

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807
Tuesday, September 9, 2025, 7:00 P.M.

AGENDA

- I. Call to Order – Daniel S. Chubb, President
- II. Pledge of Allegiance – Jennifer Goldhahn, Secretary
- III. Roll Call – Jennifer Goldhahn, Secretary
- IV. Reception of Visitors – Jennifer Goldhahn, Secretary
- V. Hearing of Scheduled Delegations or Individuals
- VI. Public Comment
- VII. Discussion
- VIII. Approval of Minutes
 - A. August 12, 2025 – Regular Meeting (pages 1-6)
- IX. Financial Reports
 - A. Bills Payable
 - 1. General Fund - (pages 7-12)
 - 2. Cafeteria Fund - (page 13)
 - 3. Capital Reserve Fund - (page 14)
 - B. General Fund - (pages 15-25)
 - C. Cafeteria Fund - (pages 26-27)
 - D. Capital Reserve Fund - (page 28)
 - E. Scholarship Fund - (page 29)
- X. Correspondence
 - A. Bernadette Crouse (page 30)
 - B. Heaven Rivera (page 31)
- XI. Reports and Related Action (pages 32-40)
 - A. Solicitor's Report
 - B. Superintendent's Report
 - C. Assistant Superintendent's Report
 - D. Presentation –*New Teacher Introductions* presented by Dr. Shannon Myers
- XII. Old Business

XIII. New Business

A. Personnel - The Administration is requesting the following actions:

1. Please approve the following resignations:
 - a. From Bernadette Crouse, High School Food Services, effective August 26, 2025. (see page 30)
 - b. From Heaven Rivera, Elementary School Building 2 Secretary, effective August 24, 2025. (see page 31)
2. The Administration is requesting approval of the following revised contracts for the 2025-2026 school year:
 - a. Olivia Dyksterhouse, a High School Math teacher, from 113 days to 127.76 days.
 - b. Phillip Plank, a Middle School Physical Education teacher, from 99.67 days to 106 days.
3. The Administration is requesting approval for the following to be employed as support staff:
 - a. Amanda Moore, 85 Miller Road, New Oxford, PA, in the capacity of an Elementary and Middle School ESL Aide, replacing Hope Jones who resigned. Mrs. Moore will work 176 days at six and a half (6.5) hours per day at an hourly rate of \$15.00, effective September 10, 2025. Employment is pending all necessary clearances and employment background checks.
 - b. Terry Shaw, 1324 N Browns Dam Drive, New Oxford, PA, in the capacity of an Elementary School Food Service employee, replacing Amanda Liller who transferred. Mr. Shaw will work 174 days at three (3) hours per day at an hourly rate of \$15.10, effective September 10, 2025. Employment is pending all necessary clearances and employment background checks.
4. The Administration is requesting approval to rescind the extracurricular contract from Jason Eckenrode, Jr. High Assistant Girls' Volleyball Coach.
5. The Administration is requesting approval for the following extracurricular contracts:
 - a. Sheila Foster, E-Sports Advisor - \$1,400.00
 - b. Trisha Rapp, FCS/Health/PE Content Lead - \$1,000.00
 - c. Megan Walck, Middle School Musical Assistant Director - \$1,175.00

6. The Administration is requesting approval for the following to be employed as District Athletic Game Help for the 2025-2026 school year.
 - a. Jason Eckenrode
 - b. Cassandra Ramos-Estrada
 - c. Craig West
7. The Administration is requesting approval for the following to be volunteer coaches for the 2025-2026 school year:
 - a. Nicole Cookerly, Assistant Basketball Coach
 - b. Rich Feeser, Assistant Soccer Coach
 - c. Seth Smith, Robotics
 - d. Cameron Sanders, Assistant Soccer Coach

B. Bus & Van Driver Approval

The Administration is requesting approval for Stacy Starner and Alyssa Waddell to be employed by E & B Transportation for the 2025-2026 school year.

C. Sunday Activity Approval

The Administration is requesting approval to enter/register our girls' wrestling team in Sunday tournaments if needed, to create competition opportunities for the 2025-2026 school year.

D. High School Activity Account

The High School Administration is requesting approval for a BSHS News Account to be established within the High School Student Activity Fund.

E. Memorandum of Understanding

The Administration is requesting approval of the Memorandum of Understanding between the District and Big Brothers Big Sisters of South-Central PA to initiate evidence based 1:1 mentoring relationships within the District for the 2025-2026 school year. A copy of the memorandum is attached to pages 41-42.

F. First Read: New and Revised Board Policies

The Policy Committee is requesting the Board to adopt, as a first read, the following set of new and revised board policies. Copies of these policies are attached to pages 43-76.

1. Policy No. 000 – Board Policy/Procedure/Administrative Regulations
2. Policy No. 001 – Name and Classification
3. Policy No. 002 – Authority and Powers
4. Policy No. 003 – Functions
5. Policy No. 004 – Membership
6. Policy No. 005 – Organization
7. Policy No. 006 – Meetings
8. Policy No. 006.1 – (NEW) Attendance at Meetings Via Electronic Communications
9. Policy No. 007 – Policy Manual Access
10. Policy No. 011 – Principles for Governance and Leadership

G. Retired Board Policy

The Policy Committee is requesting the Board to retire Policy No. 008 – Organization Chart. The policy is attached to page 77.

XIV. Other Business

XV. Adjournment

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

The regular meeting of the Bermudian Springs School Board was called to order at 7:00 p.m. on Tuesday, August 12, 2025, in the Middle School Learning Commons A Room and via remote connection. President Daniel S. Chubb presided.

The Pledge of Allegiance was recited.

ROLL CALL -

Members Present:	Dianna L. Canapp, Daniel S. Chubb, Brian A. Davis, Ruth E. Griffie, Chad M. Mowery, and Matthew P. Nelson
Members Absent:	Jennifer Goldhahn, Mary Kemper, and Neil Tate
Administration:	Dr. Brad Sterner, Dr. Shannon Myers, Justin Peart and Ty Peele
Others:	Brooke Say, Solicitor
Visitors:	None

HEARING OF SCHEDULED DELICATES OR INDIVIDUALS – None

PUBLIC COMMENT – None

APPROVAL OF MINUTES –

Upon the motion of Matthew Nelson seconded by Ruth Griffie, the Board approved the following minutes:

1. Minutes of the Regular Meeting on June 17, 2025

Roll call vote: All members present voted Yea. Motion carried.

FINANCIAL REPORTS –

General Fund bills in the amount of \$3,734,449.80 (copies attached) were approved for payment following a motion by Matthew Nelson, seconded by Chad Mowery. Roll call vote: All members present voted Yea. Motion carried.

Cafeteria Fund bills in the amount of \$45,182.39 (copies attached) were approved for payment following a motion by Matthew Nelson, seconded by Chad Mowery. Roll call vote: All members present voted Yea. Motion carried.

The General Fund Report (copy attached) was approved on a Matthew Nelson, Chad Mowery motion. Roll call vote: All members present voted Yea. Motion carried.

The Cafeteria Fund Report (copy attached) was approved on a Matthew Nelson, Chad Mowery motion. Roll call vote: All members present voted Yea. Motion carried.

The Capital Reserve Fund Report (copy attached) was approved on a Matthew Nelson, Chad Mowery motion. Roll call vote: All members present voted Yea. Motion carried.

The Scholarship Funds Report (copy attached) was approved on a Matthew Nelson, Chad Mowery motion. Roll call vote: All members present voted Yea. Motion carried.

The Activity Funds Report (copy attached) was approved on a Matthew Nelson, Chad Mowery motion. Roll call vote: All members present voted Yea. Motion carried.

REPORTS AND RELATED ACTION – No action was taken by the Board.

OLD BUSINESS – None

NEW BUSINESS –

Personnel

The Board, on a Ruth Griffie, Dianna Canapp motion, approved the following resignations:

1. From Hope Jones, Elementary School/Middle School ESL Aide, effective July 31, 2025.
2. From Linda Kotula, Middle School Food Service employee, due to her retirement, effective August 7, 2025.
3. From Sarah Redding, Middle School Family Consumer Science Teacher, effective for the 2025-2026 school year.

Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Matthew Nelson, Brian Davis motion, approved the following staff to be granted a professional contract based on the completion of six semesters of satisfactory service:

1. Samuel Baum
2. JoAnne Grosskopf
3. Autumn Shuchart

Roll call vote: All members present voted Yea. Motion carried.

The Board, on Matthew Nelson, Chad Mowery motion, approved the employment of the following support staff employees:

1. Transfer Gianna De Lotto from a Substitute Support employee to a High School Food Service employee, resuming position she previously resigned. Ms. De Lotto will work 174 days at three (3) hours per day at an hourly rate of \$15.00, effective August 19, 2025.
2. Mary Freysinger, 533 Baltimore Pike, Mount Holly Springs, PA, in the capacity of an Elementary School Media Center Aide, replacing Kristen Teague who resigned. Mrs. Freysinger will work 190 days at six and a half (6.5) hours per day at an hourly rate of \$15.00, effective August 19, 2025. Employment is pending receipt of all necessary clearances and employment background checks.
3. Transfer Amanda Liller from an Elementary School Food Service employee to a Middle School Food Service employee, replacing Linda Kotula who retired. Ms. Liller will work 174 days at five and three quarters (5.75) hours per day at an hourly rate of \$15.38, effective August 19, 2025.
4. Melissa Mummert, 7033 Carlisle Pike, York Springs, PA, in the capacity of a High School Food Services employee, replacing Tammy Guevara, who resigned. Mrs. Mummert will work 174 days at four (4) hours per day at an hourly rate of \$15.00, effective August 19, 2025. Employment is pending receipt of all necessary clearances and employment background checks.
5. Transfer Kendra Redding from a Substitute Support Staff employee to a Middle School Reading Aide, replacing Christine Myers who retired. Mrs. Redding will work 190 days at seven (7) hours per day at an hourly rate of \$15.00, effective August 19, 2025.
6. Heaven Rivera, 29 Waylon Way, Hanover, PA, in the capacity of an Elementary School Building 2 Secretary, replacing Tamela Laughman who retired. Miss Rivera will work 261 days at seven and a half (7.5) hours per day at an hourly rate of \$17.20, effective August 13, 2025. Employment is pending receipt of all necessary clearances and employment background checks.

Roll call vote: All members present voted Yea. Motion carried. ‘

The Board, on a Ruth Griffie, Dianna Canapp motion, approved the lists of Substitute Nurses and Substitute Support Staff employees for the 2025-2026 school year. The lists of substitutes are attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Chad Mowery, Matthew Nelson motion, approved for Katherine McMaster to be employed in the capacity of a Teacher Mentor for Lena Freysinger-Polliard for the 2025-2026 school year at a stipend of \$400.00. Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Ruth Griffie, Brian Davis motion, approved for the following list to be employed in the capacity of Teachers for Eagles Academy for the 2025-2026 school year. The list is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Brian Davis, Dianna Canapp motion, approved to rescind the extracurricular contracts from the following employees:

1. Emma Patton, Jr. High Boys' Soccer Coach
2. Rene Quintanilla, Head Girls' Soccer Coach

Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Brian Davis, Matthew Nelson motion, approved the following extracurricular contracts for the 2025-2026 school year:

- | | |
|---|--------------|
| 1. Alyssa Black, Varsity Assistant Field Hockey Coach | - \$2,900.00 |
| 2. Olvin Herrera-Ortiz, Head Varsity Girls' Soccer Coach | - \$4,025.00 |
| 3. Nicholas Kennedy, Fall Games Manager | - \$2,600.00 |
| 4. Jessica Melhorn, Art/Music/Foreign Language Content Lead | - \$1,000.00 |
| 5. Jessica Smith, Social Studies Content Lead K-6 | - \$1,000.00 |
| 6. Stefanie Yost, Varsity Assistant Girls' Tennis Coach | - \$2,900.00 |

Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Chad Mowery, Matthew Nelson motion, approved for the following list to be employed as District Athletic Game Help for the 2025-2026 school year. The list is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

The Board, on a Dianna Canapp, Matthew Nelson motion, approved the list of Volunteer Coaches for the 2025-2026 school year. The list is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

Cafeteria Fund Budget

The Board, on a Ruth Griffie, Chad Mowery motion, approved the Cafeteria Budget for the 2025-2026 school year. A copy of the budget is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

Capital Reserve Budget

The Board, on a Brian Davis, Chad Mowery motion, approved the Capital Reserve Budget for the 2025-2026 school year. A copy of the budget is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

Bus & Van Driver Approval

The Board, on a Brian Davis, Dianna Canapp motion, approved the following bus and van drivers employed by E & B Transportation, and School Express, Inc. for the 2025-2026 school year. A list of drivers is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

2025-2026 School Bus Routes

The Board, on a Chad Mowery, Matthew Nelson motion, approved the following school bus routes for the high school, middle school, and elementary school for the 2025-2026 school year. Copies of the bus routes are attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

Non-Public Transportation Contracts

The Board on a Chad Mowery, Matthew Nelson motion, approved approve the Following non-public transportation contracts for the 2025-2026 school year to be paid \$.70 per mile as set by the IRS:

1. A contract with Latice Anderson-Powell, to transport one child to Vida Charter School, Gettysburg, PA. Mrs. Anderson-Powell will be paid for 26.0 miles per day. This contract is from August 18 through the end of the 2025-2026 school year.
2. A contract with Gail Elwood, to transport one child to Carlisle Christian Academy, Carlisle, PA. Mrs. Elwood will be paid for 36.0 miles per day. This contract is from August 18 through the end of the 2025-2026 school year.
3. A contract with Danielle Fulmer, to transport one child to the Carlisle Christian Academy, Carlisle, PA. Mrs. Fulmer will be paid for 24.0 miles per day. This contract is from August 18 through the end of the 2025-2026 school year.
4. A contract with Erin Kirkpatrick, to transport two children to St. Patrick Catholic School, Carlisle, PA. Mrs. Kirkpatrick will be paid 29.0 miles per day. This contract is from August 18 through the end of the 2025-2026 school year.
5. A contract with Christina Yost, to transport one child to Carlisle Christian Academy, Carlisle, PA. Mrs. Yost will be paid 24.0 miles per day. This contract is from August 18 through the end of the 2025-2026 school year.

Roll call vote: All members present voted Yea. Motion carried.

ELA Curriculum Framework

The Board, on a Matthew Nelson, Chad Mowery motion, approved the adoption of the ELA Curriculum Framework. A copy is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

Science Curriculum Framework

The Board, on a Matthew Nelson, Chad Mowery motion, approved the adoption of the Science Curriculum Framework. A copy is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

ProCare Therapy Services Agreement

The Board, on a Ruth Griffie, Dianna Canapp motion, approved to enter into an agreement with ProCare Therapy Services to provide part-time Speech Language services to our Middle School and High School students on an as-needed basis for the 2025-2026 school year. A copy of this agreement and fee sheet is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

License Agreement

The Board, on a Brian Davis, Matthew Nelson motion, approved the License Agreement between the District and Adams County Head Start regarding the use of the District's Elementary School Building throughout the 2025-2026 school year. A copy of the agreement is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

4921

New Story Schools Agreement

The Board, on a Chad Mowery, Dianna Canapp motion, approved to enter into an agreement with New Story Schools for the 2025-2026 school year. The agreement would allow the District to utilize various educational services based on a fee schedule. A copy of the agreement is attached to these minutes. Roll call vote: All members present voted Yea. Motion carried.

OTHER BUSINESS – None

ADJOURNMENT – The Board meeting was adjourned at 7:30 p.m. by the President.

