST include the following warning in your program:

The videotaping or other video or audio recording of this production is strictly prohibited.

\*\*except with Disney titles, where a limited video license is available for \$75.00

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

**DRAMATIC PERFORMING RIGHTS LICENSE**

**YOUR SIGNATURE IN THE ACCEPTANCE SECTION OF THE PRODUCTION CONTRACT WILL ACKNOWLEDGE THAT:**

- a) you have read and understood the terms, conditions and provisions set forth below;**
- b) you are authorized to enter into the Dramatic Performing Rights License on behalf of Licensee; and**
- c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.**

1. Your authorized materials will consist of the nonrefundable items, as listed on the Standard Materials page, for your cast to keep.
2. You agree that
  - Ticket prices for any performance of the show shall not exceed \$10.00 per ticket and
  - No performance shall take place for any audience exceeding 750 people unless such performances are free of any admission charge, donations or contributions. Any deviation from the foregoing restrictions requires the prior written permission of Music Theatre International.
3. This License grants one (1) cast the right to perform the Play as many times as you would like within the licensed dates listed on the front of this license. In any event it is a violation of this license and copyright laws to use ShowKit™ Materials in part or in whole past the license dates of this production.
4. All advertising, such as posters and program covers, must include the show logo as provided in the ShowKit™. You will not make or sell merchandise bearing this logo, with the exception of t-shirts if purchased from MTI. You will inform the parents and students that they are also bound by this prohibition.
5. The student books are to be distributed to the performers and are theirs to keep. All performers in the show must be in 9th grade or younger, unless otherwise authorized in writing in advance by MTI.
6. The performance rights granted by this license apply only to the organization named on this license through special arrangement with Music Theatre International, exclusive licensing agent for live stage performances of this play.
7. You understand that this play is fully protected by Federal and International Copyright laws, and therefore:
  - You will properly credit the Authors of the Play, credit Music Theatre International and reproduce the play logo and trademark on all posters and in all programs exactly as provided.
  - You must perform this Play exactly as it has been provided to you in the materials, and you may not add or delete any music or lyrics (including adding songs or dialogue from the full version of the Play or any film version of the Play), alter any music or lyrics, change the sequence of songs or scenes, or make changes of any kind in the text of the Play, including deletions and changes to the period, characters and characterizations.
  - You will not reproduce, post or electronically transmit on the Internet or social media, rent or sell any of the materials.
  - Recording: This license does not grant you the right to (i) record and/or distribute an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, tape, film, CD, DVD or digital versions; or (ii) televise, broadcast, stream, make available for download or otherwise post on the Internet or through any mobile device the Play or any portion of it. You agree to inform all parents, students and attendees of the above prohibitions against recording the show by means of both a program note and a pre-show announcement. If you have purchased a Streaming or Video License (where available) for your production of the Play, you may permit limited recording in accordance with the terms of the Streaming or Video License.
  - Restrictions on Use of Replica Elements: This Production Contract allows the public performance of the Play as represented in the ShowKit materials provided by MTI. The rights granted by MTI do not include the right to utilize any of the choreography, staging, direction, designs (including set, costume, video or projections), or other intellectual property from any prior productions of the Play or from any film version of the Play. The rights to all of those elements, in whole or in part, are owned by third parties and are not granted as part of this Performance License. Licensee may use production elements such as choreography, direction, designs and/or logos when (i) any such elements are specifically provided as part of the ShowKit materials, and thereby authorized for use by MTI, or (ii) where available, the Licensee purchases an MTI Production Resource thereby granting a license to use said element.
8. The use of makeup to alter a performer's race or ethnicity (e.g., blackface, etc.) is strictly prohibited under this license. Certain titles may have additional casting requirements set forth in a separate contract rider.

**VIDEO LICENSE**

**LIMITED HOME USE VIDEO RECORDING PERMISSION**

WHEN SIGNED IN THE SPACES INDICATED BELOW, AND UPON RECEIPT BY MTI OF LICENSEE'S PAYMENT OF SEVENTY-FIVE DOLLARS (\$75.00), THE FOLLOWING TERMS SHALL CONSTITUTE AN AGREEMENT BETWEEN SAUCON VALLEY ELEMENTARY (THE "LICENSEE") AND MUSIC THEATRE INTERNATIONAL ("MTI"), GRANTING LICENSEE LIMITED PERMISSION TO MAKE ONE VIDEO RECORDING OF LICENSEE'S PRODUCTION OF THE PLAY ENTITLED SEUSSICAL KIDS (THE "PLAY").

**If Licensee wishes to purchase a video license, please sign and return this form and pay the \$75 fee (see Additional Materials Order Form).**

1. Notwithstanding the general prohibition against any video recording whatsoever in the License, MTI hereby grants permission for your organization to permit one authorized videographer (who can be an individual associated with your production or a commercial videographer as set forth in Paragraph 2 below) to record a single performance of your production of the Play, subject to Licensee's strict observance of the conditions set forth herein.

2. A video recording of the Play (the "Video Recording") may be created by Licensee as a non-commercial venture for archival purposes, which video recording may not be sold, leased or rented except as provided as herein. Alternatively, Licensee may hire an outside party to professionally make one video recording of the Play provided that such video recording may only be used (a) for archival purposes, and/or (b) to make additional copies of the recording that may be provided to participants in the Play or their families for their own personal, at-home (i.e., non-commercial use). It is permissible to charge the participants in the Play or their families the duplication costs of the copies, but the videos cannot be sold for a profit and may not be distributed online or to the general public. Such outside party may not use the name of the owner of the Play or any other trademarks of the Owner in any way, except to indicate the content of the video recording. In addition, Licensee may authorize participants in the Play (i.e., cast, crew, creative team) or their families to create a video recording of the Play solely for their own personal, at-home (i.e., non-commercial) use.

3. As a condition to the rights granted herein, Licensee agrees to use good faith efforts to inform all audience members of the restrictions and limitations on video recording and the subsequent use thereof, as set forth herein. At a minimum, Licensee agrees to include a statement in the Play's program substantially in the form provided below and shall further inform audience members of the below limitations by way of an announcement prior to the start of each performance of the Play:

**ANY VIDEO RECORDING MADE OF THIS PERFORMANCE IS AUTHORIZED FOR PERSONAL, AT-HOME, NON-COMMERCIAL USE ONLY. THE SALE OR DISTRIBUTION OF SUCH RECORDING IS STRICTLY PROHIBITED UNDER FEDERAL COPYRIGHT LAW.**

In addition, the following notice must be displayed as the opening 45 seconds of the video:

**WARNING! THIS VIDEO RECORDING HAS BEEN CREATED SOLELY FOR PERSONAL, NON-COMMERCIAL PURPOSES WITH THE SPECIAL PERMISSION OF MUSIC THEATRE INTERNATIONAL. UNDER FEDERAL COPYRIGHT LAW, IT MAY NOT, IN WHOLE OR IN PART, BE SOLD, STREAMED, BROADCAST, DUPLICATED OR DISSEMINATED TO THE PUBLIC IN ANY WAY, BY ANY MEANS NOW KNOWN OR INVENTED IN THE FUTURE.**

4. In no event may any video recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale and/or electronic transmission and/or posting on the Internet.

5. Licensee understands that its failure to follow the above requirements, even if inadvertent, will incur liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI for its out-of-pocket legal fees and shall pay to MTI damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play. In addition, Licensee shall indemnify MTI and the authors and owners of the Play and hold them harmless from any costs or expenses arising out of claims made by third parties appearing in the video, or whose work is used in the video (such as performers, musicians, directors, choreographers or designers).

6. All other provisions, terms and conditions of the License Agreement shall continue in full force and effect.

**SIGN AND RETURN THIS PAGE TO MTI ONLY IF YOU WISH TO PURCHASE A VIDEO LICENSE. A FEE OF \$75 APPLIES.**

**ACCEPTANCE**

By signing below, you agree that you have read and that you understand the terms and conditions set forth in this Production Contract and the accompanying Performance License and agree to abide by terms and conditions contained therein.

PRINT YOUR NAME \_\_\_\_\_ TITLE \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

EMAIL \_\_\_\_\_ DAY PHONE \_\_\_\_\_

# MTI CONTRACT CHECKLIST

Before sending anything back to MTI, make sure you have completed all of the following steps!