Secretary

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024433	08/13/2025	AMAZON CAPITAL SERVICES	7TH GRADE CLASSROOM SUPPLIES	STEAM CLASSROOM SUPPLIES	17,094.21
0000024434	08/14/2025	MEMBERS 1ST FCU	CREDIT CARD CHARGES		12,702.46
0000024439	08/15/2025	BONEYARD BARBEQUE	OPENING DAY LUNCH		2,711.25
0000024440	08/15/2025	BRIGHTSPEED	25/26 MONTHLY LOCAL TELEPHONE SERVICE		350.68
0000024441	08/15/2025	DIRECT ENERGY BUSINESS	25/26 MONTHLY ELECTRIC GENERATION		21,893.09
0000024442	08/15/2025	MET-ED	25/26 MONTHLY ELECTRIC SERVICE		6,019.21
0000024443	08/22/2025	3PI TECH SOLUTIONS INC	Kline		533.88
0000024444	08/22/2025	A.P.R. SUPPLY COMPANY	SUPPLIES		83.00
0000024445	08/22/2025	ADA SPORTS AND RACKETS LLC	Oswald		159.00
0000024446	08/22/2025	ADAMS COUNTY AUTO SUPPLY INC.	SUPPLIES		42.90
0000024447	08/22/2025	ALL AMERICAN ATHLETICS	SERVICE		12,500.00
0000024448	08/22/2025	AMANDA WOLFE	TRAVEL		191.73
0000024449	08/22/2025	AMERICHEM INTERNATIONAL	SUPPLIES		5,298.82
0000024450	08/22/2025	ANDREA DOWELL	CLASSROOM SUPPLIES/ELEM		20.13
0000024451	08/22/2025	ASCD	MEMBERSHIP		306.34
0000024452	08/22/2025	BARTELL & BARTELL	WORKSHOP		350.00
0000024453	08/22/2025	BELMONT BEHAVIORAL HOSPITAL	SERVICE		300.00
0000024454	08/22/2025	BERKS COUNTY INTERMEDIATE UNIT	SERVICE		340.00
0000024455	08/22/2025	BLICK ART MATERIALS	CLASSROOM SUPPLIES	Menser	3,078.17
0000024456	08/22/2025	BREAKOUT INC	CLASSROOM SUBSCRIPTION		99.00
0000024457	08/22/2025	BRIGHTSPEED	25/26 MONTHLY LOCAL TELEPHONE SERVICE		1,316.33

* - 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 - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024458	08/22/2025	BROOKE SHAFFER	TRAVEL		418.88
0000024459	08/22/2025	BSN SPORTS LLC	BOYS BASKETBALL SUPPLIES		1,009.66
0000024460	08/22/2025	BYRDSEED LLC	CLASSROOM SUBSCRIPTION		149.00
0000024461	08/22/2025	CAPITAL AREA INTERMEDIATE UNIT	SERVICE		3,925.94
0000024462	08/22/2025	CAPITAL ELECTRIC	SUPPLIES		886.68
0000024463	08/22/2025	CAPITAL ONE	Jewart/Peichowicz Biology	S Miller	615.80
0000024464	08/22/2025	CAROLINA BIOLOGICAL SUPPLY COMPANY	S Miller		339.28
0000024465	08/22/2025	CASHMAN'S ACE HARDWARE	SUPPLIES		140.68
0000024466	08/22/2025	CCIU SPECIAL EVENTS	SERVICE		1,437.39
0000024467	08/22/2025	CDW GOVERNMENT INC.	EQUIPMENT - REPLACEMENT DIST		7,149.50
0000024468	08/22/2025	CENTRAL SUSQUEHANNA INTERMEDIATE UNIT	PURCH PROFESS/TECH SERVICES DI		25,099.93
0000024469	08/22/2025	COLOR WHEEL	Ahrens / Office		2,125.00
0000024470	08/22/2025	CSSI	CLASSROOM SUPPLIES		1,124.70
0000024471	08/22/2025	CUSTOM INK LLC	PBIS/OFFICE SUPPLIES		2,050.00
0000024472	08/22/2025	CUTTERPROS	Kline		599.35
0000024473	08/22/2025	DEMCO INC.	MEDIA CENTER SUPPLIES		95.46
0000024474	08/22/2025	DR RAY W CHRISTNER LLC	SERVICE		250.00
0000024475	08/22/2025	EASTERN ALLIANCE INSURANCE GROUP	SERVICE		1,623.00
0000024476	08/22/2025	EBSCO INFORMATION SERVICES	Wood		2,995.00
0000024477	08/22/2025	EDUPLANET21	CONTRACT		12,825.00
0000024478	08/22/2025	EPLUS TECHNOLOGY INC	QUOTE		46,837.07

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FUND ACCOUNTING PAYMENT SUMMARY

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024479	08/22/2025	FIRST BOOK	CLASSROOM SUPPLIES		147.70
0000024480	08/22/2025	GETTYSBURG MONTESSORI CHARTER SCHOOL	CYBER CHARTER		18,586.42
0000024481	08/22/2025	GLOWFORGE INC	CLASSROOM SUBSCRIPTION		239.00
0000024482	08/22/2025	GOPHER	Oswald		579.18
0000024483	08/22/2025	GOVCONNECTION INC.	BOOKS AND PERIODICALS DISTRICT		3,976.00
0000024484	08/22/2025	GRAINGER	SUPPLIES		499.40
0000024485	08/22/2025	GRANDJEAN & BRAVERMAN INC.	ANNUAL MAINTENANCE FEE (TAX COLLECTION PROG)		400.00
0000024486	08/22/2025	GUERNSEY	EQUIP ORIG & ADD'NL DISTRICT		27,282.98
0000024487	08/22/2025	HILLYARD/MID-ATLANTIC	SUPPLIES		4,123.17
0000024488	08/22/2025	INFOBASE	SERVICE		2,916.48
0000024489	08/22/2025	KATIE M NELSON	TRAVEL		133.90
0000024490	08/22/2025	KIMBERLY J FRIEDMAN	GENERAL SUPPLIES DISTRICT		21.98
0000024491	08/22/2025	KURTZ BROS.	CLASSROOM SUPPLIES		4,565.41
0000024492	08/22/2025	LANCASTER-LEBANON IU 13	OTHER PROFESSIONAL SERVICES		16,470.70
0000024493	08/22/2025	LEHMAN'S FEED AND HOME CENTER	SUPPLIES		24.79
0000024494	08/22/2025	LINCOLN INTERMEDIATE UNIT	SERVICE		165.00
0000024495	08/22/2025	M&M HEATING & COOLING LLC	SERVICE		25,485.00
0000024496	08/22/2025	MAIDEN USA LLC	INSPECTION		4,000.00
0000024497	08/22/2025	MARCO	CONTRACT		6,416.91
0000024498	08/22/2025	MARCO TECHNOLOGIES LLC	SERVICE	SUPPLIES	786.84
0000024499	08/22/2025	MENCHEY MUSIC SERVICE	CLASSROOM SUPPLIES	Walck-Band	2,187.43
0000024500	08/22/2025	MERAKEY	SERVICE		22,972.25

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024501	08/22/2025	MICHAEL BROOKS	TRAVEL DISTRICT		93.33
0000024502	08/22/2025	NATIONAL ART & SCHOOL SUPPLIES	CLASSROOM SUPPLIES		5,960.81
0000024503	08/22/2025	NAVIGATE360, LLC	BUILDING SUBSCRIPTION		2,432.50
0000024504	08/22/2025	O'SHEA LUMBER COMPANY	CLASSROOM SUPPLIES		8,419.00
0000024505	08/22/2025	PA CYBER CHARTER SCHOOL	RECON		20,996.46
0000024506	08/22/2025	PA DISTANCE LEARNING CHARTER SCHOOL	CYBER CHARTER		2,323.31
0000024507	08/22/2025	PA LEADERSHIP CHARTER SCHOOL	RECON		4.64
0000024508	08/22/2025	PA VIRTUAL CHARTER SCHOOL	RECON	CYBER CHARTER	3,954.26
0000024509	08/22/2025	PASBO	REGISTRATION		200.00
0000024510	08/22/2025	PASCO SCIENTIFIC	S Miller		570.00
0000024511	08/22/2025	PITNEY BOWES BANK INC	GENERAL SUPPLIES DISTRICT		1,500.00
0000024512	08/22/2025	PLANK ROAD PUBLISHING INC	CLASSROOM SUBSCRIPTION		155.45
0000024513	08/22/2025	PRINT-O-STAT INC.	SUPPLIES		1,649.07
0000024514	08/22/2025	PROASYS	SERVICE		557.50
0000024515	08/22/2025	PYRAMID SCHOOL PRODUCTS	CLASSROOM SUPPLIES		2,607.83
0000024516	08/22/2025	QUILL CORPORATION	CLASSROOM SUPPLIES		912.48
0000024517	08/22/2025	RANGE END GOLF CLUB	GOLF TEAM FEES		2,400.00
0000024518	08/22/2025	REACH CYBER CHARTER SCHOOL	RECON		16.58
0000024519	08/22/2025	RIDDELL/ALL AMERICAN SPORTS CORP.	FOOTBALL SUPPLIES		822.30
0000024520	08/22/2025	RIVER ROCK ACADEMY LLC	TUITION - PRIVATE SCHOOLS	SERVICE	12,987.00
0000024521	08/22/2025	ROLLER PRINTING CO. INC.	ADVANCE TICKET SALES PACKS		146.25

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024522	08/22/2025	SALISBURY TOWNSHIP SCHOOL DIST	SERVICE		8,119.92
0000024523	08/22/2025	SAXTON & STUMP LLC	25/26 SOLICITOR SERVICES RENDERED		16,562.00
0000024524	08/22/2025	SCHOLASTIC INC	Wood		329.67
0000024525	08/22/2025	SCHOOL HEALTH CORPORATION	ATHLETIC TRAINING SUPPLIES	DeRiggs	217.70
0000024526	08/22/2025	SCHOOL HEALTH CORPORATION	CLASSROOM SUPPLIES		214.77
0000024527	08/22/2025	SCHOOL NURSE SUPPLY	DeRiggs		103.20
0000024528	08/22/2025	SCHOOL SPECIALTY LLC	CLASSROOM SUPPLIES-LIU BID/NO BID ITEMS		430.08
0000024529	08/22/2025	SHANNON MYERS	GENERAL SUPPLIES DISTRICT		209.12
0000024530	08/22/2025	SMARTPASS INC	office - McMillian		3,871.15
0000024531	08/22/2025	SUPERIOR CHEER	CHEERLEADING SUPPLIES		885.30
0000024532	08/22/2025	SWEETWATER	Walck-Band		1,880.16
0000024533	08/22/2025	TELESYSTEM	PHONE SYSTEM		406.67
0000024534	08/22/2025	TERSCH PRODUCTS INC.	Wood		417.28
0000024535	08/22/2025	THE ART STORE INC.	CLASSROOM SUPPLIES		5,351.97
0000024536	08/22/2025	THERABILITIES INC	SERVICE		15,532.00
0000024537	08/22/2025	TYPING.COM	Young		329.70
0000024538	08/22/2025	ULINE	CLASSROOM SUPPLIES		83.78
0000024539	08/22/2025	UNIFIED DOOR AND HARDWARE GROUP LLC	SAFE SCHOOLS GRANT EQUIPMENT KEYS		7,910.00
0000024540	08/22/2025	UPPER ADAMS SCHOOL DISTRICT	WORKSHOP		100.00
0000024541	08/22/2025	UPS	FEES		28.07
0000024542	08/22/2025	USA BLUE BOOK	WTR SYS PUMP PARTS		129.59

* - 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 - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024543	08/22/2025	VERITIV OPERATING COMPANY	SUPPLIES		26,564.43
0000024544	08/22/2025	VERIZON WIRELESS	25/26 MONTHLY CELLULAR PHONE SERVICE	25/26 MONTHLY CELLULAR SERVICE	872.66
0000024545	08/22/2025	VIDA CHARTER SCHOOL	CYBER CHARTER		7,975.53
0000024546	08/22/2025	WAGEWORKS INC.	PURCH PROFESS/TECH SERVICES		348.75
0000024547	08/22/2025	WEST YORK AREA SCHOOL DISTRICT	SERVICE		98.54
0000024548	08/22/2025	WIPEBOOK CORPORATION	Shuchart		178.73
0000024549	08/22/2025	WM CORPORATE SERVICES INC	GARBAGE/RECYCLE		1,566.56
0000024550	08/22/2025	WORTHINGTON DIRECT INC.	Yost		1,937.00
0000024551	08/22/2025	XTRAMATH	CLASSROOM SUBSCRIPTION		200.00
0000024552	08/22/2025	YELLOW BREECHES EDUCATIONAL CENTER INC	SERVICE		17,224.20
0000024553	08/28/2025	AMAZON CAPITAL SERVICES	SUPPLIES	Menser	11,603.36
0000024554	09/02/2025	ABARTA COCA-COLA BEVERAGES LLC	DRINKS		626.68
0000024555	09/02/2025	APPALACHIA TECHNOLOGIES LLC	OTHER PROFESSIONAL SERVICES		24,255.00
0000024556	09/02/2025	BAND SHOPPE	Walck-Band		692.15
0000024557	09/02/2025	BGE FINANCIAL CORPORATION	LEASE		4,936.80
0000024558	09/02/2025	BIG SPRING ATHLETICS	BIG SPRING GIRLS SOCCER TOURNAMENT	BIG SPRING VOLLEYBALL TOURNAMENT	650.00
0000024559	09/02/2025	BSN SPORTS LLC	FOOTBALL SUPPLIES		2,069.85
0000024560	09/02/2025	CAPITAL AREA INTERMEDIATE UNIT	SERVICE		28,400.00
0000024561	09/02/2025	CAPITAL BLUE CROSS	25/26 MONTHLY EMPLOYEE MEDICAL INSURANCE		428,228.90
0000024562	09/02/2025	CAPITAL ONE	SUPPLIES		155.07

* - 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 - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024563	09/02/2025	CAROLINA BIOLOGICAL SUPPLY COMPANY	Jewart		259.37
0000024564	09/02/2025	CASHMAN'S ACE HARDWARE	SUPPLIES		11.58
0000024565	09/02/2025	CENGAGE GROUP	L Miller		1,653.75
0000024566	09/02/2025	DANIELLE FULMER	CONTRACTED CARRIERS DISTRICT		168.00
0000024567	09/02/2025	DESIRAE BRADY	GENERAL SUPPLIES		69.62
0000024568	09/02/2025	DIRT HURTS FOUNDATION	BEN BLOSER CROSS COUNTRY INVITAIONAL		450.00
0000024569	09/02/2025	DR RAY W CHRISTNER LLC	SERVICE		562.50
0000024570	09/02/2025	E & B TRANSPORTATION CO.	25/26 PUBLIC TRANSPORTATION CONTRACT	TRANSPORTATION	128,560.00
0000024571	09/02/2025	ENVIRONMENTAL ENTERPRISES INC	PURCH PROFESS/TECH SERVICES		5,650.00
0000024572	09/02/2025	FLINN SCIENTIFIC INC.	S Miller		2,790.29
0000024573	09/02/2025	FOLLETT CONTENT SOLUTIONS LLC	MEDIA CENTER SUPPLIES		1,944.62
0000024574	09/02/2025	FRIED BROTHERS INC.	Office		10.50
0000024575	09/02/2025	GAHS ATHLETICS	GETTYSBURG VOLLEYBALL TOURNAMENT		250.00
0000024576	09/02/2025	GAIL ELWOOD	CONTRACTED CARRIERS DISTRICT		252.00
0000024577	09/02/2025	G-FORCE SECURITY SOLUTIONS LLC	SERVICE		3,510.00
0000024578	09/02/2025	GLENNS BODY SHOP	SERVICE		1,200.00
0000024579	09/02/2025	GRAINGER	DRINKING WTR VALVE		185.50
0000024580	09/02/2025	HOKE MILLS INC.	SOFTNER SALT DRINKING WTR		1,563.50
0000024581	09/02/2025	IMAGINE LEARNING LLC	QUOTE		5,043.50
0000024582	09/02/2025	JON DEFOE	TRAVEL DISTRICT		54.00

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024583	09/02/2025	LATICE ANDERSON	CONTRACTED CARRIERS DISTRICT		198.80
0000024584	09/02/2025	LINCOLN INTERMEDIATE UNIT	25-26 MONTHLY SCHEDULE A	SCHEDULE A	69,780.70
0000024585	09/02/2025	M&M HEATING & COOLING LLC	SERVICE		15,125.00
0000024586	09/02/2025	MAR-BAR TIRE SERVICE	SUPPLIES		188.00
0000024587	09/02/2025	MASON'S PROPANE SERVICE LLC	PROPANE		12,194.47
0000024588	09/02/2025	MEDCO SUPPLY CO	ATHLETIC TRAINING EQUIPMENT		2,139.00
0000024589	09/02/2025	MIDWEST SPORTS TENNIS	BOYS TENNIS EQUIPMENT		79.95
0000024590	09/02/2025	NCS PEARSON INC.	SUPPLIES		920.85
0000024591	09/02/2025	PA FFA ASSOC	Wivell		1,904.00
0000024592	09/02/2025	PA MUNICIPAL LEAGUE	22/23 MEMBERSHIP DUES - L3P		65.00
0000024593	09/02/2025	PAAE	Wivell		330.00
0000024594	09/02/2025	PAR INC.	SUPPLIES		729.00
0000024595	09/02/2025	PECK'S SEPTIC SERVICE	SERVICE		391.50
0000024596	09/02/2025	PERMANENT SIGN & DISPLAY/PERM AWARD	YORK/ADAMS DIV. III BANNER ADDITIONS		745.20
0000024597	09/02/2025	RED LION ATHLETIC DEPT	RED LION FIELD HOCKEY TOURNAMENT		275.00
0000024598	09/02/2025	SAUVE BROS. ATHLETIC EXPRESS	SOCCER EQUIPMENT		880.00
0000024599	09/02/2025	SCHOLASTIC INC	CLASSROOM SUBSCRIPTION		44.99
0000024600	09/02/2025	THE ART STORE INC.	CLASSROOM SUPPLIES		4,350.81
0000024601	09/02/2025	THE MARCHING SOURCE	Walck-Band		1,200.00
0000024602	09/02/2025	T-MOBILE	SERVICE		600.00
0000024603	09/02/2025	TRIANGLE COMMUNICATIONS INC.	QUOTE		2,699.10

* - 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 - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000024604	09/02/2025	UNIFIRST CORP	SERVICE		511.38
0000024605	09/02/2025	USABLE LIFE	25/26 EMPLOYEE LIFE INSURANCE	25/26 OTHER EMPLOYEE BENEFITS ELEM	1,452.98
0000024606	09/02/2025	UTICA NATIONAL INSURANCE GROUP	INSURANCE		12,755.00
0000024607	09/02/2025	VERITIV OPERATING COMPANY	SUPPLIES		7,748.76
0000024608	09/02/2025	WALTERS SERVICES INC.	OTHER PROF SERVICES HIGH		490.00
0000024609	09/02/2025	WARDS SCIENCE	CLASSROOM SUPPLIES		17.66
0000024610	09/02/2025	WEIS MARKETS INC	SUPPLIES		17.80
0000024611	09/02/2025	WELLSPAN OCCUPATIONAL HEALTH	SERVICE		283.00
0000024612	09/02/2025	WILD SIDE NORTH	Kline		302.26
0000024613	09/02/2025	YELLOW BREECHES EDUCATIONAL CENTER INC	SERVICE		17,224.20
0000024614	09/02/2025	YORK SUBURBAN ALL SPORTS BOOSTER CLUB	SUBURBAN SPIKETACULAR VOLLEYBALL TOURNAMENT		350.00
* 0RET082125	08/21/2025	PUBLIC SCHOOL EMPLOYEES' RETIREMENT SYSTEM	RETIREMENT CONTRIBUTIONS		1,333.16
* 0STS090525	09/05/2025	SUBSTITUTE TEACHER SERVICE INC	SUB TCHR		13,771.57
* AC08132025	08/13/2025	COUNTY OF ADAMS	A.C.TAX CLAIM BUREAU - JULY 2025 COMMISSION		1,006.14
* KH08192025	08/19/2025	KAREN HEFLIN - RECORDER OF DEEDS	K.HEFLIN - JULY TRANSFER TAX COMMISSION		829.28
* YA08202025	08/20/2025	YORK ADAMS TAX BUREAU	YATB - 1.75% COLLECTION FEES		8,369.71

* - 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 - GENERAL FUND Payment Dates: 08/13/2025 - 09/09/2025

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

10 - GENERAL FUND	1,364,966.17
Grand Total All Funds	1,364,966.17
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	25,309.86
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	1,339,656.31
Grand Total Virtual Payments	0.00
Grand Total All Payments	1,364,966.17

* - 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: GP - PSDLAF - GF Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* 00DD083125	08/31/2025	DELTA DENTAL OF PA	INSURANCE		1,898.23
* 0UCC082925	08/29/2025	UNITED CONCORDIA DENTAL CO INC	25/26 MONTHLY EMPLOYEE DENTAL INSURANCE		15,291.52
10 - GENERAL FUND					17,189.75
Grand Total All Funds					17,189.75
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					17,189.75
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					0.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					17,189.75

* - 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: CF - CAFETERIA FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003298	09/04/2025	AHOLD DELHAIZE USA	AUGUST INVOICES		55.93
0000003299	09/04/2025	B.S.S.D. GENERAL FUND	CAFE HEALTH INS - AUG 2025	CAFE GROSS PAYROLL - AUG 2025	13,021.99
0000003300	09/04/2025	FEESER'S FOOD DISTRIBUTORS	AUGUST INVOICES		21,125.59
0000003301	09/04/2025	HERSHEY CREAMERY CO	AUGUST INVOICES		679.80
0000003302	09/04/2025	HOBART SERVICE	DISHWASHER HEATING ELEMENT ES		929.80
0000003303	09/04/2025	K & D FACTORY SERVICE INC.	SERVICE		562.20
0000003304	09/04/2025	KINT	AUGUST INVOICES		1,908.00
0000003305	09/04/2025	MORABITO BAKING	AUGUST INVOICES		637.05
0000003306	09/04/2025	NEIMAN REFRIGERATION	SERVICE		13,500.00
0000003307	09/04/2025	PARTS TOWN LLC	ES KITCHEN	TEMP CONTROL	380.39
0000003308	09/04/2025	ROSE APOSTOLAKIS	REFUND LUNCH MONEY (KEIRA)		21.65
0000003309	09/04/2025	ROSE APOSTOLAKIS	REFUND LUNCH MONEY (LIAM)		22.85
0000003310	09/04/2025	SERENA A KIRCHNER INC	AUGUST INVOICES		650.25
0000003311	09/04/2025	SINGER EQUIPMENT CO INC	AUGUST INVOICES		4,406.68
0000003312	09/04/2025	SWISS PREMIUM DAIRY	AUGUST INVOICES		2,428.01
0000003313	09/04/2025	SYSCO	AUGUST INVOICES		7,868.25
0000003314	09/04/2025	WELLSPAN OCCUPATIONAL HEALTH	SERVICE		208.00

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - CAFETERIA FUND Payment Dates: 08/13/2025 - 09/09/2025

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

50 - ENTERPRISE FUND	68,406.44
Grand Total All Funds	68,406.44
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	68,406.44
Grand Total Virtual Payments	0.00
Grand Total All Payments	68,406.44

* - 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: CR - CAPITAL RESERVE FUND Payment Dates: 08/13/2025 - 09/09/2025

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

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001270	08/18/2025	BLACKS WATER CONDITIONING INC	SERVICE		3,446.00
0000001271	08/18/2025	M&M HEATING & COOLING LLC	SERVICE		22,385.00
22 - CAPITAL RESERVE FUND					25,831.00
Grand Total All Funds					25,831.00
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					25,831.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					25,831.00

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

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

Financial Summary of General Fund

BALANCE REVIEW - GENERAL FUND:

Previous Undesignated Balance - August 12, 2025	\$6,107,246.64
Previous Designated Balance - August 12, 2025	\$0.00
Revenue - August 13, 2025 - September 9, 2025	\$5,357,622.55
Transfer from General Fund to Cafeteria Fund	\$63,500.00
Expenditures - August 13, 2025 - September 9, 2025	\$1,382,155.92
Expenditures - Payroll	\$1,189,314.10
CURRENT BALANCE - September 9, 2025	\$8,829,899.17

DISTRIBUTION OF CASH ASSETS:

ACNB Checking	\$3,012,473.07
ACNB Money Market	\$42,174.64
Payroll Checking (Interest Rec.)	\$30.70
PSDLAF Investments	\$3,461,663.41
PSDMAX Series	\$2,313,557.35
PSDLAF Overnight Account	\$0.00
	<u>\$8,829,899.17</u>

COMPARISON OF REVENUE VS. EXPENDITURES 2025-2026

	<u>7/1/25-8/12/25</u>	<u>CURRENT</u>	<u>ACCUM TOTAL</u>
Revenue	\$2,056,556.58	\$5,357,622.55	\$7,414,179.13
Expenditures	\$3,961,987.92	\$2,571,470.02	\$6,533,457.94
		<u>\$2,786,152.53</u>	<u>\$880,721.19</u>

CURRENT INVESTMENT STATUS:

	<u>AMOUNT</u>	<u>PERCENT</u>	<u>TERM</u>	<u>DUE</u>
ACNB Classic Money Market	\$42,174.64	0.15%	***	
PSDLAF (MAX Account)	\$2,313,557.35	4.160%	***	8/31/2025
PSDLAF (CD)	\$3,461,663.41	4.200%	***	8/31/2025
	<u>\$5,817,395.40</u>		*** 30 Day Yield	

INTEREST EARNED:

	<u>Current:</u>	<u>To Date:</u>
ACNB Money Market	\$5.37	\$10.74
ACNB General Fund Checking	\$216.60	\$273.90
ACNB Payroll Checking	\$8.94	\$30.70
PSDLAF CD/Pool Investments	\$12,304.21	\$24,564.71
PSDLAF MAX Series	\$6,740.28	\$16,478.94
	<u>\$19,275.40</u>	<u>\$41,358.99</u>

PAYROLL ACCOUNT:

<u>7/1/25-8/12/25</u>	<u>CURRENT</u>	<u>ACCUM TOTAL</u>
\$1,547,481.46	\$1,189,314.10	\$2,736,795.56

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-0462-271-000-00-000-000-0000		D06		0.00	(15,639.62)
RV3516900001	08/13/2025							
Desc: MEDICAL INS PAYMENTS - AUGUST/RET/PT								
RV	RV3516900001							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-0462-272-000-00-000-000-0000		D06		0.00	(1,417.50)
RV3516900002	08/13/2025							
Desc: DENTAL INS PAYMENTS - AUGUST/RET/PT								
RV	RV3516900002							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-0462-275-000-00-000-000-0000		D06		0.00	(105.70)
RV3516900003	08/13/2025							
Desc: VISION INS PAYMENTS - AUGUST/RET/PT								
RV	RV3516900003							
Number of Transactions: 3								
Fund 10 - GENERAL FUND				GEN			0.00	(17,162.82)
BSAO - BERMUDIAN SPRINGS SCHOOL DIST.			10-6990-000-000-00-000-000-0000	69003	D07		0.00	(5.00)
RV3517000001	08/13/2025							
Desc: BSSD ADMIN - EMERGENCY CERT GUEST SUB TEACHERS								
RV	RV3517000001							
BSHS - BERMUDIAN SPRINGS HIGH SCHOOL			10-6740-000-000-00-000-000-0000-IPAD		D07		0.00	(360.00)
RV3517000002	08/13/2025							
Desc: IPAD DAMAGED/R.WEIAINT PAYMENT								
RV	RV3517000002							
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT			Page 1 of 20	

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
1048 - ADAMS COUNTY MAGISTRATE DISTRICT COURT 51-3-03			10-6990-000-000-00-000-000-0000	69003	D07		0.00	(55.92)
RV3517000003	08/13/2025							
Desc: ADAMS COUNTY MAGISTRATE - FINES								
RV	RV3517000003							
3832 - DOCUSIGN INC			10-1241-640-000-00-300-000-000-0000	10625	D07		0.00	(300.00)
RV3517000004	08/13/2025							
Desc: DOCUSIGN - WEB REFUND								
RV	RV3517000004							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-1110-240-000-10-200-000-000-0000	11017	D07		0.00	(2,340.00)
RV3517000005	08/13/2025							
Desc: GRAD CREDIT REIMBURSEMENT REPAYMENT - M.SEIFERT								
RV	RV3517000005							
3306 - HAMILTON TOWNSHIP			10-6111-000-000-00-000-000-111-0000	61035	D07		0.00	(6,335.44)
RV3517000006	08/13/2025							
Desc: HAMILTON TOWNSHIP TAXES								
RV	RV3517000006							
3306 - HAMILTON TOWNSHIP			10-6120-000-000-00-000-000-111-0000	61047	D07		0.00	(24.50)
RV3517000007	08/13/2025							
Desc: HAMILTON TOWNSHIP TAXES								
RV	RV3517000007							
3306 - HAMILTON TOWNSHIP			10-6141-000-000-00-000-000-111-0000	61053	D07		0.00	(24.50)
RV3517000008	08/13/2025							
Desc: HAMILTON TOWNSHIP TAXES								
RV	RV3517000008							
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT			Page 2 of 20	

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
3306 - HAMILTON TOWNSHIP			10-6112-000-000-00-000-000-111-0000	61041	D07		0.00	(724.76)
RV3517000009	08/13/2025							
Desc: HAMILTON TOWNSHIP TAXES								
RV	RV3517000009							
1040 - ADAMS COUNTY TAX CLAIM BUREAU			10-6400-000-000-00-000-000-0000	64001	D07		0.00	(20,121.63)
RV3517000010	08/13/2025							
Desc: ADAMS COUNTY TAX CLAIM BUREAU - JULY 2025								
RV	RV3517000010							
0904 - DEBRA TATE TAX COLLECTOR			10-6111-000-000-00-000-000-115-0000	61039	D07		0.00	(71,603.13)
RV3517000011	08/13/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3517000011							
0904 - DEBRA TATE TAX COLLECTOR			10-6120-000-000-00-000-000-115-0000	61051	D07		0.00	(210.70)
RV3517000012	08/13/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3517000012							
0904 - DEBRA TATE TAX COLLECTOR			10-6141-000-000-00-000-000-115-0000	61057	D07		0.00	(210.70)
RV3517000013	08/13/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3517000013							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6111-000-000-00-000-000-113-0000	61037	D07		0.00	(225,448.79)
RV3517000014	08/13/2025							
Desc: LATIMORE TOWNSHIP TAXES								
09/03/2025 01:44:40 PM			BERMUDIAN SPRINGS SCHOOL DISTRICT					Page 3 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV	RV3517000014							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6120-000-000-00-000-000-113-0000	61049	D07		0.00	(666.70)
RV3517000015	08/13/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3517000015							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6141-000-000-00-000-000-113-0000	61055	D07		0.00	(666.70)
RV3517000016	08/13/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3517000016							
Number of Transactions: 16								
			Fund 10 - GENERAL FUND		REV		0.00	(326,458.47)
			Fund 10 - GENERAL FUND		EXP		0.00	(2,640.00)
0209 - COMMONWEALTH OF PA			10-2380-610-000-30-800-000-000-0000	23102	D08		0.00	(72.84)
RV3518100001	08/19/2025							
Desc: COMM OF PA - DISABILITY DETERMINATION								
RV	RV3518100001							
0216 - CONEWAGO VALLEY SCHOOL DISTRICT			10-2360-610-000-00-000-000-000-0000	23028	D08		0.00	(167.00)
RV3518100002	08/19/2025							
Desc: CONEWAGO VALLEY SD - INDUCTION LUNCHEON REIMBURSEMENT								
RV	RV3518100002							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6111-000-000-00-000-000-112-0000	61067	D08		0.00	(28,761.15)
RV3518100003	08/19/2025							
09/03/2025 01:44:40 PM			BERMUDIAN SPRINGS SCHOOL DISTRICT					Page 4 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
Desc: YORK SPRINGS BORO TAXES								
RV	RV3518100003							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6120-000-000-00-000-112-0000	61048	D08		0.00	(98.20)
RV3518100004	08/19/2025							
Desc: YORK SPRINGS BORO TAXES								
RV	RV3518100004							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6141-000-000-00-000-112-0000	61054	D08		0.00	(98.20)
RV3518100005	08/19/2025							
Desc: YORK SPRINGS BORO TAXES								
RV	RV3518100005							
0904 - DEBRA TATE TAX COLLECTOR			10-6111-000-000-00-000-115-0000	61039	D08		0.00	(35,420.84)
RV3518100006	08/19/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3518100006							
0904 - DEBRA TATE TAX COLLECTOR			10-6120-000-000-00-000-115-0000	61051	D08		0.00	(151.90)
RV3518100007	08/19/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3518100007							
0904 - DEBRA TATE TAX COLLECTOR			10-6141-000-000-00-000-115-0000	61057	D08		0.00	(151.90)
RV3518100008	08/19/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3518100008							
09/03/2025 01:44:40 PM								
BERMUDIAN SPRINGS SCHOOL DISTRICT								
Page 5 of 20								