Be sure to fill out:

- The **Additional Materials Order Form**, if applicable
- Transfer the total from Additional Materials to the **Production Contract**
- The "Total Amount Enclosed" on the **Production Contract**
- The Payment information completely on the **Production Contract**

Return the following completed forms, where applicable:

- The **Additional Materials Order Form**
- The **Limited Home Use Video Recording Permission** form
- The **Limited Streaming License**
- A copy of your **Purchase Order** (schools and government agencies only)

Complete, sign, and return ALL of the following:

- The **Production Contract** including:
  - Completed "Total Amount Enclosed"
  - Completed Payment information
- **FULL Payment**

## Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
 requester. Do not  
 send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.  
 See Specific Instructions on page 3.

<p><b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p><b>MTI ENTERPRISES INC.</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above.</p> <p><b>dba MUSIC THEATRE INTERNATIONAL</b></p>	<p><b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor    <input checked="" type="checkbox"/> C corporation    <input type="checkbox"/> S corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____</p> <p><small>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions)</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p style="text-align: right;"><i>(Applies to accounts maintained outside the United States.)</i></p>
<p><b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p>	<p><b>5</b> Address (number, street, and apt. or suite no.). See instructions.</p> <p><b>423 W 55th STREET FLOOR 2</b></p> <p><b>6</b> City, state, and ZIP code</p> <p><b>NEW YORK, NY 10019</b></p> <p><b>7</b> List account number(s) here (optional)</p>	
		<p>Requester's name and address (optional)</p>

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
				-			-		
or									
Employer identification number									
1	3	-	2	9	7	6	4	6	8

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date	4/15/24
------------------	--------------------------	------	---------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Your MTI Rep: KAITLIN STERN  
 Your MTI Account Number: 0016717  
 Contract Number: 9915867

**Licensee:**

SAUCON VALLEY MIDDLE SCHOOL  
 C/O: ROBERT FREY  
 2095 POLK VALLEY RD  
 HELLERTOWN, PA 18055

TELE#: 610-838-7071 FAX: 610-838-7473  
 E-MAIL: ROBERT.FREY@SVPANTHERS.ORG

- REPRINT -

Contract Issue Date: 08/12/24  
 Contract Expiration Date: 09/23/24  
 Valid For Performances From:  
 Actual Performance Dates: 01/31/25 - 02/02/25  
 MTI Access Code: 13X3234702

**PRODUCTION CONTRACT** for 13 JR.

**CONTRACT PROVISIONS:**

ALL PERFORMERS MUST BE IN THE 9TH GRADE AND UNDER. THIS LICENSE INCLUDES THE RIGHTS FOR UNLIMITED PERFORMANCES WITHIN \*ONE\* YEAR AS RECORDED IN THE DATES ABOVE.

**AMOUNT ENCLOSED**

SHOWKIT™ (See *Additional Materials Order Form* for a list of ShowKit™ contents)

Royalty. . . . . \$ 139.00

Non-Refundable Materials Fee . . . . . \$ 556.00

SHOWKIT SHIPPING (Rush Delivery available for \$90.00 in U.S.): . . . . . \$ 45.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (where applicable): . . . . . \$ \_\_\_\_\_

ADDITIONAL MATERIALS TOTAL (from *Additional Materials Order Form* — please attach): . . . . . \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** (Payable in U.S. Funds): . . . . . \$                     

**PAYMENT**

CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)  
 CREDIT CARD: (circle one)      VISA      MASTERCARD      AMERICAN EXPRESS  
 Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Name on card: \_\_\_\_\_ Billing Postal Code: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Amount: \_\_\_\_\_

PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: \_\_\_\_\_

(No P.O. Boxes) \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

**Note:** The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.  
 With this contract you are agreeing to produce 13 JR.

By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

PLEASE COMPLETE, SIGN AND RETURN ONE (1) COPY OF THIS PRODUCTION CONTRACT WITH FULL PAYMENT. BE SURE TO RETURN THE ADDITIONAL RESOURCES ORDER FORM AND/OR RIDER(S) IF APPLICABLE.

## **STANDARD MATERIALS**

### **YOUR SHOWKIT™ WILL CONSIST OF THE FOLLOWING:**

- 30 ACTOR'S BOOK
- 1 DIRECTOR'S GUIDE
- 1 PIANO VOCAL SCORE
- 1 CHOREOGRAPHY VIDEOS DIGITAL
- 1 DOWNLOADABLE RESOURCES AND MEDIA
- 1 GUIDE VOCAL AND PERF TRACKS DIGITAL

# ADDITIONAL MATERIALS

## ADDITIONAL MATERIALS ORDER FORM

**You can order additional materials and theatrical resources at the following rates.**

To order, simply indicate the quantity of each item you would like and add the Grand Total to the Confirmation Page of this Production Contract.

ITEM	QUANTITY	COST EACH	TOTAL
<b>ADDITIONAL MATERIALS</b>			
ACTOR'S BOOK	_____	x \$ 10.00=	\$ _____
DIRECTOR'S GUIDE	_____	x \$ 100.00=	\$ _____
PIANO VOCAL SCORE	_____	x \$ 40.00=	\$ _____
<b>THEATRICAL RESOURCES</b>			
ACTOR'S BOOK TENPACK	_____	x \$ 75.00=	\$ _____
CUSTOMIZABLE SHOW POSTERS AND ARTWORK	_____	x \$ 175.00=	\$ _____
HOW DOES THE SHOW GO ON?	_____	x \$ 21.00=	\$ _____
LOGO PACK DIGITAL	_____	x \$ 75.00=	\$ _____
PRODUCTIONPRO-DIGITAL SCRIPT/SCORE	_____	x \$ 199.00=	\$ _____
SCENIC PROJECTIONS	_____	x \$ 495.00=	\$ _____
SCENIC PROJECTIONS PRO	_____	x \$ 1,795.00=	\$ _____
STAGE WRITE APPLICATION	_____	x \$ 150.00=	\$ _____
LOGO TEES SIX-PACK ADULT LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT MEDIUM	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT SMALL	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT X-LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK ADULT XX-LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD LARGE	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD MEDIUM	_____	x \$ 80.00=	\$ _____
LOGO TEES SIX-PACK CHILD SMALL	_____	x \$ 80.00=	\$ _____

Add total for all items here.

ADDITIONAL MATERIALS TOTAL ..... \$ \_\_\_\_\_

ADDITIONAL MATERIALS SHIPPING ..... \$ \_\_\_\_\_

*(do not apply shipping charge for digital items such as Logo Packs):*

Add'l Materials Total	Standard	Rush	Add'l Materials Total	Standard	Rush
\$1 - \$100	\$15.00	\$44.00	\$401 - 500	\$31.00	\$120.00
\$101 - \$200	\$19.00	\$60.00	\$501 - 600	\$35.00	\$140.00
\$201 - \$300	\$23.00	\$80.00	\$601 - 700	\$39.00	\$160.00
\$301 - \$400	\$27.00	\$100.00	\$700 and up	go to mtishows.com/ship	

Make sure to enter (above) the appropriate Additional Materials Shipping Charge based on the tables on the left. US and Canada only. Customers in other countries must contact MTI for exact shipping fees.

SALES TAX (where applicable): \$ \_\_\_\_\_

**ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page)** \$ \_\_\_\_\_

You MUST return this form along with your contract to receive materials. All sales are final. No refunds or exchanges.

\*\*\* For shows offering Customized Poster, the purchase of a Customized Poster requires purchase of Logo Pack. If you order a Customized Poster without ordering a Logo Pack, a Logo Pack (at \$75) will automatically be added to your order. \*\*\*

## **MTI BILLING CREDIT**

In accordance with the Dramatic Performing Rights License, all publicity materials (posters, programs, etc.) MUST include the following credit:

### **13 JR.**

is presented through special arrangement with Music Theatre International (MTI).  
All authorized performance materials are also supplied by MTI.  
[www.MTIShows.com](http://www.MTIShows.com)

## **VIDEOTAPING WARNING**

This license does NOT grant you the right\*\* to make, use and/or distribute a mechanical recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, audiocassette, videotape, film, CD, DVD and other digital sequencing. You agree to inform all parents, students and attendees of the above prohibitions against recording the show By means of both a program note and a pre-show announcement.