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
2010 - KAREN HEFLIN - RECORDER OF DEEDS								
RV3518100009	08/19/2025		10-6153-000-000-00-000-000-0000	61033	D08		0.00	(41,464.22)
Desc: K.HEFLIN - JULY TRANSFER TAX								
RV	RV3518100009							
3585 - HUNTINGTON TOWNSHIP			10-6111-000-000-00-000-116-0000	61040	D08		0.00	(130,373.67)
RV3518100010	08/19/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3518100010							
3585 - HUNTINGTON TOWNSHIP			10-6120-000-000-00-000-116-0000	61052	D08		0.00	(760.80)
RV3518100011	08/19/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3518100011							
3585 - HUNTINGTON TOWNSHIP			10-6141-000-000-00-000-116-0000	61058	D08		0.00	(760.80)
RV3518100012	08/19/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3518100012							
3585 - HUNTINGTON TOWNSHIP			10-6112-000-000-00-000-116-0000	61046	D08		0.00	(16.62)
RV3518100013	08/19/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3518100013							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6111-000-000-00-000-114-0000	61038	D08		0.00	(337,809.85)
RV3518100014	08/19/2025							
09/03/2025 01:44:40 PM								
BERMUDIAN SPRINGS SCHOOL DISTRICT								
Page 6 of 20								

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
Desc: READING TOWNSHIP TAXES								
RV	RV3518100014							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6120-000-000-00-000-000-114-0000	61050	D08		0.00	(1,985.10)
RV3518100015	08/19/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3518100015							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6141-000-000-00-000-000-114-0000	61056	D08		0.00	(1,985.10)
RV3518100016	08/19/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3518100016							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6112-000-000-00-000-000-114-0000	61044	D08		0.00	(709.12)
RV3518100017	08/19/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3518100017							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6111-000-000-00-000-000-113-0000	61037	D08		0.00	(951,532.85)
RV3518100018	08/19/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3518100018							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6120-000-000-00-000-000-113-0000	61049	D08		0.00	(324.10)
RV3518100019	08/19/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3518100019							
09/03/2025 01:44:40 PM								
BERMUDIAN SPRINGS SCHOOL DISTRICT								
Page 7 of 20								

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
1671 - SUSAN GRAGG TAX COLLECTOR			10-6141-000-000-00-000-000-113-0000	61055	D08		0.00	(324.10)
RV3518100020	08/19/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3518100020							
Number of Transactions: 20								
Fund 10 - GENERAL FUND							EXP	0.00 (239.84)
Fund 10 - GENERAL FUND							REV	0.00 (1,532,728.52)
1011 - YORK ADAMS TAX BUREAU			10-6151-000-000-00-000-000-000-0000	61026	R07		0.00	(472,365.81)
RV3518300001	08/20/2025							
Desc: YATB - JULY 2025 DISTRIBUTION								
RV	RV3518300001							
1011 - YORK ADAMS TAX BUREAU			10-6151-000-000-00-000-000-000-0000	61026	R07		0.00	(5,903.13)
RV3518300002	08/20/2025							
Desc: YATB - PRIOR YEAR'S TAX COLLECTED								
RV	RV3518300002							
Number of Transactions: 2								
Fund 10 - GENERAL FUND							REV	0.00 (478,268.94)
0394 - J.P. HARRIS ASSOCIATES LLC.			10-6400-000-000-00-000-000-000-0000	64001	D09		0.00	(704.00)
RV3519100001	08/22/2025							
Desc: J.P.HARRIS - DELINQUENT TAX								
RV	RV3519100001							
PAYROLL - BERMUDIAN SPRINGS SCHOOL DISTRICT			10-0462-271-000-00-000-000-000-0000		D09		0.00	(50,036.66)
09/03/2025 01:44:40 PM								
BERMUDIAN SPRINGS SCHOOL DISTRICT								
Page 8 of 20								

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV3519100002	08/22/2025							
Desc: BSSD-EMPLOYEE COST SHARE/SPOUSAL SURCHARGE MEDICAL								
RV	RV3519100002							
3585 - HUNTINGTON TOWNSHIP			10-6111-000-000-00-000-000-116-0000	61040	D09		0.00	(89,813.83)
RV3519100003	08/22/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3519100003							
3585 - HUNTINGTON TOWNSHIP			10-6120-000-000-00-000-000-116-0000	61052	D09		0.00	(352.90)
RV3519100004	08/22/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3519100004							
3585 - HUNTINGTON TOWNSHIP			10-6141-000-000-00-000-000-116-0000	61058	D09		0.00	(352.90)
RV3519100005	08/22/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3519100005							
3585 - HUNTINGTON TOWNSHIP			10-6112-000-000-00-000-000-116-0000	61046	D09		0.00	(2,397.60)
RV3519100006	08/22/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3519100006							
0904 - DEBRA TATE TAX COLLECTOR			10-6111-000-000-00-000-000-115-0000	61039	D09		0.00	(92,762.52)
RV3519100007	08/22/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3519100007							
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT				Page 9 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
0904 - DEBRA TATE TAX COLLECTOR			10-6120-000-000-00-000-000-115-0000	61051	D09		0.00	(230.30)
RV3519100008	08/22/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3519100008							
0904 - DEBRA TATE TAX COLLECTOR			10-6141-000-000-00-000-000-115-0000	61057	D09		0.00	(230.30)
RV3519100009	08/22/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3519100009							
0022 - ADAMS COUNTY COMMUNITY FOUNDATION			10-6920-000-000-00-000-000-000-0000		D09		0.00	(25,000.00)
RV3519100010	08/22/2025							
Desc: ADAMS COUNTY COMMUNITY FOUNDATION - OXFORD CLUB FUND FIELD REPAIRS DONATION								
RV	RV3519100010							
0022 - ADAMS COUNTY COMMUNITY FOUNDATION			10-6920-000-000-00-000-000-000-0000		D09		0.00	(100,000.00)
RV3519100011	08/22/2025							
Desc: ADAMS COUNTY COMMUNITY FOUNDATION - OXFORD CLUB FUND AUTISM SERV DONATION								
RV	RV3519100011							
Number of Transactions: 11								
				Fund 10 - GENERAL FUND		REV	0.00	(311,844.35)
				Fund 10 - GENERAL FUND		GEN	0.00	(50,036.66)
0080 - BERMUDIAN SPRINGS EDUCATION ASSOC.			10-2360-610-000-00-000-000-000-0000	23028	D10		0.00	(139.30)
RV3522800001	08/28/2025							
Desc: BERMUDIAN SPRINGS EDUCATION ASSOCIATION - PO #26ADM00476 REIMBURSEMENT								
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT				Page 10 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV	RV3522800001							
1155 - FAIRFIELD AREA SCHOOL DISTRICT			10-2360-610-000-00-000-000-0000	23028	D10		0.00	(167.00)
RV3522800002	08/28/2025							
Desc: FAIRFIELD AREA SD - INDUCTION LUNCHEON REIMBURSEMENT								
RV	RV3522800002							
0512 - LITTLESTOWN AREA SCHOOL DISTRICT			10-2360-610-000-00-000-000-0000	23028	D10		0.00	(167.00)
RV3522800003	08/28/2025							
Desc: LITTLESTOWN AREA SD - INDUCTION LUNCHEON REIMBURSEMENT								
RV	RV3522800003							
BSHS - BERMUDIAN SPRINGS HIGH SCHOOL			10-1110-610-000-30-800-000-000-0000	11150	D10		0.00	(235.00)
RV3522800004	08/28/2025							
Desc: BSHS - PO #25HS002118 TECH & GRAPHICS REIMBURSEMENT								
RV	RV3522800004							
1212 - BERMUDIAN SPORTS CLUB			10-3200-610-000-00-000-000-000-0000	32011	D10		0.00	(123.35)
RV3522800005	08/28/2025							
Desc: BERMUDIAN SPORTS CLUB - PO #S 24ATH02178, 25ATH02311, 26ATH00319 RMBRSMNT								
RV	RV3522800005							
1212 - BERMUDIAN SPORTS CLUB			10-3200-610-000-00-000-000-0AD-0000		D10		0.00	(126.04)
RV3522800006	08/28/2025							
Desc: BERMUDIAN SPORTS CLUB - PO #S 24ATH02178, 25ATH02311, 26ATH00319 RMBRSMNT								
RV	RV3522800006							
1212 - BERMUDIAN SPORTS CLUB			10-3200-610-000-00-000-000-00F-0017		D10		0.00	(65.61)
09/03/2025 01:44:40 PM BERMUDIAN SPRINGS SCHOOL DISTRICT								

Page 11 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV3522800007	08/28/2025							
Desc: BERMUDIAN SPORTS CLUB - PO #S 24ATH02178, 25ATH02311, 26ATH00319 RMBRSMNT								
RV	RV3522800007							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-0462-271-000-00-000-000-000-0000		D10		0.00	(521.58)
RV3522800008	08/28/2025							
Desc: BSSD-EMPLOYEE COST SHARE/SPOUSAL SURCHARGE MEDICAL-E.BRUBAKER								
RV	RV3522800008							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-0462-271-000-00-000-000-000-0000		D10		0.00	(782.37)
RV3522800009	08/28/2025							
Desc: BSSD-EMPLOYEE COST SHARE/SPOUSAL SURCHARGE MEDICAL-J.MENSER								
RV	RV3522800009							
BSES - BERMUDIAN SPRINGS ELEMENTARY			10-2120-610-000-10-200-000-000-0000	21048	D10		0.00	(3,000.00)
RV3522800010	08/28/2025							
Desc: BSES - PO #26ES000440 PTO HOUSE SHIRTS REIMBURSEMENT								
RV	RV3522800010							
1212 - BERMUDIAN SPORTS CLUB			10-3200-330-000-00-000-000-000-0000	30021	D10		0.00	(4,000.00)
RV3522800011	08/28/2025							
Desc: BERMUDIAN SPORTS CLUB - HUDL CONTRIBUTION								
RV	RV3522800011							
0904 - DEBRA TATE TAX COLLECTOR			10-6111-000-000-00-000-000-115-0000	61039	D10		0.00	(109,209.43)
RV3522800012	08/28/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3522800012							
09/03/2025 01:44:40 PM BERMUDIAN SPRINGS SCHOOL DISTRICT								

Page 12 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
0904 - DEBRA TATE TAX COLLECTOR			10-6120-000-000-00-000-000-115-0000	61051	D10		0.00	(480.20)
RV3522800013	08/28/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3522800013							
0904 - DEBRA TATE TAX COLLECTOR			10-6141-000-000-00-000-000-115-0000	61057	D10		0.00	(480.20)
RV3522800014	08/28/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3522800014							
0904 - DEBRA TATE TAX COLLECTOR			10-6112-000-000-00-000-000-115-0000	61045	D10		0.00	(187.49)
RV3522800015	08/28/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3522800015							
BERM - BERMUDIAN SPRINGS SCHOOL DIST.			10-2240-750-000-00-000-000-402-0000	20203	D10		0.00	(77,843.80)
RV3522800016	08/28/2025							
Desc: TOTAL TECHNOLOGY - IPAD BUYBACK								
RV	RV3522800016							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6111-000-000-00-000-000-114-0000	61038	D10		0.00	(519,036.58)
RV3522800017	08/28/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3522800017							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6120-000-000-00-000-000-114-0000	61050	D10		0.00	(2,430.50)
RV3522800018	08/28/2025							
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT				Page 13 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
Desc: READING TOWNSHIP TAXES								
RV	RV3522800018							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6141-000-000-00-000-000-114-0000	61056	D10		0.00	(2,430.50)
RV3522800019	08/28/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3522800019							
1695 - JENNIFER MILLER TAX COLLECTOR			10-6112-000-000-00-000-000-114-0000	61044	D10		0.00	(534.66)
RV3522800020	08/28/2025							
Desc: READING TOWNSHIP TAXES								
RV	RV3522800020							
3585 - HUNTINGTON TOWNSHIP			10-6111-000-000-00-000-000-116-0000	61040	D10		0.00	(467,328.45)
RV3522800021	08/28/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3522800021							
3585 - HUNTINGTON TOWNSHIP			10-6120-000-000-00-000-000-116-0000	61052	D10		0.00	(1,181.00)
RV3522800022	08/28/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3522800022							
3585 - HUNTINGTON TOWNSHIP			10-6141-000-000-00-000-000-116-0000	61058	D10		0.00	(1,181.00)
RV3522800023	08/28/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3522800023							
09/03/2025 01:44:40 PM				BERMUDIAN SPRINGS SCHOOL DISTRICT				Page 14 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
3585 - HUNTINGTON TOWNSHIP			10-6112-000-000-00-000-000-116-0000	61046	D10		0.00	(1,158.61)
RV3522800024	08/28/2025							
Desc: HUNTINGTON TOWNSHIP TAXES								
RV	RV3522800024							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6111-000-000-00-000-000-113-0000	61037	D10		0.00	(786,229.88)
RV3522800025	08/28/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3522800025							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6120-000-000-00-000-000-113-0000	61049	D10		0.00	(1,671.20)
RV3522800026	08/28/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3522800026							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6141-000-000-00-000-000-113-0000	61055	D10		0.00	(1,671.20)
RV3522800027	08/28/2025							
Desc: LATIMORE TOWNSHIP TAXES								
RV	RV3522800027							
1671 - SUSAN GRAGG TAX COLLECTOR			10-6112-000-000-00-000-000-113-0000	61043	D10		0.00	(533.57)
RV3522800028	08/28/2025							
Desc: LATIMORE TOWNSHIP TAXES								

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BERMUDIAN SPRINGS SCHOOL DISTRICT

Page 15 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV	RV3522800028							
Number of Transactions: 28								
			Fund 10 - GENERAL FUND		EXP		0.00	(85,867.10)
			Fund 10 - GENERAL FUND		GEN		0.00	(1,303.95)
			Fund 10 - GENERAL FUND		REV		0.00	(1,895,744.47)
0209 - COMMONWEALTH OF PA			10-6114-000-000-00-000-000-0000	61013	R08		0.00	(3,466.02)
RV3522900001	08/28/2025							
Desc: COMM OF PA - PA GAME COMMISSION IN LIEU OF TAXES								
RV	RV3522900001							
Number of Transactions: 1								
			Fund 10 - GENERAL FUND		REV		0.00	(3,466.02)
0209 - COMMONWEALTH OF PA			10-7340-000-000-00-000-000-0000	73004	R09		0.00	(527,363.00)
RV3523000001	08/28/2025							
Desc: COMM PA WIRE - 25/26 PROPERTY TAX RELIEF								
RV	RV3523000001							
Number of Transactions: 1								
			Fund 10 - GENERAL FUND		REV		0.00	(527,363.00)
1043 - ACNB			10-6510-000-000-00-000-000-0000	65001	PR04		0.00	(8.94)
RV3523300001	08/29/2025							
Desc: ACNB PAYROLL INTEREST - AUGUST								
RV	RV3523300001							
Number of Transactions: 1								
			Fund 10 - GENERAL FUND		REV		0.00	(8.94)

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BERMUDIAN SPRINGS SCHOOL DISTRICT

Page 16 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
1043 - ACNB			10-6510-000-000-00-000-000-0000	65001	R10		0.00	(216.60)
RV3523400001	08/29/2025							
Desc: ACNB CHECKING INTEREST - AUGUST								
RV	RV3523400001							
Number of Transactions: 1								
Fund 10 - GENERAL FUND					REV		0.00	(216.60)
1043 - ACNB			10-6510-000-000-00-000-000-0000	65001	R11		0.00	(5.37)
RV3523500001	08/29/2025							
Desc: ACNB MONEY MARKET INTEREST - AUGUST								
RV	RV3523500001							
Number of Transactions: 1								
Fund 10 - GENERAL FUND					REV		0.00	(5.37)
BSMS - BERMUDIAN SPRINGS MIDDLE			10-6740-000-000-00-000-000-0000-IPAD		D11		0.00	(2,710.00)
RV3523600001	09/03/2025							
Desc: IPAD PROTECTION FEE								
RV	RV3523600001							
Number of Transactions: 1								
Fund 10 - GENERAL FUND					REV		0.00	(2,710.00)
0209 - COMMONWEALTH OF PA			10-2380-610-000-30-800-000-000-0000	23102	D12		0.00	(36.42)
RV3523700001	09/03/2025							
Desc: COMM OF PA - DISABILITY DETERMINATION								
RV	RV3523700001							
0346 - GETTYSBURG AREA SCHOOL DISTRICT			10-2360-610-000-00-000-000-000-0000	23028	D12		0.00	(167.00)
09/03/2025 01:44:40 PM BERMUDIAN SPRINGS SCHOOL DISTRICT								