In compliance with the above condition, you MUST include the following warning in your program:

**The videotaping or other video or audio recording of this production is strictly prohibited.**

\*\*except with Disney titles, where a limited video license is available for \$75.00

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

## **AUTHOR BILLING – 13 JR.**

You agree to bill the Play and the Authors in all programs (on the title page), houseboards, displays and in all advertising and all paid publicity, in the following manner:

[Name of School]  
Production of

# 13 JR.

Music & Lyrics by  
Jason Robert Brown  
(50%)

Book by  
Dan Elish and Robert Horn  
(50%)

**13 was Commissioned by Center Theatre Group, Los Angeles, CA** (must be in boldface type)  
Subsequently produced for The Goodspeed Opera House by Michael P. Price, Executive Producer  
Original Broadway Production Produced by Bob Boyett, Roger Berlind, Tim Levy,  
Ken Davenport, Ted Hartley, Stacey Mindich, Jane Bergère, Broadway Across  
America, Sharon Karmazin, Carl Moellenberg, Tom Miller, True Love Productions/  
Olympus Theatricals and Center Theatre Group  
(25%)

### **13 JR.**

is presented through special arrangement with  
and all authorized materials are supplied by  
Music Theatre International, New York, NY  
(212) 541-4684 mtishows.com

### **DRAMATIC PERFORMING RIGHTS LICENSE**

**YOUR SIGNATURE IN THE ACCEPTANCE SECTION OF THE PRODUCTION CONTRACT WILL ACKNOWLEDGE THAT:**

- a) you have read and understood the terms, conditions and provisions set forth below;**
- b) you are authorized to enter into the Dramatic Performing Rights License on behalf of Licensee; and**
- c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.**

1. Your authorized materials will consist of the nonrefundable items, as listed on the Standard Materials page, for your cast to keep.
2. You agree that
  - Ticket prices for any performance of the show shall not exceed \$10.00 per ticket and
  - No performance shall take place for any audience exceeding 750 people unless such performances are free of any admission charge, donations or contributions. Any deviation from the foregoing restrictions requires the prior written permission of Music Theatre International.
3. This License grants one (1) cast the right to perform the Play as many times as you would like within the licensed dates listed on the front of this license. In any event it is a violation of this license and copyright laws to use ShowKit™ Materials in part or in whole past the license dates of this production.
4. All advertising, such as posters and program covers, must include the show logo as provided in the ShowKit™. You will not make or sell merchandise bearing this logo, with the exception of t-shirts if purchased from MTI. You will inform the parents and students that they are also bound by this prohibition.
5. The student books are to be distributed to the performers and are theirs to keep. All performers in the show must be in 9th grade or younger, unless otherwise authorized in writing in advance by MTI.
6. The performance rights granted by this license apply only to the organization named on this license through special arrangement with Music Theatre International, exclusive licensing agent for live stage performances of this play.
7. You understand that this play is fully protected by Federal and International Copyright laws, and therefore:
  - You will properly credit the Authors of the Play, credit Music Theatre International and reproduce the play logo and trademark on all posters and in all programs exactly as provided.
  - You must perform this Play exactly as it has been provided to you in the materials, and you may not add or delete any music or lyrics (including adding songs or dialogue from the full version of the Play or any film version of the Play), alter any music or lyrics, change the sequence of songs or scenes, or make changes of any kind in the text of the Play, including deletions and changes to the period, characters and characterizations.
  - You will not reproduce, post or electronically transmit on the Internet or social media, rent or sell any of the materials.
  - Recording: This license does not grant you the right to (i) record and/or distribute an audio or audiovisual recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, tape, film, CD, DVD or digital versions; or (ii) televise, broadcast, stream, make available for download or otherwise post on the Internet or through any mobile device the Play or any portion of it. You agree to inform all parents, students and attendees of the above prohibitions against recording the show by means of both a program note and a pre-show announcement. If you have purchased a Streaming or Video License (where available) for your production of the Play, you may permit limited recording in accordance with the terms of the Streaming or Video License.
  - Restrictions on Use of Replica Elements: This Production Contract allows the public performance of the Play as represented in the ShowKit materials provided by MTI. The rights granted by MTI do not include the right to utilize any of the choreography, staging, direction, designs (including set, costume, video or projections), or other intellectual property from any prior productions of the Play or from any film version of the Play. The rights to all of those elements, in whole or in part, are owned by third parties and are not granted as part of this Performance License. Licensee may use production elements such as choreography, direction, designs and/or logos when (i) any such elements are specifically provided as part of the ShowKit materials, and thereby authorized for use by MTI, or (ii) where available, the Licensee purchases an MTI Production Resource thereby granting a license to use said element.
8. The use of makeup to alter a performer's race or ethnicity (e.g., blackface, etc.) is strictly prohibited under this license. Certain titles may have additional casting requirements set forth in a separate contract rider.

# MTI CONTRACT CHECKLIST

Before sending anything back to MTI, make sure you have completed all of the following steps!

Be sure to fill out:

- The **Additional Materials Order Form**, if applicable
- Transfer the total from Additional Materials to the **Production Contract**
- The "Total Amount Enclosed" on the **Production Contract**
- The Payment information completely on the **Production Contract**

Return the following completed forms, where applicable:

- The **Additional Materials Order Form**
- The **Limited Home Use Video Recording Permission** form
- The **Limited Streaming License**
- A copy of your **Purchase Order** (schools and government agencies only)

Complete, sign, and return ALL of the following:

- The **Production Contract** including:
  - Completed "Total Amount Enclosed"
  - Completed Payment information
- **FULL Payment**

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
 requester. Do not  
 send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)  <b>MTI ENTERPRISES INC.</b>	
	2	Business name/disregarded entity name, if different from above.  <b>dba MUSIC THEATRE INTERNATIONAL</b>	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions. <input type="checkbox"/>	
5	Address (number, street, and apt. or suite no.). See instructions. <b>423 W 55th STREET FLOOR 2</b>	Requester's name and address (optional)	
6	City, state, and ZIP code <b>NEW YORK, NY 10019</b>		
7	List account number(s) here (optional)		

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
				-			-		
or									
Employer identification number									
1	3	-	2	9	7	6	4	6	8

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person		Date	4/15/24
------------------	--------------------------	--	------	---------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.  
**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

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architects

**SILVIA HOFFMAN**  
AIA, LEED AP

**TODD CHAMBERS**  
AIA, NCARB

**JILL HEWES**  
AIA, LEED AP

**JESSICA KLOCEK**  
AIA, LEED AP

## Beyond the Building

architecture interiors project management

June 20, 2024

Mr. David J. Bonenberger, PCSBA  
Director of Fiscal and Operations Management  
Saucon Valley School District  
2097 Polk Road  
Hellertown, PA 18055  
Via email: [david.bonenberger@svpanthers.org](mailto:david.bonenberger@svpanthers.org)

**Re: Saucon Valley School District  
Renovations to High School  
Athletic Training Area**

Dear David:

MKSD Architects is pleased to submit this proposal to provide Architectural & Engineering Design Services for the renovations to the Saucon Valley School District, located at 2100 Polk Valley Road, Hellertown, PA. Besides MKSD Architects, our team will consist of HB Engineers.

### I. PROJECT UNDERSTANDING

The project will consist of minor renovations to existing room 603, which is an existing Art Classroom. This proposal is based on the site walkthrough we had on June 12, 2024 with David Bonenberger and Amy Virden. This proposal is based on the following understanding of the project:

- The current Art Classroom (Room number 603) should be converted to an athletic training room. The majority of the casework will be removed to accommodate the new program. Power will be provided for an ice machine, tub, and refrigerator. Minor wall renovations will be required. A door will be added to the adjacent Athletic Trainer's Office. An exterior door will be added at the location of the existing storefront framed window. The ceiling and lighting does not need to be renovated. It is assumed the new

MKSD, LLC  
1209 Hausman Road  
Suite A  
Allentown, PA 18104

610.366.2081

[mksdarchitects.com](http://mksdarchitects.com)



HVAC system will accommodate the new program. The existing room has two exhaust ducts that will be removed. The roof will be patched in these areas.

- The School District would like the renovations started and completed in the Summer of 2025. MKSD Architect recommends the project be publicly bid in January 2025.

## II. SCOPE OF WORK

Architectural and Engineering Design Services will be provided to produce design and construction documents necessary to bid, obtain building permits, and renovate the two spaces list in Section I above. Our proposed scope of work is as follows:

### Information Gathering

- A. Review original construction documents provided by the School District.
- B. Survey existing conditions in the area of work.
- C. Create existing conditions drawings for the areas of work.