Page 17 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV3523700002	09/03/2025							
Desc: GETTYSBURG AREA SD - INDUCTION LUNCHEON REIMBURSEMENT								
RV	RV3523700002							
BSATH - BERMUDIAN SPRINGS HIGH SCHOOL			10-6910-000-000-00-000-000-000-0000	69001	D12		0.00	(300.00)
RV3523700003	09/03/2025							
Desc: MID PENN MOTION - USE OF FACILITY RENTAL								
RV	RV3523700003							
BSATH - BERMUDIAN SPRINGS HIGH SCHOOL			10-6910-000-000-00-000-000-000-0000	69001	D12		0.00	(3,900.00)
RV3523700004	09/03/2025							
Desc: DILLSBURG AREA SOCCER CLUB - USE OF FACILITY RENTAL								
RV	RV3523700004							
BSATH - BERMUDIAN SPRINGS HIGH SCHOOL			10-6910-000-000-00-000-000-000-0000	69001	D12		0.00	(6,600.00)
RV3523700005	09/03/2025							
Desc: GETTYSBURG YOUTH SOCCER - USE OF FACILITY RENTAL								
RV	RV3523700005							
Number of Transactions: 5								
Fund 10 - GENERAL FUND					EXP		0.00	(203.42)
Fund 10 - GENERAL FUND					REV		0.00	(10,800.00)
1044 - PSDLAF			10-6510-000-000-00-000-000-000-0000	65001	R12		0.00	(6,740.28)
RV3525600001	08/31/2025							
Desc: PSDMAX INTEREST - AUGUST								

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BERMUDIAN SPRINGS SCHOOL DISTRICT

Page 18 of 20

TRANSACTION LEDGER
Year: 26 From 8/13/2025 to 9/9/2025 Funds: 10
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
RV	RV3525600001							
Number of Transactions: 1								
Fund 10 - GENERAL FUND					REV		0.00	(6,740.28)
1043 - ACNB			10-6510-000-000-00-000-000-0000	65001	R13		0.00	(12,304.21)
RV3525700001	08/31/2025							
Desc: PSDLAF FLEX INTEREST								
RV	RV3525700001							
Number of Transactions: 1								
Fund 10 - GENERAL FUND					REV		0.00	(12,304.21)
0904 - DEBRA TATE TAX COLLECTOR			10-6111-000-000-00-000-000-115-0000	61039	D13		0.00	(90,862.79)
RV3525800001	09/04/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3525800001							
0904 - DEBRA TATE TAX COLLECTOR			10-6120-000-000-00-000-000-115-0000	61051	D13		0.00	(323.40)
RV3525800002	09/04/2025							
Desc: EAST BERLIN BORO TAXES								
RV	RV3525800002							
0904 - DEBRA TATE TAX COLLECTOR			10-6141-000-000-00-000-000-115-0000	61057	D13		0.00	(323.40)
RV3525800003	09/04/2025							
Desc: EAST BERLIN BORO TAXES								

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807
Financial Summary of Cafeteria Fund

BALANCE REVIEW - CAFETERIA FUND:

Previous Balance - July 31, 2025	\$1,030.39
Revenue - August 1, 2025 - August 31, 2025	\$4,707.28
Transfer from General Fund to Cafeteria Fund	\$63,500.00
Expenditures - Payroll for August 2025	\$13,021.99
Expenditures - August 1, 2025 - August 31, 2025	\$55,384.45
CURRENT BALANCE August 31, 2025	\$831.23

DISTRIBUTION OF CASH ASSETS:

NOW Checking Account	\$831.23
PSDMAX Series	\$0.00
	<u>\$831.23</u>

COMPARISON OF REVENUES VS EXPENDITURES 2025-2026

	<u>7/1/25-8/31/25</u>	<u>CURRENT</u>	<u>ACCUM TOTAL</u>
Revenues	\$1,075.25	\$4,707.28	\$5,782.53
Expenditures	\$22,454.20	\$68,406.44	\$90,860.64
		(\$63,699.16)	(\$85,078.11)

INTEREST EARNED:

	<u>Current</u>	<u>To Date</u>
NOW Checking Account	\$0.26	\$1.00
	<u>\$0.26</u>	<u>\$1.00</u>

FUND BALANCE ESTIMATE:

August 1, 2025 - August 31, 2025

Cash and Investments on Hand	\$831.23
Fed/State Reimbursement (August) -	\$22,753.86
<i>Total Revenue Estimate</i>	\$23,585.09
 <i>Total Expense Estimate</i>	 \$0.00
TOTAL ESTIMATED FUND BALANCE (LESS BENEFITS DUE)	\$23,585.09

TRANSACTION LEDGER
Year: 26 From 8/1/2025 to 8/31/2025 Funds: 50
Sort: Transaction Type, Batch, Batch Count

Vendor	Transaction Number	PO #	Account Code	ASN	Jrnl/Rev Ctrl #	Pymt #	Enc/Liq	Expd/Rcvd
Trans #	Trans Date	Invoice #	Invoice Date			Pymt Date		
			50-0480-000-000-00-000-000-0000		R767		0.00	(1,210.00)
	RV3526700001 08/31/2025							
	Desc: SCHOOLCAFE ONLINE PYMT							
	RV RV3526700001							
	Number of Transactions: 1							
			Fund 50 - ENTERPRISE FUND		GEN		0.00	(1,210.00)
			50-6510-000-000-00-000-000-0000		R768		0.00	(0.26)
	RV3526800001 08/29/2025							
	Desc: ACNB BANK INTEREST - AUG 2025							
	RV RV3526800001							
	Number of Transactions: 1							
			Fund 50 - ENTERPRISE FUND		REV		0.00	(0.26)
			50-0480-000-000-00-000-000-0000		R769		0.00	(3,497.02)
	RV3526900001 08/31/2025							
	Desc: ACNB CAFE DEP - AUG 2025							
	RV RV3526900001							
	Number of Transactions: 1							
			Fund 50 - ENTERPRISE FUND		GEN		0.00	(3,497.02)
	Transaction Type RV Totals: 3						0.00	(4,707.28)

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

Financial Summary of Capital Reserve Fund

BALANCE REVIEW - CAPITAL RESERVE FUND:

Previous Balance - August 12, 2025	\$973,114.39
Revenue - August 13, 2025 - September 9, 2025	\$488.12
Expenditures - August 13, 2025 - September 9, 2025	\$25,831.00
CURRENT BALANCE - September 9, 2025	\$947,771.51

DISTRIBUTION OF CASH ASSETS:

ACNB Super NOW Checking Account	\$829,626.16
PSDLAF Investments	\$0.00
PSDMAX Series	\$118,145.35
PSDLAF Overnight Account	\$0.00
	<u>\$947,771.51</u>

CURRENT INVESTMENT STATUS:

	<u>AMOUNT</u>	<u>PERCENT</u>	<u>TERM</u>	<u>DUE</u>
PSDLAF CD Pool Investment				
PSDLAF (MAX Account)	\$118,145.35	4.160%	***	
PSDLAF (Overnight Account)	\$0.00	0.000%	***	
			*** 30 Day Yield	

INTEREST EARNED:

	<u>Current:</u>	<u>To Date:</u>
Checking Super Now Account	\$72.17	\$144.82
PSDLAF MAX Series	\$415.95	\$831.73
PSDLAF Overnight Account	\$0.00	\$0.00
PSDLAF Investment	\$0.00	\$0.00
	<u>\$488.12</u>	<u>\$976.55</u>

CAPITAL RESERVE FUND REVENUES:

ACNB Checking Interest	\$72.17
PSDLAF/MAX Investment	\$415.95
Fund Transfers (General)	\$0.00
	<u>\$488.12</u>

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

***Financial Summary of
Scholarship Fund***

BALANCE REVIEW - SCHOLARSHIP FUND:

Previous Balance - August 12, 2025	\$17,717.09
Revenue	\$771.61
Expenditures	\$0.00
CURRENT BALANCE - September 9, 2025	\$18,488.70

DISTRIBUTION OF CASH ASSETS:

ACNB Checking	\$18,488.70
	<u>\$18,488.70</u>

INTEREST EARNED:

	<u>Current:</u>	<u>Accum Total</u>
Checking Account	\$1.61	\$3.25
		<u>\$3.25</u>

SCHOLARSHIP FUND REVENUES:

ACNB Checking	\$1.61
Private Donation (Berm Alumni)	\$770.00
	<u>\$771.61</u>

SCHOLARSHIP FUND EXPENDITURES:

SCHOLARSHIP ACCOUNT BALANCE SUMMARY:

Bermudian Alumni Award	\$1,271.08
Max Kaufman	\$691.33
Jordan C. Selfe	\$0.00
William E. Smith	\$0.00
W. Roy Starry	\$6,534.66
Lloyd W. Wagener	\$2,749.09
Jessica D. Webb	\$5,645.97
Taylor Zimmerman	\$1,596.57
	<u>\$18,488.70</u>

8/26/2025

To whom it concern,

It is with much regret that I must leave my employment with Bermudian High School. Due to medical reasons I can no longer perform my job duties. I am so sorry for the short notice, but my health doesn't allow for me to give any additional time.

Sincerely,

Bernadette Crouse

----- Forwarded message -----

From: **Heaven Rivera** <heavenrivera57@gmail.com>

Date: Sun, Aug 24, 2025 at 10:50AM

Subject: Resignation

To: Danielle Curzi <dcurzi@bermudian.org>, Shelly Moore <smoore@bermudian.org>

Dear Dr. Curzi,

I want to sincerely thank you for the opportunity to join the Bermudian School District. In the short time I've been here, I have already seen what a supportive and welcoming environment it is, which makes this message especially difficult to write.

Due to unforeseen personal and family circumstances, I am unable to continue in my position at this time. These events have required me to relocate and have left me without childcare, making it impossible for me to fulfill my responsibilities as the school year begins. I know the timing is very difficult, and I truly regret the hardship this may cause the staff right before the first day of school.

I have great respect for the district, the staff, and the students, and I sincerely hope that when my personal situation stabilizes, I may have the opportunity to return and contribute in the future.

Thank you for your understanding and for the kindness you've shown me during my short time here.

With appreciation,

Heaven

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807
SPECIAL EDUCATION DIRECTOR'S REPORT
September 9, 2025

Ms. Brooke Shaffer
Director of Special Education

Special Education Students: 244
Gifted Students: 40
504 Plans: 95

In September, our new Learning Support teachers will participate in The Sonday System training. The Sonday System is a scientifically based, multisensory reading program designed to help students build foundational skills by learning and recognizing beginning letters and sounds. The program is skill-based, systematic, sequential, and cumulative, aligning with Common Core standards. It provides intensive reading interventions for students in grades K–8.

We are also pleased to share that Alex Weigle will continue supporting our Emotional Support classrooms one day per week throughout the 2025–2026 school year. Alex will review behavioral plans, conduct FBAs, and provide consultation and support to Emotional Support teachers across grades K–12.

This year, the Bermudian Springs School District will also participate in PDE's Indicator 13 mandate. We are grateful for the partnership of the Lincoln Intermediate Unit 12 (LIU12) Secondary Transition TaC Team, who will guide us through the State Performance Plan Indicator 13 process. Together, we will ensure compliance and strengthen the quality of transition planning for our students. Our shared goal is to develop and implement effective, individualized secondary transition plans that align with Pennsylvania's requirements and best practices.

It has certainly been a busy start to the year—but we are energized and excited to work together to enhance an already strong program for our students!

**BERMUDIAN SPRINGS
SCHOOL DISTRICT
York Springs, PA, 17372**

Elementary School Report

September 2025

Welcome back to the 2025/2026 school year! This first week at BSES was incredible. The collaborative effort between all truly prepared our school for success on day one! Thank you to all of our families for your patience as our Bus Drivers navigated the first week of transportation with grace and compassion for our students. Communication between home and school is very important, so when important reminders or notifications are needed, we will be sending Sapphire Alerts to make sure everyone is notified as needed.

This Summer, we held three different back-to-school events to meet the varying needs of our families. This new structure was very welcomed by our community, and the positive reflections on the experience were all positive! Our back-to-school professional development days were jam-packed with a variety of learning activities for our educators, and this too was greeted with much positive feedback.

Throughout the year, we will continue to be focused on nurturing strong relationships, building inclusive classroom environments, and supporting the whole child. Our dedication to student success remains at the heart of all we do, and our growth as a school is not just measured in academic gains but in the connections we build, the flexibility we show, and the character we cultivate across our school. Over the first two weeks of school, we host a PBIS Boot Camp where all staff and students participate in a variety of stations where our students learn how to SOAR in all areas of the school. This is a great reminder to all students and also introduces our students to other staff they may not have a chance to meet. All three of these days went smoothly, and students are already showing their amazing SOAR behavior. We will be celebrating this at our monthly community assembly this Friday, 9/5.

The 2025–2026 theme for Bermudian Springs Elementary School is **“YEAR OF UNITY.”** This theme was selected to celebrate the strength and connection within our school community. This theme reflects our commitment to working together: students, staff, families, and our community, to create an inclusive and supportive environment where everyone feels valued and empowered. Throughout the year, we will focus on building strong relationships, fostering academic differences, and embracing collaboration to ensure every Eagle **SOARs** together!

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

MIDDLE SCHOOL REPORT
September 2025

Mrs. Jennifer Shelley
Principal

Mr. Matthew Jenkins
Assistant Principal

Here We Go!

Classes are back in session! It has been great hearing the buzz in the classrooms, and students engaged in learning. Our new 5th graders have done a fantastic job of acclimating to our building and modeling our middle school expectations.





PASR Award

PASR, the Pennsylvania Association of School Retirees, honored Mrs. Stacey Linebaugh in August as Support Professional of the 24-25 school year. Per PASR, "The purpose of this award is to recognize an educator *and* a support professional who have exhibited creativity, initiative, or productivity relevant to the learning process and growth of children." Stacey was nominated for her dedication to serving the EL population in our district and working collectively with her colleagues at the middle and high school. Congratulations Stacey!



PBIS Corner

The Middle School is very excited to roll out some new updates to our PBIS framework. After meeting as a team over the summer, the committee purchased the PBIS Rewards app. This app is going to streamline our process for rewarding and incentivizing our students. Every teacher and staff member has a PBIS rewards account. On this account teachers can easily reward students with points for displaying our RISE behaviors on a daily basis. Students can track their points and redeem them in the school store for a variety of prizes, raffles, and drawings. Teachers still have the opportunity to earn points as well through our theme of “Engagement” this year. Teachers can log different engagement activities that they participate in including self-health, school community, and professional learning. Activities are worth different point amounts and once a teacher earns a certain amount, they can redeem those points for different teacher prizes as well. Two local businesses have donated gift certificates teachers can redeem points for. We are very excited to have the opportunity to purchase this app and we believe it is going to create a more equitable playing field for our students to earn points and rewards throughout the school year.

iReady Assessments

Students have started taking the initial iReady assessment for the year in both ELA and Math. Once completed, students will be able to see their scores in order to analyze areas of strength and growth. Teachers will be using this information in addition to classroom observations in order to create WIN (What I Need) groups to support student learning.

Matilda Jr. Musical Update

Auditions were held last week for the Middle School Fall Musical. Cast and stage crew lists were released over the weekend. This year the students will be performing Matilda Jr. over the weekend of November 14th-16th. Cast lists were released on Saturday and we are excited for our students to get production underway.