### Design/Construction Documents

- A. Verify scope of work areas with the School District.
- B. Review the design for renovations to the area listed above.
- C. Modify the design if requested by the District's requirements.
- D. Generate detailed drawings to describe the overall design of the project.
- E. Meet with the District to discuss the details of the project regarding layout, architectural finishes, etc.
- F. Provide a project manual for bidding purposes.

### Permitting & Bidding

- A. Upon approval of drawings, finalize Permit/Construction Documents as required for building permit application and for contractor bidding.
- B. Respond to Building Code Official letter, if needed.
- C. Attend the pre-bid meeting.
- D. Assist Saucon Valley School District with advertising the project.
- E. Respond to any RFI's from the bidding contractors during bidding.

### Construction Phase

- A. Attend Pre-construction meeting.



- B. Perform bi-weekly site visits to the High School to review construction progress.
- C. Perform shop drawing review of all components. Review with the owner any products being substituted.
- D. Respond to any RFI's generated by the Contractor.
- E. Provide interpretation of the intent of the design documents.
- F. Review and certify the amounts due to the contractors, and issue certificates for payment based upon MKSD's evaluation of the contractors' work and the data comprising the application for payment.
- G. Report known deviations from the contract documents and from the most recent construction schedule submitted by the contractors.
- H. Prepare final punch lists for all areas as they are substantially completed.
- I. Prepare and issue final certifications for payment based upon final inspections, indicating that all punch list items have been completed or corrected.

### III. COMPENSATION

Our fees for providing professional design services for the new building as outlined in Sections I and II above will be as follows:

#### Architecture and Engineering Design Services

Information Gathering	\$ 2,200.00
Design/Construction Documents	\$ 12,800.00
Bidding/Permitting	\$ 2,900.00
Construction Administration	\$ 5,200.00

Total stipulated Lump Sum Fee of	<b>\$ 23,100.00</b>
(Twenty-Three Thousand One Hundred Dollars)	

Reimbursable expenses, such as the printing of drawings for meetings, coordination and permitting outlined will be billed according to our schedule of reimbursable and is expected not to exceed **Two Thousand Dollars (\$2,000.00)**

Services not indicated in Section II – Scope of Work will be provided only as requested and will be compensated on an hourly rate basis. We have attached a Personnel Hourly Rate and Reimbursable Expense Schedule for your review.



Invoices shall be issued for all work accomplished during the preceding period indicating the percentage complete and itemizing reimbursable expenses related to the prosecution of the work. Payment shall be made within thirty days after the invoice has been issued. An interest rate of one percent per month will be applied to unpaid invoices after thirty days.

Our proposed services do not include the following:

- Geotechnical Engineering Services
- Hazardous Materials Survey/Test/Removal Documentation
- Civil Engineering and Civil Land Survey or Landscape Design
- Furniture Design or Specification
- Application Fees for building code or drawing reviews

Thank you for the opportunity to provide this proposal. We look forward to working with you.

If you have any questions, please do not hesitate to contact me at 610-366-2081.

Sincerely,  
MKSD architects

A handwritten signature in black ink, appearing to read 'T. Chambers', with a long horizontal flourish extending to the right.

Todd Chambers, AIA  
Partner | Architect

Accepted by:

Signature: \_\_\_\_\_  
Printed Name / Title: \_\_\_\_\_

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

# MKSD ARCHITECTS

2024



architects

## PERSONNEL HOURLY RATE SCHEDULE

<u>PERSONNEL</u>	<u>BILLING RATE</u>
PARTNER	\$210
ASSOCIATE PARTNER, DIRECTOR	\$190
SENIOR PROJECT ARCHITECT/MANAGER	\$180
PROJECT ARCHITECT/ENGINEER/MANAGER III	\$160
SENIOR DESIGNER/SENIOR INTERIOR DESIGNER II	\$150
ARCH DESIGNER/INTERIOR DESIGNER I	\$130
DESIGNER/INTERIOR DESIGNER/DRAFTING	\$120
PROJECT SUPPORT/JUNIOR DRAFTER	\$ 80

**SILVIA HOFFMAN**  
AIA, LEED AP

**TODD CHAMBERS**  
AIA, NCARB

**JILL HEWES**  
AIA, LEED AP

**JESSICA KLOCEK**  
AIA, LEED AP

All rates are subject to reasonable increases annually to compensate for salary adjustments.

## REIMBURSABLE EXPENSE SCHEDULE

<u>ITEM</u>	<u>RATE</u>
Photo Color Prints (up to 30"x42")	\$ 25.00/sheet
Color Prints (up to 30"x42")	\$ 10.00/sheet
B&W Prints (up to 30"x42")	\$ 5.00/sheet
Photo Color Copies (up to 11"x17")	\$ 6.00/sheet
Color Copies (up to 11"x17")	\$ 2.00/sheet
B&W Copies (up to 11"x17")	\$ .15/sheet
Spiral Binding & Covers	\$ 10.00/ea
Scanning Documents	\$ 5.00/sheet
Foam Core Boards (up to 30"x42")	\$ 25.00/sheet
Overnight Postal Delivery	\$ at cost
Authority Fees including courier fees	\$ at cost
Out of town travel expenses	\$ at cost/\$.67 per mile

MKSD, LLC  
1209 Hausman Road  
Suite A  
Allentown, PA 18104

610.366.2081

mkstdarchitects.com

# MKSD, LLC General Terms & Conditions

1. MKSD, LLC's Proposal ("Proposal") to which these MKSD, LLC General Terms and Conditions ("Terms and Conditions") are attached is valid for thirty days after the date of issuance.
2. All information in the Proposal is the confidential and proprietary property of MKSD, LLC ("MKSD"). Client agrees not to use or to disclose any Proposal information without MKSD's prior written consent.
3. The agreement created by the Client's acceptance of the Proposal and the MKSD General Terms & Conditions is hereinafter referred to as the "Agreement." If Client fails to return a signed copy of the Proposal within the required thirty (30) day period, but allows MKSD to proceed with the services, then Client shall be deemed to have accepted the terms of the Agreement. If there is a conflict or inconsistency between any expressed term or condition in the Proposal and these Terms & Conditions, the Proposal shall take precedence. The Agreement constitutes the entire, integrated agreement between Client and MKSD, and supersedes any previous discussions, agreements, writings or understandings. Client agrees and acknowledges that the Agreement shall exclusively govern the services to be provided and the relationship of the parties notwithstanding any additional or conflicting terms contained in any signed acceptance of the Proposal from Client, and that all such additional or conflicting proposed terms are hereby rejected by MKSD.
4. Payment is due within thirty days of the issuance date of all MKSD invoices, unless other payment provisions are described in the Proposal. Client agrees to pay interest at the rate of one and one half percent per month on invoices that are more than thirty days past due. If payment in whole or in part for an invoice is not received by MKSD by the invoice due date, MKSD may suspend services and refuse to release work on the Agreement until Client has paid all outstanding amounts due. MKSD shall not be responsible for any damages (including, without limitation, delay damages), costs or expenses if MKSD suspends its services due to nonpayment. If payment is not made in accordance with the Agreement, Client agrees to pay all expenses including, without limitation, attorney's fees and court costs incurred by MKSD to collect all payments due to MKSD.
5. All drawings, sketches, specifications and other documents ("Documents") in any form, including electronic, prepared by MKSD are instruments of MKSD services, and as such are and shall remain MKSD property. Upon payment in accordance with the Agreement, Client shall have the non-exclusive right to use and reproduce the Documents solely for the purposes of constructing, using or maintaining the project ("Project") contemplated by the Agreement. The Documents are prepared for use on the Project only, and are not appropriate for use on other projects, any additions or alterations of the Project, or completion of the Project by others. Use of the Documents in violation of this paragraph without the express written consent of MKSD is prohibited, and shall be at Client's sole risk. Client agrees to indemnify, defend and hold harmless MKSD from any claims, damages, losses, liabilities and expenses arising from such prohibited use.