Upcoming Dates

9/10- Fall Pictures

9/12- Half Day Dismissal

BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372

HIGH SCHOOL REPORT
September 9, 2025

Michael Brooks
Principal

Laura McMillian
Assistant Principal

NINTH GRADE ORIENTATION/BACK TO SCHOOL NIGHT

Orientation for ninth-grade, new students, and students in grades 10-12 was held on Thursday, August 21, 2025. Freshman/new students began in the auditorium at 6:30 PM. Upperclassmen were scheduled to arrive at 7:30 PM. Parents and students were given the opportunity to tour the building in order to find their homeroom, classrooms, locker, and briefly meet their teachers. The turnout of students/parents was outstanding.

CLASS MEETINGS

Class meetings were held on Thursday, August 28th, with each class. During each meeting, Mr. Brooks (HS Principal) and Mrs. McMillian (HS Assistant Principal) reviewed with students important items found within the student handbook. The goal of each meeting was to familiarize students with the contents in the handbook, challenge them to be their best, clearly establish the expectations of being a Bermudian Springs High School student, and answer any questions students may have as we begin a new school year.

Period 1-Freshman
Period 2-Sophomores
Period 3-Seniors
Period 4- Juniors

Big Brother and Big Sister of South Central Pa presented information to the class of 2026 and 2027 on their High School Bigs Mentorship Program. Here is a link to their [presentation](#)

HS STUDENT PHOTO DAY

HS student pictures will be taken by Pictures Plus on Wednesday, September 10th. Students will be called to the auditorium lobby by homeroom. Make-up day for student photos will be Wednesday, October 15th.

START OF THE SCHOOL YEAR

We would like to publicly recognize/thank our students, families, and staff for an excellent start of the school year.

SENIOR SUNRISE

On Friday, August 22, 2025, members of the Class of 2026 gathered at the football stadium to enjoy the sunrise together. Students enjoyed donuts, coffee, and other refreshments. After the sunrise students proceeded to the Media Center Hallway to place their handprints and sign their name on the senior wall. This was a great way for the Class of 2026 to kick off their senior year.





BERMUDIAN SPRINGS SCHOOL DISTRICT
York Springs, Pennsylvania 17372-8807

ATHLETIC REPORT
September 9, 2025

Jon DeFoe
Athletic Director

PARENT / COACHES NIGHT

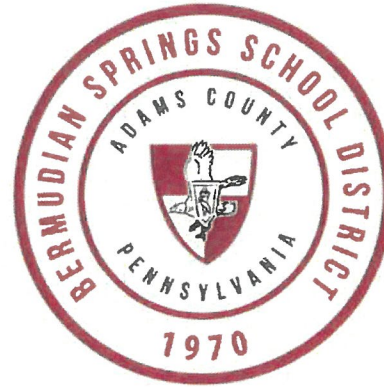
The Parent / Coaches Night was held on Thursday, August 7, 2025, at 6:30 PM. As the athletic director, I presented information regarding academic standards, as they relate to eligibility, as well as reviewed the district's extracurricular code of conduct. Ms. Sponseller and Ms. Amber Weirich, our athletic trainers, spoke about injury prevention, treatment, and rehabilitation. Each team held a parent meeting in designated locations to discuss philosophy and team schedules.

FALL PRESS DAY

On August 15-16, 2025, the athletic department hosted "Media Days". Media personnel took pictures of our fall sports programs. The media will use these pictures for upcoming contests and for any athletes who may excel in a game. Yearbook pictures were also taken on this day.

FALL SPORTS PARTICIPATION

PROGRAM	PARTICIPANTS	PROGRAM	PARTICIPANTS
JV/VARSITY FOOTBALL	52	JV/VARSITY FIELD HOCKEY	15
7/8 FOOTBALL	41	7/8 FIELD HOCKEY	11
JV/VARSITY BOYS SOCCER	38	JV/VARSITY VOLLEYBALL	27
JV/VARSITY GIRLS SOCCER	31	BOYS CROSS COUNTRY	17
GOLF	16	GIRLS CROSS COUNTRY	5
GIRLS TENNIS	15	JV/VARSITY CHEERLEADING	28
7/8 Boys Cross Country	18	7/8 Girls Cross Country	10
ATHLETIC TRAINING	3	7/8 CHEERLEADING	12



Memorandum of Understanding

This Memorandum of Understanding (MOU) sets for the terms and understanding between Big Brothers Big Sisters of South-Central PA and Bermudian Springs School District to initiate evidence-based mentoring services in district schools. Core programs include: Beyond School Walls, School-Based Mentoring, Bigs in Blue, High School Bigs Leadership Program and student referrals for Community-Based programs.

The purpose of this partnership is to offer children in the District, who are facing adversity, a professionally supported 1:1 mentor relationship. Our goal is to guide these relationships to promote higher aspirations among the youth, build confidence, avoid risky behaviors and achieve educational success.

Big Brothers Big Sisters will work toward the above goals by undertaking the following activities:

- Assist the School District in the design of the program including eligibility criteria.
- Identification, solicitation and recruitment of volunteer mentor applicants.
- Provide necessary application, training, management evaluation and reporting materials.
- Screen potential volunteers in accordance with CPSL and District requirements.
- Utilization of professional staff to assess/determine acceptance or non-acceptance for all volunteer applicants.
- Provide training and support to school personnel regarding appropriate referrals for service.
- Participate in mentor/mentee monitoring through casework management, consultation and support services. (Match Support)
- Conduct evidence-based outcomes management tools (Child Outcomes Survey (5-9) Youth Outcome Survey (10+), Strength of Relationship Survey & Risk Protective Inventory)
- Assist in the coordination of match activities and volunteer recognition activities.
- Track outcomes, prepare evaluations and provide outcome and evaluation reports to the school.
- Work with the partnership to resolve problems, facilitate program growth and strengthen program.
- Work cooperatively to identify and obtain program funding.
- Respect School Personnel and follow school district policies and procedures.

- Provide education related to mandated reporting laws to volunteer base.
- Facilitate mentor/mentee activities that promote career exploration, self-confidence, avoidance of risk behaviors, character building & school connectiveness when requested.
- Big Brothers Big Sisters will maintain all required insurance coverage.
- Big Brothers Big Sisters of the Capital Region will begin doing business as Big Brothers Big Sisters of South-Central PA, but our services, programs, resources, and opportunities remain the same for all stakeholders.

Bermudian Springs School District will:

- Assist with gaining permission and applications from parents/guardians.
- Coordinate logistics; provide space for child interviews, training and mentor/mentee meetings.
- Provide administrative support as needed.
- Provide a staff point of contact at each of the schools to work cooperatively and communicate effectively and consistently with agency personnel.
- Work with the partnership to resolve problems, facilitate program growth and strengthen the program.
- Work cooperatively with public relations opportunities.
- Respect agency personnel and follow agency policy and procedure.

This MOU is at-will and may be modified by mutual consent of authorized officials from Big Brothers Big Sisters and Bermudian Springs School District. This MOU shall become effective upon signature by the authorized officials below and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Big Brother Big Sisters of South-Central PA

Bermudian Springs School District

Representative:



Representative: _____

Position:

VP of Programs

Position: _____

Date:

8/19/25

Date: _____



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Board Policy/Procedure/Administrative Regulations
Code	000
Status	From PSBA

Authority

The policies and procedures adopted by the Board establish the general parameters within which the daily operations of the school district are to be governed. Administrative regulations for carrying out and implementing Board policies are developed and implemented by the administration, under the direction of the Superintendent. As applicable, all members of the school community are expected to comply with both Board policy and administrative regulations, subject to stated limitations and exceptions. However, failure of the Board or the administration to comply with policy or procedure shall not invalidate any lawful action taken.[\[1\]](#)[\[2\]](#)

Contents

The policies of the Board shall consist of the policies and procedures adopted by the Board and contained in the Policy Manual, and such other separate documents approved by the Board that are expressly incorporated by reference in particular policies and declared to constitute Board policy, such as the Code of Student Conduct.

Administrative regulations are not part of Board policy and may be altered by the administration without Board action. **Administrative regulations may not conflict with Board policy or with applicable law.**

Limitations

All Board policies and administrative regulations shall be interpreted and administered in a lawful manner. The Board shall make the final interpretation of its policies, and the administration shall make the final interpretation of its regulations.

Board policies and procedures and administrative regulations are limited by legal constraints, as are the rights of those to whom Board policies and **administrative regulations** apply, and are not intended to **give an individual a cause of action not independently** established in law.

Rules of Construction

In ascertaining the intent of the Board in adopting a policy or procedure, or of the administration in establishing a regulation, the following presumptions, among other legally applicable presumptions, may be used:

- 1. That neither the Board nor the administration intends a result that is absurd, impossible of execution, or unreasonable.**
- 2. That neither the Board nor the administration intends to violate federal or state Constitutions or any other applicable law.**

If any policy or procedure or administrative regulation can be given multiple interpretations, the Board and the administration intend that only constitutional and lawful interpretations shall be valid, and that neither an unconstitutional nor an unlawful interpretation was intended.

Legal

[1. 24 P.S. 407](#)

[2. 24 P.S. 510](#)



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Name and Classification
Code	001
Status	From PSBA

Name

The Board of School Directors shall be known officially as the Board of School Directors of Bermudian Springs School District, hereinafter sometimes referred to as the "Board". [\[1\]](#)

Composition

Bermudian Springs School District is comprised of all lands that lie within the municipal boundaries of East Berlin Borough, Huntingdon Township, Latimore Township, Reading Township, York Springs Borough, and portions of Hamilton Township. All municipalities are located in Adams County.

Purpose

Bermudian Springs School District is organized for the purpose of providing a program of public education to serve the needs of the students of the Commonwealth. [\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

Intermediate Unit

Bermudian Springs School District is assigned to Lincoln Intermediate Unit **No. 12**. [\[6\]](#)[\[7\]](#)

Classification

Bermudian Springs School District is classified as a school district of the third class. [\[8\]](#)

Address

The official address of the Board of School Directors of Bermudian Springs School District shall be 7335 Carlisle Pike, P.O. Box 501, York Springs, PA, 17372-0501.

Legal	1. 24 P.S. 201
	2. PA Const. Art. III Sec. 14
	3. 24 P.S. 501
	4. 24 P.S. 502
	5. 24 P.S. 503
	6. 24 P.S. 901-A

[7. 24 P.S. 902-A](#)

[8. 24 P.S. 202](#)



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Authority and Powers
Code	002
Status	From PSBA

Authority

The authority to establish, equip, furnish, operate and maintain the public schools of Bermudian Springs School District is vested in the Board of School Directors, which is a body corporate and is constituted and governed by Title 24 of the Pennsylvania Statutes, the Public School Code of 1949 as amended, Article III of the **Pennsylvania** Constitution and applicable federal and state laws and regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

Powers

The Board shall establish such schools as are required for the education of every **student** residing in Bermudian Springs School District between the ages of six (6) and twenty-one (21) years who may attend school; shall equip, furnish, operate, and maintain the schools; shall adopt and enforce rules and regulations for the management of school affairs and the conduct and deportment of employees and students; and shall levy and collect taxes as may be necessary, in addition to the annual state appropriation, for the exercise of aforesaid powers. [\[2\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)

The Board shall act as the general agent of the **residents of the school** district in matters of public education. It shall establish educational goals **and academic standards** for district **schools** and govern **an** educational program designed to meet those goals **and standards and to support student achievement**. The Board shall be responsible for establishing, maintaining and evaluating the educational **programs** in district schools, **and for** enforcing mandatory laws and regulations. [\[3\]](#)[\[16\]](#)[\[17\]](#)

The Board, in accordance with its statutory mandate, shall adopt Board procedures for its own operation, and policies for the guidance of the Superintendent in the operation of the school district. Board procedures and policies shall be consistent with law, have a rational and substantial relationship to a legitimate purpose of the Board, and be directed towards the maintenance and support of a thorough and efficient system of public education in this district. [\[9\]](#)[\[18\]](#)

The powers of the Board of School Directors are not vested in the individual Board member. No **such** individual **is authorized** to act **on behalf of** the Board **to carry out any of the Board's authorized powers, except for those acts stated in law**. [\[3\]](#)

Legal [1. PA Const. Art. III Sec. 14](#)

[2. 24 P.S. 211](#)

[3. 24 P.S. 301](#)

[4. 24 P.S. 501](#)

[5. 24 P.S. 502](#)

[6. 24 P.S. 503](#)

[7. 24 P.S. 507](#)

[8. 24 P.S. 510](#)

[9. 24 P.S. 407](#)

[10. 24 P.S. 511](#)

[11. 24 P.S. 801](#)

[12. 24 P.S. 803](#)

[13. 24 P.S. 1301](#)

[14. 24 P.S. 1302](#)

[15. 24 P.S. 1411](#)

16. Pol. 100

17. Pol. 102

18. Pol. 000



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Functions
Code	003
Status	From PSBA

Legislative

The Board shall exercise **leadership through** its rule-making power by adopting Board procedures and policies for the organization and operation of the school district. Those procedures and policies which are not dictated by the statutes, or regulations of the State Board, or ordered by a court of competent authority may be adopted, amended or repealed at any meeting of the Board, provided the proposed adoption, amendment or repeal has been **proposed** at a previous Board meeting and has remained on the agenda of each succeeding Board meeting until approved or rejected.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)

Policy development shall be **guided** by the recommendations of the Superintendent **or designee**, based on the needs identified through consultation with district staff.

Changes in a proposed Board procedure or policy, except for minor editorial revisions, at the second reading shall cause that reading to constitute a first reading.[\[2\]](#)

The Board may, upon a majority vote, cause to suspend at any time the operation of a Board procedure or policy, provided the suspension does not conflict with legal requirements. Such suspension shall be effective until the next meeting of the Board, unless an earlier time is specified in the motion to suspend.[\[2\]](#)

Board procedures and policies shall be adopted, amended or repealed by a majority vote of the Board.[\[6\]](#)

The adoption, modification, repeal or suspension of a Board procedure or policy shall be recorded in the minutes of the Board meeting. All current procedures and policies shall be maintained in the Board Policy Manual and disseminated appropriately.[\[7\]](#)

The adoption, revision or **rescission of any board** policy shall **become** effective on the date of approval by the Board **as specified above**, or **on the** date specifically stated in the policy when applicable.

Executive

The Board shall exercise its executive power by the appointment of a district Superintendent, who shall enforce the statutes of the Commonwealth, the regulations of the State Board of Education, the policies of the Board, and all other applicable laws and regulations.[\[8\]](#)[\[9\]](#)[\[10\]](#)

The Superintendent **shall** be responsible **for implementing Board policies and establishing administrative** regulations for the operation of the school district that are not inconsistent with state and federal statutes or regulations; are dictated by the policies of this Board; are binding on district employees and students when issued; and shall be submitted to the Board for review. The Board reserves the right to alter or rescind any such **administrative** regulation.[\[3\]](#)[\[5\]](#)

The Board reserves the right to review and to direct revisions of administrative regulations when it considers the regulations to be inconsistent with Board policy or district practices. However, the Board shall not adopt administrative regulations unless required by law or requested by the Superintendent. Such adoption and/or amendment of administrative regulations shall adhere to the policy for adoption and amendment of Board procedures and policies.

The Board delegates authority to the Superintendent to take necessary action in circumstances not provided for in Board policy. **The Superintendent shall promptly inform the Board of such action. The Superintendent's decision may be subject to review by the Board.**

The Superintendent shall implement a procedure to inform Board members and designated employees of their responsibility under the Ethics Law.[\[11\]](#)

Whenever responsibility is delegated to the Superintendent or other administrator, it is understood that such individual may designate a representative to act on his/her behalf.

Review

The Board may assume jurisdiction over controversies or disputes arising within this school district concerning any matter over which the Board has authority granted by statute or where the Board has retained jurisdiction in contract or policies.[\[3\]](#)

In furtherance of its adjudicatory function, the Board may hold hearings in accordance with law which shall offer the parties to a dispute, on notice duly given, a fair and impartial forum for the resolution of the matter.[\[12\]](#)

Beyond the basic requirements of due process, a hearing may vary in form and content in line with the severity of the consequences that may flow from it, the difficulty of establishing findings of fact from conflicting evidence, and the impact of the Board's decision on the school district.[\[12\]](#)

Evaluation of Board Procedures

The Board shall plan an annual evaluation of its functions as a Board. The Board may evaluate Board procedures, relationships, or activities, or focus on a particular area or issue.

The Board President, working with the Superintendent, shall develop an annual plan.

Legal

[1. 24 P.S. 301](#)

[2. 24 P.S. 407](#)

[3. 24 P.S. 510](#)

[4. 24 P.S. 511](#)

5. Pol. 000

6. Pol. 006

7. Pol. 007

[8. 24 P.S. 508](#)

[9. 24 P.S. 1001](#)

[10. 24 P.S. 1081](#)

[11. 65 Pa. C.S.A. 1101 et seq](#)

[12. 2 Pa. C.S.A. 551 et seq](#)



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Membership
Code	004
Status	From PSBA

Number

The Board **shall** consist of nine (9) members.[\[1\]](#)

The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.[\[2\]](#)

Qualifications

Each **school director** shall meet the following qualifications:

1. Be of good moral character, be **at least** eighteen (18) years of age, have been a resident of the district for at least one (1) year prior to the date of election or appointment, and not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal council.[\[3\]](#)
2. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.[\[4\]](#)
3. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law.[\[5\]](#)[\[6\]](#)
4. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.[\[7\]](#)
5. Shall file a statement of financial interests with the **Board Secretary or designee at the following times:**[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)
 - a. Before taking the oath of office or entering upon duties.
 - b. **Annually by May 1 while serving on the Board.**
 - c. **By May 1 of the year after leaving the Board.**

Election

Election of members of the Board shall be in accordance with law.[\[13\]](#)

Board members shall be elected on the basis of proportionate representation by regions, according to population, for terms of four (4) years as follows:

East Berlin Borough and Latimore Township	Three (3) members
Huntingdon Township and York Springs Borough	Three (3) members
Reading Township	Three (3) members

Vacancies

A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the **School Code and Sunshine Act** and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy.[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)

If a vacancy occurs during the last two (2) years of the former school director's term, the individual appointed to fill that vacancy shall serve for the remainder of the term. If a vacancy occurs during the first two (2) years of the term, the new appointee shall serve only until the first Monday in December following the first municipal election that is scheduled for more than sixty (60) days after the vacancy occurred.[\[14\]](#)

When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Adams County.[\[15\]](#)[\[16\]](#)

Temporary Vacancy – Active Military Service –

A temporary vacancy shall be declared when a **school director** is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The **school director** so appointed shall serve either until the **school director** returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.[\[14\]](#)[\[19\]](#)[\[20\]](#)

Term

In election years, the term of office for all newly elected and re-elected school directors shall begin on the first Monday in December. The term of office of each **school director** shall be four (4) years, expiring on the first Monday of December **of the fourth year of service.**[\[1\]](#)[\[14\]](#)

The term of **office for an individual** appointed or elected to fill a Board vacancy **shall be determined by the number of years remaining on the term the school director was appointed or elected to fill, as stated above under Vacancies.**[\[14\]](#)

Removal

Whenever a **school director** is no longer a resident of the region s/he was elected to represent, **eligibility to serve** on the Board shall cease.[\[14\]](#)[\[21\]](#)

If a school director shall neglect or refuse to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting **s/he shall** neglect or refuse to act in an official capacity as a school director, the remaining members of the Board **may declare such office vacant** on the affirmative vote of a majority of the remaining members of the Board.[\[18\]](#)[\[22\]](#)

If a person elected or appointed as a **school director**, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of **the school director's** term of office, declare said office vacant on the

affirmative vote of a majority of the remaining members of the Board.[18][22]

Orientation

The Board believes that the preparation of each **school director** for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new **school director** to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.

Accordingly, **each new school director shall, no later than the first regular meeting, be provided access to the following items during the school director's term on the Board:**

1. The Board Policy Manual.
2. **The district Administrative Regulations Manual.**
3. The current budget statement, audit report and related fiscal materials.
4. **District information on comprehensive planning, curriculum, assessments, facilities planning and district programs.**
5. **The Board's adopted Principles for Governance and Leadership.**[23]

Each new school director shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, procedures and policy.

New school directors shall be entitled and encouraged to take advantage of an orientation program organized and supervised by the Superintendent. Orientation shall begin following the election, and shall continue to the satisfaction of the newly-elected **school director(s)**.

Inservice Educational Opportunities and Required Training Programs

The Board places a high priority on the importance of a planned and continuing program of education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership by providing both inservice educational opportunities and required school director training by an approved provider.

The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the district and its schools.[24]

Inservice Education -

The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist school directors to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.

The Board shall annually budget funds to support its planned program of inservice education and training.

The Board establishes the following activities as the basis for its planned program of inservice education and training:

1. **Participation in School Board conferences, workshops and conventions.** [\[25\]](#)
 - a. **The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by school directors in conferences, workshops and conventions.**
 - b. **The Superintendent shall inform school directors, in a timely manner, of upcoming conferences, workshops and conventions.**
 - c. **The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district.**
 - d. **When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the district.**
2. **District-sponsored inservice education and training programs designed to meet Board needs.**
3. **Subscriptions to publications addressing school directors' concerns.**
4. **Maintenance of current resources and reference materials accessible to school directors.**

Required Training Program: Newly Elected or Appointed School Directors - [\[26\]](#)

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum, information regarding:

1. **Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.**
2. **Personnel.**
3. **Fiscal management.**
4. **Operations.**
5. **Governance.**
6. **Ethics and open meetings, to include accountability requirements.**

Required Training Program: Re-elected or Re-appointed School Directors - [\[26\]](#)

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. **Information on relevant changes to federal and state public school law and regulations.**
2. **Fiscal management.**
3. **Trauma-informed approaches.**

4. Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.

Expenses [\[7\]](#)

When attendance has been authorized by the Board, school directors, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for actual and necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the **state**, or for attendance at any other meeting held within the **state** or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed **by the Treasurer in the usual manner**, upon presentation of an itemized, verified statement.[\[27\]](#)

Advance payments may be made upon presentation of estimated expenses to be incurred, **to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.**[\[27\]](#)

No **school director** shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.

Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual school directors.[\[7\]](#)

Legal

- [1. 24 P.S. 303](#)
- [2. 24 P.S. 1081](#)
- [3. 24 P.S. 322](#)
- [4. 24 P.S. 323](#)
- [5. 24 P.S. 324](#)
- [6. 65 Pa. C.S.A. 1101 et seq](#)
- [7. 24 P.S. 321](#)
- [8. 51 PA Code 15.2](#)
- [9. 51 PA Code 15.3](#)
- [10. 65 Pa. C.S.A. 1102](#)
- [11. 65 Pa. C.S.A. 1104](#)
- [12. 65 Pa. C.S.A. 1105](#)
- [13. 24 P.S. 301 et seq](#)
- [14. 24 P.S. 315](#)
- [15. 24 P.S. 316](#)
- [16. 24 P.S. 317](#)
- [17. 24 P.S. 318](#)
- [18. 24 P.S. 319](#)
- [19. 65 Pa. C.S.A. 701 et seq](#)
- [20. 24 P.S. 407](#)
- [21. 65 P.S. 91](#)
22. Pol. 006

23. Pol. 011

24. Pol. 901

[25. 24 P.S. 516](#)

[26. 24 P.S. 328](#)

[27. 24 P.S. 516.1](#)

Pol. 331



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Organization
Code	005
Status	From PSBA

Organization Meeting

The school directors shall meet and organize annually during the first week of December. Notice of the time and place of the organization meeting shall be given to all **school directors** by mail at least five (5) days before the meeting by the Board Secretary. The organization meeting shall be a regular meeting. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

Order

The organization meeting shall be called to order by the current President or Vice-President of the outgoing Board, or any hold-over member of the Board. A temporary President shall be elected from among the hold-over members of the Board. The Board Secretary shall be secretary of the meeting. In an election year, the certificates of election or appointment of all new **school directors** shall be read, and a list shall be prepared of the legally elected or appointed and qualified **school directors**. [\[2\]](#)[\[5\]](#)

At the organization meeting, the temporary President may administer the oath or affirmation of office to those **school directors** who have not previously taken and subscribed to the same. [\[2\]](#)[\[6\]](#)

Officers

Election of officers shall be by a majority vote of those present and voting. Where no such majority is achieved on the first ballot, a second ballot shall be cast for the two (2) candidates who received the greatest number of votes.

1. The **school directors** shall annually, during the first week of December, elect from their members a President and Vice-President who shall serve for one (1) year. [\[3\]](#)
2. The school directors shall annually, during the month of May, elect a Treasurer who shall serve for one (1) year beginning the first day of July after such election. The Treasurer may be a corporation duly qualified and legally authorized to transact a fiduciary business in the Commonwealth, and may be a member of the Board. [\[3\]](#)

The Treasurer shall not enter upon **official** duties until furnishing bond in accordance with law and with Board approval. The Treasurer shall be compensated in the manner and at the rate determined by the Board. [\[7\]](#)[\[8\]](#)[\[9\]](#)

3. The school directors shall, during the month of May in every fourth year, elect a Secretary who shall serve a term of four (4) years beginning the first day of July following such election, and may be a member of the Board.[\[3\]](#)

The Secretary shall not enter upon **official** duties until furnishing bond in accordance with law and with Board approval. The Secretary shall be compensated in the manner and at the rate determined by the Board.[\[9\]](#)[\[10\]](#)[\[11\]](#)

Vacancies in any office shall be filled by Board election; such officers shall serve for the remainder of the unexpired term.

The same school director may not hold more than one (1) office of the Board. No commissioned officer or professional employee of the Board shall serve, temporarily or permanently, as an officer of the Board.[\[3\]](#)[\[12\]](#)

Officers of the Board may **only** be removed from such office, **during the designated term of office, after receiving notification of the reason for removal and the opportunity for a hearing before the Board, in accordance with applicable law.**[\[13\]](#)[\[14\]](#)[\[15\]](#)

Appointments

The Board shall have the authority to appoint:

1. A tax collector, where a tax collector is not elected to collect taxes, there is a vacancy or an elected tax collector refuses to qualify.[\[16\]](#)[\[17\]](#)
2. Solicitor.[\[12\]](#)[\[18\]](#)
3. Independent auditor.[\[20\]](#)
4. Delegates to a state convention or association of school directors.[\[21\]](#)
5. Other appointments the Board deems necessary.

Appointees **of the Board** may be removed from such appointment in accordance with the **terms of a contract or** provisions of **applicable** law.[\[15\]](#)

Resolutions

The Board may at the organization meeting, but shall prior to July 1 next following, designate:

1. Depositories for school funds.[\[22\]](#)
2. Newspaper(s) of general circulation as defined in law.[\[23\]](#)
3. Normal day, place and time for regular meetings.[\[4\]](#)
4. Normal day, place and time for open committee meetings.
5. Normal day, place and time for executive sessions of the Board.

Board Committees

The Board has the authority to appoint Board committees. Board committees authorized to take official action or render advice on district business shall operate in accordance with the provisions of the Sunshine Act.[\[15\]](#)[\[24\]](#)

Committees shall not include a majority of the membership of the Board.

Each Board committee shall be convened by a chairperson, who shall report for the committee and prepare minutes of open committee meetings and be appointed by the President.

The President may appoint at the organization meeting or as soon after the organization meeting as practicable members of the Board to the following standing committees, where they shall serve a term of one (1) year:

- 1. Policy Committee;**
- 2. Curriculum, Instruction, Resources, and Assessment (CIRA) Committee; and**
- 3. Buildings and Grounds Committee.**

Ad hoc committees may be created, charged and assigned a fixed termination date, which may be extended by the President.

The Board shall develop Board Operations Guidelines that describe the duties and establish procedures for the operation of standing committees.

Consultants

The Board may appoint, employ or retain consultants to provide the district with specialized services not normally required on a continuing basis. Compensation shall be determined and approved by the Board.

The function of a consultant shall be to make studies and present recommendations to the Board. A consultant shall not be charged with the implementation of a report.

A consultant has no administrative authority over any facet of district schools, but shall act solely as advisor to the Board, officers and employees.

The use of consultants from outside the district who promote a particular commercial product is discouraged.

Legal

[1. 24 P.S. 401](#)

[2. 24 P.S. 402](#)

[3. 24 P.S. 404](#)

[4. 24 P.S. 421](#)

[5. 24 P.S. 426](#)

[6. 24 P.S. 321](#)

[7. 24 P.S. 436](#)

[8. 24 P.S. 438](#)

9. Pol. 811

[10. 24 P.S. 431](#)

[11. 24 P.S. 432](#)

[12. 24 P.S. 324](#)

[13. 24 P.S. 514](#)

14. Montemuro v. Jim Thorpe Area School District, No. 22-1866 (3d Cir. 2024)

15. Pol. 006

[16. 24 P.S. 508](#)

[17. 24 P.S. 683](#)

[18. 24 P.S. 406](#)

[19. 24 P.S. 434](#)

[20. 24 P.S. 2401](#)

[21. 24 P.S. 516](#)

[22. 24 P.S. 621](#)

[23. 24 P.S. 106](#)

[24. 65 Pa. C.S.A. 701 et seq](#)

[PA Const. Art. VI Sec. 7](#)



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Meetings
Code	006
Status	From PSBA

Parliamentary Authority

All Board meetings shall be conducted in an orderly and business-like manner. Robert's Rules Of Order, Newly Revised shall govern the Board in its deliberations in all cases in which it is not inconsistent with **law, state** regulations or Board procedures.[\[1\]](#)[\[2\]](#)

Quorum

A quorum shall consist of a majority of the members of the Board. No business shall be transacted at a meeting without a quorum, but the **school directors** present at such a meeting may adjourn to another time.[\[3\]](#)

Presiding Officer

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, **a school director** shall be elected President pro tempore by a **majority** of those present **and voting** to preside at that meeting only. **Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.**[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

Meeting Notifications

Notice of all open Board meetings, including committee meetings and work sessions, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and posting of such notice at the administrative offices of the Board.[\[8\]](#)[\[9\]](#)

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.[\[8\]](#)[\[9\]](#)
2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[\[8\]](#)[\[9\]](#)
3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[\[8\]](#)[\[9\]](#)

4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties. [\[8\]](#)
5. Notice of all **open** meetings shall be given to any newspaper(s) circulating in Adams County and **any** radio or television station which so requests. Notice of all **open** meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification. [\[9\]](#)

Notice of all rescheduled meetings and special meetings shall be given to **each school director** no later than twenty-four (24) hours prior to the time of the meeting. [\[9\]](#)[\[10\]](#)

Agenda Notifications

The agenda, together with all relevant reports, shall be provided to each school director at least **three (3) days** before the meeting.

If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

The district shall publicly post the agenda for all open meetings of the Board or Board committees at which deliberation or official action may take place no later than twenty-four (24) hours prior to the time of the meeting, as follows: [\[9\]](#)

1. **On the district's website.**
2. **At the location of the meeting.**
3. **At the district's administrative office.**

The posted agenda shall list each matter of agency business that will or may be the subject of deliberation or official action at the meeting. [\[9\]](#)

Agenda Preparation

It shall be the responsibility of the Superintendent, in cooperation with the Board President, to prepare an agenda of the items of business anticipated to come before the Board at each **open** meeting.

Order of Business

The order of business for regular meetings **and special meetings called for general purposes shall be as follows**, unless altered by the President or a majority of those present and voting, **and then** shall proceed according to the agenda:

- Call to Order
- Pledge of Allegiance
- Roll Call
- Reception of Visitors
- Hearing of Scheduled Delegations or Individuals
- Public Comment
- Consent Agenda
- Approval of Minutes
- Financial Reports
- Correspondence
- Reports and Related Actions

- Old Business
- New Business
- Other Business
- Adjournment

The order of business for other special meetings shall be determined according to the stated purpose of the special meeting.

Additions to the Agenda

The Board may deliberate or take official action on matters not included in a posted agenda only under the following circumstances:[\[11\]](#)

Emergencies – The matter of business relates to a real or potential emergency involving a clear and present danger to life or property.[\[8\]](#)[\[11\]](#)

Business Arising Within Twenty-Four (24) Hours Prior to the Meeting – The matter of business has arisen within twenty-four (24) hours prior to the meeting, is de minimis (minor) in nature, and does not involve the expenditure of funds or entering into a contract or agreement.[\[11\]](#)

Business Raised by Residents or Taxpayers During the Meeting – When a matter of Board business is raised by a resident or taxpayer during a meeting:[\[11\]](#)[\[12\]](#)

1. The Board may take official action to refer the matter to staff, if applicable, to conduct research and include on a future Board meeting agenda; or
2. If the matter is de minimis (minor) in nature and does not involve the expenditure of funds or entering into a contract or agreement, the Board may take official action on the matter.