6. The proposed compensation and project schedule constitute MKSD's best estimate of the compensation and time required to complete the Project based on information as known by MKSD at the time of providing the Proposal. As the Project progresses, facts uncovered may require changes in the originally proposed scope of work, design or construction schedule or other factors which may impact the proposed compensation. Upon recognition of these changes, the compensation and schedule may be adjusted accordingly upon mutual agreement by the Client and MKSD. MKSD shall have no obligation to proceed with any changes to the scope of work, design or construction schedule unless and until Client shall have agreed to those changes (including any adjustment to MKSD's compensation) in writing.
7. The Personnel Hourly Rate and Reimbursable Expense Schedule shall be adjusted in accordance with MKSD and MKSD Consultant normal annual review practices.
8. MKSD compensation and project schedule will be subject to reasonable modification for delays caused by Client's failure to provide specified information or decisions, or for delays caused by third parties, unpredictable occurrences or force majeure.
9. No termination of the Agreement by Client will be effective unless Client provides seven days prior written notice to MKSD, No termination of the Agreement by MKSD will be effective unless MKSD provides seven days prior written notice to the Client. Termination notice provided by either party shall include explanation of the reasoning for the termination and shall provide the other party with the opportunity to respond within the seven (7) day period. The effective date of termination in any event will be seven days after notification. For the avoidance of doubt, either party shall be permitted to terminate the Agreement at any time regardless of whether cause may exist.
10. Termination Payment:
  - a. Where the method of compensation is a Stipulated Lump Sum Client agrees that the final MKSD invoice will be based on services performed and direct expenses incurred up to the effective date of termination.
  - b. Where the method of payment is based on personnel hours expended, Client agrees that the final MKSD invoice will include all personnel hours and direct expenses up to the effective date of termination.
11. MKSD shall provide the professional services set forth in the Agreement consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. MKSD shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project. There are no expressed or implied warranties included in the Agreement. The Agreement is solely for the benefit of the Client and its permitted successors. The Agreement includes no third-party beneficiary, and except as otherwise expressly agreed, MKSD will not be obligated to communicate with or interface with any other person in connection with the Project and performance of the services. .
12. Client and MKSD have considered the risks and rewards associated with this Project, as well as MKSD total compensation for professional services. Client agrees that, to the fullest extent permitted by law, MKSD total aggregate liability (including the

liability of its owners, officers, directors, employees, agents, subcontractors and consultants) to the Client (and anyone claiming by, through or under the Client) for any and all injuries, claims, losses, expenses or damages arising out of this agreement from any cause or causes is limited to the total compensation received by MKSD under the Agreement or Fifty Thousand Dollars (\$50,000), whichever is greater. Such causes include, but are not limited to, MKSD negligence, errors, omissions, strict liability, or breach of contract or warranty. In the event the Client is interested in increasing this limitation of liability, MKSD agrees to increase the limitation of liability from Fifty Thousand Dollars to the lesser of One Million Dollars or the amount equal to MKSD's errors and omissions insurance policy limit upon its receipt, prior to performing any services, of payment of additional compensation ten percent of the total compensation under the Agreement or \$1,000, whichever is greater.

13. Client shall make no claim of liability against MKSD unless the Client first provides a written certification, executed by an independent design professional, specifying those acts or omissions which the independent design professional contends is inconsistent with the Agreement and upon which the claim will be premised. The independent design professional must be licensed to practice in the state where the Project is located and in the professional discipline related to the claim. Client agrees that the independent design professional's certification is a condition precedent to the Client's right to institute any judicial proceeding.
14. If required by the Proposal, MKSD shall visit the Project site to become generally familiar with the progress and quality of the work for which MKSD prepared the Documents. MKSD shall not make exhaustive or continuous onsite inspections. MKSD services do not include supervision or direction of the contractor's work. Observation by MKSD field representatives shall not excuse the contractor for defects or omissions in its work. MKSD shall not control construction means, methods, techniques, sequences, or procedures, and the contractor is solely responsible for all work on the Project, including safety of all persons and property.
15. If Client does not retain MKSD to render construction phase services, Client waives any claim it may have against MKSD and agrees to indemnify, defend and hold harmless MKSD from any loss or liability, including attorneys' fees and other costs of defense, arising out of or related to the interpretation of MKSD Documents, or the review of shop drawings, the evaluation of contractor's request for change orders, and the failure to detect and correct obvious errors or omissions in MKSD documents.
16. Unless and until a court determines that MKSD preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, specifications and/or MKSD giving or failure to give instructions is the primary cause of any damage, claim, loss or expenses, Client shall indemnify, defend and hold harmless MKSD and its officers, employees and consultants from and against all damages, claims, losses or expenses, including reasonable attorneys' fees and other costs of defense, arising out of the Agreement.
17. Client agrees to compensate MKSD on an hourly rate basis for any time required to provide research, support or direct testimony related to any court proceeding, arbitration or mediation to which the Client is involved with a third party.

18. CLIENT AND MKSD WAIVE ANY AND ALL CONSEQUENTIAL DAMAGES ARISING OUT OF THIS AGREEMENT.
19. The Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. Client and MKSD agree and covenant that regardless of the Project's location, any and all claims arising out of or in any way related to the Agreement shall be initiated and maintained solely in the Commonwealth of Pennsylvania Court of Common Pleas, Lehigh County or, if based solely on federal law, in the United States District Court for the Eastern District of Pennsylvania. MKSD and Client hereby submit to the exclusive jurisdiction of said Courts and covenant not to assert any objection or defense to the venue of said Courts, including, without limitation, based upon *forum non conveniens*.
20. Neither the Client nor MKSD shall assign this Agreement without the express prior written consent of the other. MKSD will not unreasonably withhold its consent to any collateral assignment to Client's lender provided that lender agrees to pay all outstanding sums due to MKSD under the Agreement upon any assignment due to Client's default under its loan.



# ADVANCED ATHLETIC SERVICES

a division of Bob Viersma & Sons, Inc.

P.O. Box 224, Allamuchy, New Jersey 07820  
 (908) 852-0552 Fax (908) 852-0259

## Revised Proposal

PROPOSAL SUBMITTED TO: Saucon Valley School District		PHONE 484-239-0262	DATE June 10, 2024
ADDRESS 2100 Polk Valley Road Hellertown, PA 18055		PROJECT DESCRIPTION: Varsity Softball Infield Renovations, Varsity Baseball Built-Up Lip Removal, JV Baseball Infield Tune-Up	
ATTENTION: Robert Frey	Email <a href="mailto:robert.frey@svpanthers.org">robert.frey@svpanthers.org</a>	ENGINEER N/A	PROPOSAL #: AAS-24-052-1

We hereby submit specifications and estimates for:

### A. Varsity Softball Infield Renovations

1. Layout typical dimensions of a 43/60 softball infield with grass aprons starting four foot outside both foul lines and an outfield arc length of 60 feet from the 43-foot pitching distance.
2. Pull back the clean infield mix that is presently beyond the typical infield dimensions.
3. Field survey existing grades and elevations to determine proposed grades that match backstop and sideline fence elevations along with outfield grass beyond built-up lips.
4. Utilizing a sod cutter and Kubota mini excavator, cut and excavate existing grass along backstop and sideline fence, as well as built-up lip along entire outfield arc.
5. Grade built-up lip removal areas to proposed finished grade and utilize up to 23 cubic yards of screened topsoil to fill in where infield mix was pulled back.
6. Stockpile excavated grass and soil along tree row, across the roadway from the JV baseball field.
7. Supply and install up to 7,500 square feet of fescue / blue big roll sod, sodding a 4-foot-wide strip against the backstop, grass aprons up to four feet from foul lines and outfield arc into the standard 60-foot length from the pitcher's mound.
8. Utilizing a laser-controlled, dual-mast box grader and an ABI Force, grade and groom existing infield mix to proposed finished grades.

**Labor, Equipment & Material Cost**

**\$23,275.00**

### B. Varsity Baseball Built-Up Lip Removal / Resodding

1. Utilizing a sod cutter and Kubota mini excavator, cut and excavate 4-foot wide along base arcs, around pitching mound, along both sides of walk-up to mound, and a little around home plate circle in an effort to eliminate unsafe built-up lips.
2. Grade built-up lip removal areas to it matches remaining infield grass and makes a smooth transition to infield skin.
3. Dump all grass and soil waste along the tree row, across the roadway from the JV baseball field.
4. Supply and install up to 1,000 square feet of fescue / blue big roll sod to restore infield grass.
5. Rake existing infield mix up to newly install sod edges.