Majority Vote – During a meeting, the Board may add a matter of business to the posted agenda by a majority vote of the school directors present and voting. The reason for adding an item to the posted agenda must be announced at the meeting before conducting the vote. Once announced and approved by majority vote, the Board may take official action on the item of business. The agenda shall be amended to reflect the new item of business and the amended agenda shall be posted to the district's website and at the administrative office no later than the first business day following the meeting at which the agenda was amended. The unanimous consent procedure may not be used in place of majority vote for this purpose.[\[11\]](#)

The public posting of agenda requirements and rules for adding items to a posted agenda apply to both regular and special open meetings of the Board. These requirements and rules do not apply to:[\[9\]](#)[\[11\]](#)[\[13\]](#)

1. Conference sessions.
2. Executive sessions.

Regular Meetings

Regular Board meetings shall be **open** and shall be held at specified places at least once every two (2) months.[\[2\]](#)[\[14\]](#)

Special Meetings

Special meetings may be called for special **or general** purposes and shall be **open** except when conducted as an executive session for purposes authorized by **law**.[\[2\]](#)[\[5\]](#)[\[10\]](#)[\[15\]](#)

The President may call a special meeting at any time and shall call a special meeting upon presentation of the written requests of three (3) **school directors**. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the **school directors**.[\[5\]](#)

No business shall be transacted at any special meeting except that named in the call sent to **school directors** for such special meeting.[\[10\]](#)

Public Participation

At each open Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[\[2\]](#)
[\[12\]](#)

Voting

All motions shall require for adoption a majority vote of those **school directors** present and voting, except as provided by statute or Board procedures.

Special Voting Requirements –

****Indicates actions for which the minutes must reflect how each school director voted.***

1. **Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:**
 - a. **Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the director was elected.***[\[16\]](#)[\[17\]](#)
 - b. **Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.***[\[16\]](#)[\[17\]](#)
2. **Actions requiring the affirmative votes of two-thirds (2/3) of the full membership of the Board:**
 - a. **Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.***[\[17\]](#)[\[18\]](#)[\[19\]](#)
 - b. **Adding or increasing appropriations** to meet an emergency or catastrophe.*[\[17\]](#)
[\[19\]](#)
 - c. **Hiring as a teacher a former school director** who has resigned, **before the expiration of the term for which the director was elected.***[\[16\]](#)[\[17\]](#)
 - d. **Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.***[\[17\]](#)[\[20\]](#)
 - e. **Incurring temporary debt.***[\[17\]](#)[\[19\]](#)[\[22\]](#)
 - f. **Dismissing a tenured professional employee after a hearing.***[\[17\]](#)[\[23\]](#)
 - g. **Borrowing in anticipation of current revenue.***[\[17\]](#)[\[24\]](#)
 - h. **Adopting or changing textbooks without the recommendation of the Superintendent.***
[\[17\]](#)[\[25\]](#)

3. Actions requiring the affirmative votes of a majority of the full **membership** of the Board:

- a. Fixing the length of the school term.*[\[17\]](#)
- b. Adopting textbooks recommended by the Superintendent.*[\[17\]](#)[\[26\]](#)
- c. Appointing the district Superintendent and Assistant Superintendent(s).*[\[17\]](#)[\[27\]](#)[\[28\]](#)
- d. Appointing teachers and principals.*[\[17\]](#)
- e. Adopting the annual budget.*[\[17\]](#)[\[29\]](#)
- f. Appointing tax collectors and other appointees.*[\[17\]](#)[\[30\]](#)[\[31\]](#)
- g. Levying and assessing taxes.*[\[17\]](#)[\[32\]](#)
- h. Purchasing, selling, or condemning land.*[\[17\]](#)
- i. Locating new buildings or changing the location of old ones.*[\[17\]](#)
- j. **Creating or increasing any indebtedness.***[\[17\]](#)
- k. Adopting planned instruction.[\[17\]](#)[\[33\]](#)
- l. Establishing additional schools or departments.*[\[17\]](#)
- m. Designating depositories for school funds.*[\[17\]](#)[\[34\]](#)[\[35\]](#)
- n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[\[17\]](#)[\[19\]](#)
- o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).*[\[17\]](#)[\[36\]](#)
- p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[\[17\]](#)
- q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[\[17\]](#)
- r. Dismissing, after a hearing, a **Superintendent, Assistant Superintendent or non-tenured teacher.***[\[17\]](#)[\[37\]](#)[\[38\]](#)
- s. Determining the location and amount of any real estate required by the school district for school purposes.*[\[17\]](#)[\[39\]](#)
- t. Vacating and abandoning property to which the Board has title.*[\[17\]](#)[\[40\]](#)
- u. **Appointing a school director to fill a vacancy on the Board.***[\[17\]](#)[\[41\]](#)
- v. **Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.**[\[5\]](#)
- w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[\[42\]](#)

- x. Adopting, amending or repealing Board procedures and policy.[43]
- y. **Approving or denying a charter school application.***[44]
- z. **Approving or denying a multiple charter school organization application.***[45]
- aa. **Establishing joint schools or departments.***[46]

Abstention from Voting

A school director shall be required to abstain from voting when the issue involves either one of the following:

1. **Conflict of interest under the Ethics Act.**[47][48][49]

Prior to the vote being taken, the school director shall verbally disclose the nature of the conflict in public, and shall also provide the Board Secretary with a written memorandum stating the nature of the conflict, which shall be attached to the Board minutes as a public record.

Conflict of interest - use by a public official of the authority of their office or any confidential information received through holding public office for the private pecuniary benefit of the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated.[47]

De minimis economic impact – an economic consequence which has an insignificant effect.[47]

Immediate family – parent, spouse, child, brother or sister.[47]

Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[47]

2. **Relative recommended for appointment to or dismissal from a teaching position.**[23][50]

Relative – father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt.

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[48][49]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:[51][52]

1. Date, place, and time of the meeting.
2. Names of **school directors** present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken. [\[53\]](#)
7. Names of all **residents** who appeared officially and the subject of their testimony.
8. **Any matter added to a posted agenda, including the substance of the matter, the announced reason and the recorded vote, where applicable.** [\[9\]](#)[\[11\]](#)

The Board Secretary shall provide each **school director** with a copy of the minutes of the last meeting prior to the next regular meeting. [\[1\]](#)

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary. [\[54\]](#)

Notations and any tape or audiovisual recordings shall not be the official record of an open Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule. [\[1\]](#)[\[55\]](#)[\[56\]](#)

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy. [\[8\]](#)[\[9\]](#)[\[57\]](#)

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of an open meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session. [\[13\]](#)[\[15\]](#)[\[58\]](#)

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. **Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.**
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. **School safety and security, of a nature that if conducted in public, would:** [\[15\]](#)
 - a. **Be reasonably likely to impair the effectiveness of school safety measures.**

- b. **Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.**

Official actions based on discussions held in executive session shall be taken at **an open** meeting.

Work Sessions

The Board may meet as a Committee of the Whole in an **open** meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[\[2\]](#)
[57]

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by **school directors**. Public notice of the meeting shall be made in accordance with Board procedures.

The Board Secretary shall provide notice of a meeting of the Committee of the Whole **in accordance with** Board procedures.[\[8\]](#)[\[9\]](#)[57]

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by members of the committee.[\[8\]](#)[\[9\]](#)[57]

A majority of the total membership of a committee shall constitute a quorum.

Unless held as an executive session, **standing** committee meetings shall be open to the public, other school directors, and the Superintendent.[\[2\]](#)

A majority of the committee or the chairperson may invite Board employees, consultants or other persons who have special knowledge of an area under discussion.

Legal

- [1. 24 P.S. 407](#)
- [2. 65 Pa. C.S.A. 701 et seq](#)
- [3. 24 P.S. 422](#)
- [4. 24 P.S. 405](#)
- [5. 24 P.S. 426](#)
- [6. 24 P.S. 427](#)
- [7. 24 P.S. 428](#)
- [8. 65 Pa. C.S.A. 703](#)
- [9. 65 Pa. C.S.A. 709](#)
- [10. 24 P.S. 423](#)
- [11. 65 Pa. C.S.A. 712.1](#)
12. Pol. 903
- [13. 65 Pa. C.S.A. 707](#)
- [14. 24 P.S. 421](#)
- [15. 24 P.S. 425](#)
- [16. 24 P.S. 324](#)
- [17. 24 P.S. 508](#)

[18. 24 P.S. 609](#)

[19. 24 P.S. 687](#)

[20. 24 P.S. 707](#)

[21. 24 P.S. 671](#)

[22. 24 P.S. 634](#)

[23. 24 P.S. 1129](#)

[24. 24 P.S. 640](#)

[25. 24 P.S. 803](#)

26. Pol. 108

[27. 24 P.S. 1071](#)

[28. 24 P.S. 1076](#)

29. Pol. 604

30. Pol. 005

31. Pol. 606

32. Pol. 605

33. Pol. 107

[34. 24 P.S. 621](#)

35. Pol. 608

36. Pol. 610

[37. 24 P.S. 1080](#)

[38. 24 P.S. 514](#)

[39. 24 P.S. 702](#)

[40. 24 P.S. 708](#)

[41. 24 P.S. 315](#)

42. Pol. 004

43. Pol. 003

[44. 24 P.S. 1717-A](#)

[45. 24 P.S. 1729.1-A](#)

[46. 24 P.S. 1701](#)

[47. 65 Pa. C.S.A. 1102](#)

[48. 65 Pa. C.S.A. 1103](#)

49. Pol. 827

[50. 24 P.S. 1111](#)

[51. 24 P.S. 518](#)

[52. 65 Pa. C.S.A. 706](#)

[53. 65 Pa. C.S.A. 705](#)

[54. 24 P.S. 433](#)

55. Pol. 800

56. Pol. 801

57. Pol. 006

[58. 65 Pa. C.S.A. 708](#)

[24 P.S. 224](#)

[24 P.S. 408](#)

[24 P.S. 1075](#)

[24 P.S. 1077](#)

[65 Pa. C.S.A. 1101 et seq](#)

Pol. 612



Book Policy Manual

Section 000 Local Board Procedures - New

Title Attendance at Meetings Via Electronic Communications

Code 006.1 - New

Status From PSBA

Authority

The Board recognizes that factors such as illness, travel, schedule conflicts, weather conditions and other emergency situations can make impossible the physical presence of a school director or other necessary participants at a Board meeting and that electronic communications can enable a school director or other necessary participants to participate in a meeting electronically from a remote location.

A school director shall be able to attend a Board meeting, and participate in Board deliberations and voting, through electronic communications, but only under extraordinary circumstances. The Board President may permit other necessary participants to participate in meetings via electronic communications as the Board President deems appropriate.[\[1\]](#)

The Board authorizes the administration to provide the equipment and facilities required to implement this Board procedure.

Guidelines

A school director who attends a meeting through electronic communications shall be considered present only if the school director can hear everything said at the meeting and all those attending the meeting can hear everything said by that school director and other participants addressing the Board. If the Board President determines either condition is not occurring, the Board President shall terminate the school director's attendance through electronic communications.

A majority of school directors shall be physically present at a Board meeting when a school director attends through electronic communications.[\[2\]](#)

To attend a Board meeting through electronic communications, a school director shall comply with the following:

- 1. Submit such request to the Board President at least three (3) days prior to the meeting.**
- 2. Ensure that the remote location is quiet and free from background noise and interruptions.**
- 3. Participate in the entire Board meeting.**

Emergency Conditions

In the event that the county, state or federal public health authorities, the Governor, or any similar authority with appropriate jurisdiction declares an emergency condition that prevents or discourages public gatherings due to a public health or safety concern, the Board shall be authorized to conduct meetings primarily or entirely via electronic communications to enable all school directors and other necessary participants to fully participate in the conduct of official Board business through electronic communications.[3]

Meetings held primarily or entirely via electronic communications shall be conducted in a manner that assures compliance with the public access and public comment requirements of the Sunshine Act. All rules normally applicable to in-person meetings of the Board shall be observed in meetings held primarily or entirely via electronic means to the extent practicable and appropriate to the nature and features of the technology used.[4][5]

The requirement for school directors to submit a request to participate in meetings through electronic communications shall be waived during such emergency conditions.

The Board authorizes the administration to utilize available technical resources to permit the public to attend and submit public comment during open meetings via electronic communications, in accordance with law and Board procedures and policy. [4][5]

Legal [1. 24 P.S. 407](#)

[2. 24 P.S. 422](#)

3. Pol. 805

[4. 65 Pa. C.S.A. 701 et seq](#)

5. Pol. 903

Pol. 006



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Policy Manual Access
Code	007
Status	From PSBA

Authority

The Board **adopts the procedures and policies contained in** the Policy Manual **as a governance tool for the Board and as** a useful **resource** for district administrators **and employees**, students, parents/guardians, **residents and** community members.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board Policy Manual shall be published and maintained on the district's publicly accessible website.

The Board Policy Manual shall be considered a public record. **A copy of the Policy Manual** shall be available **in the administration** office of each school building during regular office hours.[\[4\]](#)[\[5\]](#)

Delegation of Responsibility

The Superintendent or designee shall maintain an orderly plan for the **promulgation** of policies to students, parents/guardians and staff who are affected by them and shall provide easy accessibility to an up-to-date Policy Manual.

The Superintendent or designee **and Board Policy Committee** shall be responsible to review existing policy in light of Board actions and revisions to state and federal statutes and regulations, and to recommend to the Board the changes necessary to maintain **a current and compliant** Board Policy Manual.[\[3\]](#)

Legal	1. 24 P.S. 407
	2. 24 P.S. 510
	3. Pol. 003
	4. 65 P.S. 67.701
	5. Pol. 801
	24 P.S. 510.2



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Principles for Governance and Leadership
Code	011 - New
Status	From PSBA

This board policy supports the Principles for Governance and Leadership adopted by the board and signed by individual school directors.

Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve. Our actions, as elected and appointed board members, ultimately have both short and long-term impact in the classroom. Therefore, we pledge that we will . . .

Lead Responsibly

- **Prepare for, attend, and actively participate in board meetings**
- **Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas**
- **Participate in professional development, training, and board retreats**
- **Collaborate with the Superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the Commonwealth**

Act Ethically

- **Never use the position for improper benefit to self or others**
- **Avoid actual or perceived conflicts of interest**
- **Recognize school directors do not possess any authority outside of the collective board**
- **Accept that when a board has made a decision, it is time to move forward collectively and constructively**

Plan Thoughtfully

- **Implement a collaborative strategic planning process**
- **Set annual goals that are aligned with comprehensive plans, recognizing the need to adapt as situations change**
- **Develop a comprehensive financial plan and master facilities plan that anticipates short and long-term needs**
- **Allocate resources to effectively impact student success**

Evaluate Continuously

- **Make data-informed decisions**
- **Evaluate the Superintendent annually**
- **Conduct a board self-assessment on a recurring basis**
- **Focus on student growth and achievement**
- **Review effectiveness of all comprehensive and strategic plans**

Communicate Clearly

- **Promote open, honest, and respectful dialogue among the board, staff, and community**
- **Acknowledge and listen to varied input from all stakeholders**
- **Promote transparency while protecting necessary confidential matters**
- **Set expectations and guidelines for individual board member communication**

Advocate Earnestly

- **Promote public education as a keystone of our Commonwealth**
- **Engage the community by seeking input, building support networks, and generating action**
- **Champion public education by engaging local, state, and federal officials**

Govern Effectively

- **Establish and adhere to rules and procedures for board operations**
- **Develop, adopt, revise, and review policy routinely**
- **Align board decisions to policy ensuring compliance with the PA School Code and other local, state, and federal laws**
- **Remain focused on the role of governance, effectively delegating management tasks to the administration**



Book	Policy Manual
Section	000 Local Board Procedures - New
Title	Organization Chart
Code	008 - Recommending to Retire
Status	From PSBA

-Recommending the Board vote to retire policy 008. Organizational charts, or language on the development of such, are not an essential part of the policy manual and are subject to change frequently. Would be more appropriate to maintain the organizational chart as an internal document or administrative regulation.