**Labor, Equipment & Material Cost**

**\$6,100.00\*\***

**\*\*NOTE: Price is based on performing work in conjunction with softball renovations only.\*\***

**C. JV Baseball Infield Tune-Up**

1. Utilizing a sod cutter and Kubota mini excavator, cut and remove grown in grass edges of infield, making all grass edges straight or consistent.
2. Utilizing profile blades on an ABI Force, remove the majority of the remaining weeds from the infield skin.
3. Dump all excavated grass and weeds along tree row on the other side of the roadway.
4. Transfer 100 – 125 tons of additional infield mix, supplied by Saucon Valley School District, from adjacent roadway onto infield with a dump wagon behind Kubota tractor, both equipped with turf tires.
5. Utilizing a laser-controlled, dual-mast box grader and an ABI Force, grade additional infield mix to proposed grades that match existing grass.

**Labor, Equipment & Material Cost**

**\$11,700.00**

**D. Varsity Baseball/Softball Practice Field Laser Grading (adding approximately 25 tons of additional infield mix and laser grading)**

1. Reload and transfer up to 25 tons of additional infield mix, supplied by Saucon Valley School District, with a dump wagon behind a Kubota tractor to infield from nearby parking lot.
2. Field survey to determine proposed grades.
3. Utilizing a laser-controlled, dual-mast box grader and an ABI Force, grade additional and existing infield mix to proposed finished grades.

**Cost to Grade EACH Infield**

**\$3,750.00**

**NOTE: Cost is based upon performing all work in ONE mobilization.**

**Conditions:**

- Prices are based on current market values and are subject to change.
- All underground utilities, such as irrigation head and control boxes, to be flagged prior to commencing work.
- **NOT** responsible for damage to unmarked items.
- Access to field with a minimum gate size of 10 feet required.
- Prices based upon performing all work in one mobilization.
- Watering and maintaining newly installed sod the responsibility of others.
- Prices based on the items specifically mentioned; no more, no less.
- Prices based on current market values and are subject to change.
- Signed Proposal and Purchase Order required prior to commencement of work.
- **Net 30 days, 1½% charged after 30 days.**

We Propose hereby to furnish material and labor complete in accordance with specifications. for the sum of:

- A. Twenty-Three Thousand Two Hundred Seventy-Five Dollars and No Cents (\$23,275.00)**
- B. Six Thousand One Hundred Dollars and No Cents (\$6,100.00)**
- C. Eleven Thousand Seven Hundred Dollars and No Cents (\$11,700.00)**
- D. Cost Per Infield: Three Thousand Seven Hundred Fifty Dollars and No Cents (\$3,750.00)**

**PAYMENT TO BE MADE AS FOLLOWS**

As outlined above, Upon Receipt of Invoice

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within 14 days.

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. Customer agrees to pay a finance charge of 1.5% per month (18% per Annum) on any past due amount not paid within 30 days of date of invoice and to pay collection costs, including reasonable attorney fees after default by the customer. Payment will be made as outline above. You are authorized to do the work as specified.

Signature \_\_\_\_\_

Name/Title \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

**NORTHERN NURSERIES, INC.**

WHOLESALE HORTICULTURAL DISTRIBUTION CENTERS

**CONFIDENTIAL PRICE QUOTATION**

Date of Quote: **6.11.24** Job Reference: **Ball Field**

TO: **Saucon Valley School District** ATTN: **Robert Frey**  
 Phone:  
 Fax:

FROM: **Peter Dreibelbies** Phone: **610-863-6006**  
**Northern Nurseries, Inc.,** Fax: **610-863-6384**  
**6525 Sullivan Trail, PO Box 95, Wind Gap PA 18091**

Date Material Required: Terms: **To Be Determined**  
 Ship to: **To Be Determined** F.O.B. **Wind Gap, PA 18091**

In response to your inquiry, we submit the following Quotation:

QTY	Description	Size	Status	Unit Price	Amount
130	Diamond-Tex Premium - Delivered *Fuel Surcharge Extra	Ton		\$83.01	\$10,791.30

**NOTE:** Pricing and availability subject to availability as of date of receipt of order.

**NOTE:** We do not recommend **FALL DIGGING** of items identified by F.H.. Customer assumes all responsibility for survival of these items.

This quotation is intended only for the use of the addressee and may contain information that is privileged and confidential. Communication of this information to any other individual without express consent of Northern Nurseries, Inc. is strictly prohibited.

Thank you for the opportunity to quote these items.

SVPanthers6.11.24.xls



**Kiefer Aquatics**  
**The Lifeguard Store**

903 Morrissey Drive  
 Bloomington, IL 61701  
 P (309) 451-5858  
 F (309) 451-5959

**Quote**

DATE	Customer #	ESTIMATE
07/25/2024	090233	EST123354



BILL TO
Saucon Valley School District Attn: Accounts Payable 2097 Polk Valley Rd Hellertown, PA 18055

SHIP TO
Saucon Valley School District Attn: Bob Frey 2095 Polk Valley Rd Hellertown, PA 18055

Shipped Via:
FREIGHT_WWEX

Estimate Prepared by:
mradtke

ITEM	DESCRIPTION	QUANTITY	PRICE EACH	TOTAL
502360HT	EVOLUTION HT STARTING BLOCK	6	\$3,755.32	<b>\$22,531.92</b>
500360GA	GROUT-IN ANCHOR ASSEMBLY	24	\$19.95	<b>\$478.80</b>
369000HT	FOOT CHOCK FOR HT STARTING BLOCK TOP	6	\$739.95	<b>\$4,439.70</b>
CNS-6	Logo on Starting Block Platform	6	\$149.95	<b>\$899.70</b>
300140HT	GRAB RAIL ASSEMBLY FOR HT STARTING BLOCK TOP	6	\$449.95	<b>\$2,699.70</b>
500610	Kiefer Starting Block Safety Cover	6	\$49.95	<b>\$299.70</b>

Quote not confirmed until Kiefer has reviewed completed gutter form. Ships LTL w/liftgate. Inside delivery available for an additional charge 30% deposit and PO required to process order Full payment due at time of order unless credit approval for NET30 terms Up to 8-10 weeks of production time required Production begins after customer has signed off on approval drawing Quote valid for 60 days from date of issue	Subtotal	\$31,349.52
	Freight	\$660.00
	Tax	\$0.00
	<b>Total</b>	<b>\$32,009.52</b>



August 21, 2024

Bob Frey  
Saucon Valley High School  
Customer # 0015787

Dear Bob,

The following is the price quotation you requested. Colorado Time Systems provides premier athletic facilities like yours across the world with platinum quality timing, scoring, and display systems. We look forward to working with you to turn your vision into reality. If you have any questions or comments, please call me at 860-882-3460 or e-mail me at [carrie.spencer@coloradotime.com](mailto:carrie.spencer@coloradotime.com). Look for us online at <http://www.coloradotime.com>.

**PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 26-36 weeks. Video Displays are estimated at 15-25 weeks. Lead times are based on current estimates and cannot be guaranteed. Product will ship as soon as it is available.**

**GEN7 TIMING SYSTEM**

Qty    Model    Description

1    GEN7-TMR-L

GEN 7 Sports Timer with legacy connections

The Gen7 Sports Timer is designed to work exclusively with existing CTS timing components and display boards. Incorporates the latest technology with all of the key features of a Colorado Time Systems Console, including up to 12-lane timing, enhanced split handling, start reaction display, automatic lane arming, interface to 3<sup>rd</sup> party meet management software, scoreboard cycling and more. The hardware and software combination gives you the flexibility to run your meets your way.

Features:

- Intuitive software interface with modern Windows user interface and is touchscreen friendly. **Software to be loaded on owner provided laptop.**
- Flexible user interface options: Windows laptop or tablet is primary user interface, with Ethernet connectivity to the timer.
- Robust safeguards, all data is logged and saved on the Gen7. Any issues with user interface are recoverable. Timer will continue running and will finish race without user interface.
- Rich diagnostics, integrated pre-meet diagnostic mode to check system set up and allows proactive equipment maintenance
- Integrated 2.4GHz Wireless to Scoreboards
- Facility network connectivity

**Note: Includes 3-year limited warranty.**

1    ZSHIP

Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$6,350**

**TOUCHPADS**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
6	TP-60G	Aquagrip gutterhung touchpads (60" x 22") <b>US PATENT 5,702,799</b>
		<b>Note: Includes 3-year limited warranty.</b>
1	ZSHIP	Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$7,400**

**ACCESSORIES**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
7	4000-0040	Special size Touchpad brackets
		<b><u>Gutter diagram/measurements must be supplied upon order</u></b>
1	ZSHIP	Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$600**

**TIMING ACCESSORIES**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
6	PB-6	Additional push buttons for lane timing
1	ZSHIP	Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$560**

**CABLE HARNESS**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CH41-6	Six-lane cable harness (Primary and button A)
1	ZSHIP	Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$960**

**START SYSTEM**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	SSE	Championship Elite Start System with wired microphone. <i>Features:</i> <ul style="list-style-type: none"><li>• Bright external 360-degree strobe with variable intensity setting</li><li>• Training mode – automated “take your marks” and start signal with a variable interval between starts.</li><li>• Alternate start tone</li><li>• Built-in 40w/8-ohm speaker</li><li>• Legacy speedlight harness adapter</li><li>• External Visual Indicators (EVI) and Visual Start Sequence Signaling features (require additional equipment)</li><li>• Tabletop mount included. Tripod or flagpole additional</li></ul>
1	R-INF-SJ25	25’ jumper cable for the Elite and Infinity Series Start System
1	ZSHIP	Estimated cost for ground shipping from Colorado Time Systems to destination.

**PRICE \$2,050**

**Please send PA sales tax exemption certificate at time of order**

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**TERMS:** Purchase order or 50% down, net 30 days. Visa, MasterCard or American Express are acceptable. Quote does not include power, permits, engineering fees, delivery charges or installation, unless otherwise noted. Change order fee of 5% will apply after purchase. Returns are subject to a 50% restocking fee; any custom orders including Video Displays are nonreturnable.

Unless noted, the above pricing **DOES NOT** reflect cooperative agreement pricing, including but not limited to BuyBoard, U.S. Communities, TIPS, GoodBuy, YMCA Shared Services. Please reach out to your regional sales manager for additional information regarding the contracted pricing.

**WARRANTY:** Two Year limited Warranty

All other components associated with the above equipment including cable harness, deck plates (excluding titanium deck plates), wall plates, push buttons, test meters, microphones, speakers, data cable, etc. will have a one-year limited warranty.

**SHIPPING:** PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 26-36 weeks. Video Displays are estimated at 15-25 weeks. Lead times are based on current estimates and cannot be guaranteed. Product will ship as soon as it is available.

Shipping charges are estimated and subject to change. Tailgate delivery, all unloading is done by receiver. If inside delivery is needed, please call our Sales Team at (800) 279-0111, option 2. Any additional fees will be billed to end user/facility.

**TAXES:** If purchaser is tax-exempt or purchasing for resale, a copy of purchaser's tax-exempt certificate shall be required at time of order. If purchaser's tax-exempt certificate is not available purchaser shall be charged all appropriate tax.

**FORCE MAJEURE:** No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.

**NOTE:** Price quotations valid for 30 days. All quotations are in U.S. Dollars.

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Best Regards,



Carrie Tupper Spencer  
Eastern Regional Sales Manager

CS/af

Stanbury Uniforms, LLC  
P.O.Box 100  
108 Stanbury Industrial Drive  
Brookfield, MO 64628

(800) 826-2246  
Fax: (660) 258-5781  
<http://www.stanbury.com>  
[info@stanbury.com](mailto:info@stanbury.com)



Mike Pearson | [MPFinalTouch@gmail.com](mailto:MPFinalTouch@gmail.com) | 610-496-6976

March 22, 2024

Kaela,

Thank you for considering Stanbury Uniforms. Listed below, please find the ballpark prices for the uniforms. All of our uniforms are fully constructed and come with a lifetime warranty. The prices below reflect our most popular Xtreme Dri Fabric that is both durable and comfortable to wear. Our current delivery schedule is 90-180 days. Please let me know if you have any questions.

QTY.	ITEM	UNIT PRICE	PRICE
75	SHAKO	\$64.00	\$4,800.00
75	PLUME	\$37.00	\$2,775.00
75	COAT	\$275.00	\$20,625.00
75	JUMPSUIT	\$118.00	\$8,850.00
75	HAT BOX	\$15.00	\$1,125.00
75	GARMENT BAG	\$15.00	\$1,125.00
<b>TOTAL</b>		<b>\$524.00</b>	<b>\$39,300.00</b>

Thank you,

Mike Pearson  
Stanbury Uniforms

**Choose from  
200-denier nylon  
or 400-denier.**

- Unlined**
- Lightweight-Lined**
- Thinsulate-Lined**

**Add...**

- Fashion Hood**
- Second Hood**
- Imprinting**

*Uniforms are  
expensive.*

*Protect your  
investment!*



# *Raincoats*



July 29th, 2024

**Saucon Valley School District**  
**2097 Polk Valley Road**  
**Hellertown, PA 18055**  
Attention: Dave Bonenberger

**Electronic Message Center Monuments - quote #12487-CS**

*This is for budgetary information only as we await a detailed response from Zoning*

**Scope:**

- Replace the existing changeable letter cabinet sign with a new Electronic Message Center (EMC) and lightbox top in the monument entering the campus on Panther Way.
- Install a new EMC at the intersection of Polk Valley Rd, Service Rd, and Campus Dr.
- Train SVSD staff on management software and assist with creating users and initial content for the EMCs.

**Recommended EMCs:**

One Watchfire 8mm - 9'w x 4'h video display.

One Watchfire 8mm - 8'w x 3'h video display.

Includes life of sign data connection, management software, and local user support.

EMCs are warranted for five years of parts and labor coverage.

EMCs include guaranteed parts availability for ten years from the date of purchase.

**Projected Cost - \$95,915.00**

- Pricing is based on Pennsylvania Prevailing Wage requirements.
- Order will be initiated with receipt of the signed contract, Purchase Order, and deposit.
- Production time is 6-8 weeks from notice of zoning approval.
- Terms are 20% deposit - balance due 15 days after installation.

**Pricing includes:**

- Design of the new monuments and lit cabinets, including graphics and mechanical drawings required for zoning.
- One set of sealed engineering drawings to submit to zoning.
- Submission of permit applications - the actual cost of the permits will be added to the total once known.
- Removal and disposal of existing fixtures in the brick monument.
- Coordination with and the costs for Shafnisky Electric to handle all electrical requirements for power to the EMCs and lit cabinet. This includes trenching, cold-patch asphalt repair, and initial reseeding of grass. Fastsigns of Easton will patch the curb.
- Custom brightness and dimming settings per Lower Saucon Township's unique requirements for EMC signs. If outside testing/certification is required additional costs will be added as appropriate.
- Lightbox Power Supplies and LEDs are warranted for five years - parts and labor.

FASTSIGNS of Easton - COSTARS #525046 certified for signage, digital signage, and scoreboards under contract #032-E22-051.

Thank you for considering FASTSIGNS of Easton for your project!

3769 Nicholas Street - Easton - PA - 18045  
610-829-7123

## CONTRACT FOR IN-SCHOOL AND FIELD TRIP NURSING SERVICES

This AGREEMENT is made and entered into this 20th day of August 2024, by **BAYADA Home Health Care, Inc.**, with a service office located at 881 Marcon Boulevard, Suite 100, Allentown, Pennsylvania 18109 (hereinafter referred to as **BAYADA**) and **Saucon Valley School District**, located at 2097 Polk Valley Road, Hellertown, Pennsylvania 18055 (hereinafter referred to as **SCHOOL**).

**BAYADA** is a Home Care Agency, licensed to provide services in the states where care is rendered, and **SCHOOL** has identified a need for a nurse to provide basic nursing care to its students.

WHEREAS it is the desire of both parties to make provision for nursing services, to include any setting where student is receiving educational services, in accordance with the terms of this Agreement.

THEREFORE, in consideration for the mutual covenants expressed herein, **BAYADA** and **SCHOOL** agree to the terms and conditions outlined herein:

### I. RESPONSIBILITIES OF BAYADA

- A. Qualifications of Personnel. The Nurse supplied by **BAYADA** shall be a Registered Nurse (RN) or Licensed Practical Nurse (LPN) who shall hold a current license, registration or certification as requested by the **SCHOOL** district and shall provide services pursuant to the applicable state laws.
- B. Personnel Records Inspection. **BAYADA** shall make available for inspection, upon the request of **SCHOOL**, the personnel files of its nurse who is providing onsite services. The contents of such file will include:
1. Verification of current licensure or certification as applicable; and
  2. Completed application for employment or resume; and
  3. Verified references; and
  4. Evidence of annual performance evaluation; and
  5. A criminal record check, conducted upon hire, if required by state law; and
  6. Evidence of at least one, annual in-service education or training in accordance with applicable state regulations.
  7. Completed and Verified Sexual Misconduct/Child Abuse Disclosure forms.
  8. Attestation of employee or vaccination or exemption status where applicable.
  9. "Bayada agrees that it has performed background checks sufficient to satisfy the requirements of the Pennsylvania School Code and the Pennsylvania Child Protective Services Law."
- C. Service. **BAYADA** shall provide an RN/LPN to **SCHOOL** per **SCHOOL's** request. The RN/LPN will provide basic nursing services to **SCHOOL's** students currently attending schools located within **SCHOOL's** district or while attending Field Trips. **SCHOOL** acknowledges and understands that **BAYADA** cannot guarantee services. All services will be provided subject to the availability of a qualified nurse. Upon execution of this

Agreement, **SCHOOL** will provide **BAYADA** with a schedule of the **SCHOOL** calendar including all scheduled days off.

D. Place of Performance. **BAYADA** will provide services primarily at schools located within the **SCHOOL's** district, to include any setting where student is receiving educational services or attending Field Trips, in accordance with the terms of this Agreement. **SCHOOL** acknowledges and understands that **BAYADA** cannot guarantee services. All services will be provided subject to the availability of a qualified nurse.

E. Insurance.

1. **BAYADA** shall maintain general liability and professional liability coverage for any negligent acts or omissions of **BAYADA** employees which may give rise to liability under this Agreement.
2. **BAYADA** shall maintain, at its sole expense, Workers' Compensation insurance for its employees.

F Indemnification. **BAYADA** agrees to indemnify and hold **SCHOOL** harmless with respect to all claims and expenses arising out of, or resulting from, the sole negligence or omission of **BAYADA** or its employees or agents while on assignment to **SCHOOL**.

G Equipment and Supplies. **BAYADA** will supply **BAYADA** employee with all Personal Protective Equipment (PPE).

H Payment of Personnel. **BAYADA**, as an employer, shall remain responsible for the payment of wages and other compensation, reimbursement of expenses and compliance with Federal, State and local tax withholdings, Workers' Compensation, Social Security, employment and other insurance requirements for its personnel.

## II. RESPONSIBILITIES OF SCHOOL

A. Payment for Services. **SCHOOL** will remain responsible to compensate **BAYADA** for services rendered pursuant to this Agreement. Section III hereunder shall govern billing terms and compensation.

B. Insurance.

1. **SCHOOL** shall maintain at its sole expense valid policies of general liability insurance, covering the negligent acts or omissions of **SCHOOL** acting through its directors, agents, employees or other personnel which may give rise to liability under this Agreement.
2. **SCHOOL** shall maintain, at its sole expense, Workers' Compensation insurance for its employees.

C. Indemnification. **SCHOOL** agrees to indemnify, defend, and hold **BAYADA** harmless with respect to any and all claims and expenses arising from, relating to, or resulting from (1) any act or omission of **SCHOOL** or its employees or agents in connection with the performance of this Agreement, (2) those acts of **BAYADA** employees while working under the direction of **SCHOOL**, its staff or its policies or procedures. "No indemnification agreed to between the parties shall expose the District to greater liability than what it would be exposed to under the Pennsylvania Political Subdivision Tort Claims Act if the District were along liable."

- D. Equipment and Supplies. **SCHOOL** will supply **BAYADA**'s RN/LPN with all necessary equipment, tools, materials and supplies necessary to perform services under this Agreement.
- E. Employment Status. **SCHOOL** understands and agrees that the RN/LPN is an employee of **BAYADA**, and **SCHOOL** will not attempt to solicit the RN/LPN to work privately for **SCHOOL**, without written authorization from **BAYADA**, during the term of this Agreement and for one (1) year following its termination or expiration. **SCHOOL** recognizes the recruiting, training and retention expenses that **BAYADA** encounters as an employer and acknowledges that **BAYADA** is not a placement or referral service. Should **SCHOOL** desire to hire one of **BAYADA**'s employees, **SCHOOL** agrees to provide **BAYADA** with written notice and pay a liquidated damages fee equal to four (4) months of the specific employee's annual gross salary or \$10,000.00 whichever is greater. This fee shall apply to any **BAYADA** employee **SCHOOL** wishes to hire.
- F. Compliance Program. **BAYADA** values honesty and confidentiality in all business interactions. **SCHOOL** agrees to report questionable activities involving **BAYADA**'s employees to the local office Director named below or to the Compliance Hotline at 1-866-665-4295.
- G. Orientation, Training and Supervision. **SCHOOL** will provide all necessary training prior to a nurse working independently. This includes but is not limited to:
1. Orientation to the school setting- nurses station; emergency equipment, administrative office and school geography.
  2. Training to documentation requirements including forms and filing of forms.
  3. Orientation to the general care and emergency protocols orders
  4. Orientation to all relevant associated procedures.
  5. Back up supervision or resource will be available for any questions or concern.

### III. BILLING AND COMPENSATION

- A. **SCHOOL** agrees to compensate **BAYADA** at a rate of \$65.00/hour for RN/LPN services for in **SCHOOL** service or Field Trips, provided under this Agreement. **SCHOOL** must provide **BAYADA** with a twenty-four (24) hour cancellation notice or will be subject to charges for services requested.
- B. **BAYADA** shall forward to **SCHOOL** an itemized bill on a weekly basis.
- C. **SCHOOL** agrees to pay submitted bills within sixty (60) days of receipt. Any bill not paid within the sixty (60) day period will be considered delinquent. **BAYADA** reserves the right to pursue any collection remedies to resolve a delinquent account. **SCHOOL** agrees to reimburse **BAYADA** for all collection costs, including attorneys' fees and expenses.

### IV. TERM AND TERMINATION

- A. This Agreement will come into effect beginning on **August 20, 2024** and will remain in effect through **June 30, 2025**. This Agreement may be extended upon the written consent of each party outlining the terms and time for extension.
- B. Either party may terminate this Agreement, for any reason, upon thirty (30) days prior written notice. If less than a thirty (30) day advance notice of cancellation is given, a service charge of fourteen (14) days will be incurred.
- C. Either party may terminate this Agreement for cause due to the occurrence of one of the following events by giving ten (10) days prior written notice:

1. Dissolution or bankruptcy of either **BAYADA** or **SCHOOL**.
2. Failure of either **BAYADA** or **SCHOOL** to maintain the insurance coverages required hereunder.
3. Breach by **BAYADA** or **SCHOOL** of any of the material provisions in this Agreement.

**V. ADDITIONAL TERMS**

- A. Governing Law. This Agreement will be construed and governed in all respects according to the laws of the State of Pennsylvania.
- B. Relationship to Parties. The parties enter into this Agreement as independent contractors. Nothing contained in this Agreement will be construed to create a partnership, joint venture, agency or employment relationship between the parties.
- C. Assignment. This Agreement may not be assigned by either party, in whole or in part.
- D. Modification of Terms. No amendments or modifications to the terms of this Agreement will be binding unless evidenced in writing and signed by an authorized representative of each party hereto.
- E. Notices. Any Notice given in connection with this Agreement will be given in writing to the other party, at the party's address listed above. Any party may change its address as stated herein by giving Notice of the change of address in accordance with this Paragraph.
- F. Confidentiality. Except for acknowledging the existence of this Agreement, the parties understand and agree that the terms of this Agreement, including all payment terms, shall be kept confidential unless disclosure is required by law or the parties agree, in writing, to such disclosure. All methods and mode of conduct of business for **SCHOOL** and **BAYADA** are to be kept confidential by **SCHOOL** and **BAYADA** and not disclosed to any other party or used in part or whole without the permission of **SCHOOL** and/or **BAYADA**.
- G. Entire Agreement. This writing evidences the entire Agreement between **BAYADA** and **SCHOOL**; there are no prior written or oral promises or representations incorporated herein. Each Attachment, Fee Schedule, Exhibit or other documents referenced herein and/or attached to this Agreement are incorporated herein as if the same was set out in full in the text of this Agreement. This Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Delivery of an executed signature page of this Agreement by facsimile or electronic (email) transmission shall be effective as delivery of a manually executed counterpart hereof.

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

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

\_\_\_\_\_  
 Brett Berghardt  
 Director  
*Signing with authority for*  
**BAYADA Home Health Care, Inc.**

\_\_\_\_\_  
*Signing with authority for*  
**Saucon Valley School District**